

**Note of meeting held on 13th March, 2014**

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| **Present:**  Cllr Gordon Graham ACC  Jim Noble ACC  Moyra Mair Regeneration Matters  Fay Morrison Regeneration Matters  Jody Reid Regeneration Matters  Acky Stewart Regeneration Matters  Leonora Montgomery Regeneration Matters (D)  Jackie Burns Regeneration Matters (D)  Joyce Duncan ACVO  Katie Cunningham Public Health, Co-ordinator  CHP (D) | **In Attendance:**  Dave Kilgour Aberdeen City Council  Anne Knight Aberdeen City Council  Susan Thoms Aberdeen City Council |

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| Agenda Item | Notes | Actions |
| 1. **Apologies** | Cllr Yvonne Allan ACC  Cllr Barney Crocket ACC (Chair) (Cllr Graham deputising)  Aileen Davidson Regeneration Matters (Leonora deputising)  Sylvia Davidson Regeneration Matters (Jackie deputising)  Nick Bruce Regeneration Matters  Adrian Watson Police Scotland  Linda Smith CHP (Katie Cunningham deputising)  Andy MacLeod Civic Forum  Arthur Forbes Civic Forum |  |
| 1. **Note of meeting held on 6th February 2014** | The note was agreed as an accurate account of meeting |  |
| 1. **Matters Arising** | Re. Matters Arising from last meeting a member of the Board asked the Deputy Chair why the proposal to not cut the Fairer Aberdeen Funding in 15/16 was not upheld at the committee meeting.  The Board was informed that the cut was part of the 5 year budget plan to make efficiencies, it was included in the indicative budget scheduled to come in next year. Cllr Graham stated that he appreciates the value for money that the Fairer Aberdeen Fund contributes to the communities however no decision could be made this year on next year’s budget. It would be inappropriate at this time to make any decisions on funding for 15/16, the funding will be revisited at next year’s budget setting committee meeting. The Board should be aware of any intent on changes regarding the cut to Fairer Aberdeen Board about three months prior to the budget meeting of the council. |  |
| 1. **Applications for 2014-15 – agreed for continuation of funding** | The Process for allocating funding for 14/15 was explained, organizations were asked to complete a continuation of funding application. They were asked to keep their funding level the same as the previous year and had to meet the terms and conditions of their previous grant. Susan explained that the majority of projects had submitted applications that complied with these terms. Susan stated that 3 projects had not requested renewed funding and she had contacted them to confirm this was the case. A slight change in funding for Cummings Park and Mental Health Aberdeen was explained to the Board.  Cash in Your Pocket Partnership’s application was for a smaller amount of funding than last year and the Board was asked to note that they have now moved to ACVO premises from Grampian Housing.  Also to be noted by the Board that Pathways has asked for considerably less funding than last year as they have managed to receive one year’s external funding for a key worker post. They may ask for more funding next year if they are not successful in receiving external funding for this post next year  **The Board agreed to fund all the projects other than the projects mentioned in Item 5.** |  |
| **5. Applications 2014-15 –**  **to be considered by**  **Board** | **Aberdeen Care and Repair**  AC&R had asked for an increase to cover the costs associated with the increased workload resulting from the changes to benefits caused by Welfare Reform. The Board asked details on the performance of the projects and were informed that there was no issues with this project and they were performing well.  **The Board agreed full funding**  **St Machar Credit Union**  St Machar Credit Union applied for the same amount of funding as last year however was failing to present monitoring reports and supplementary financial information on time. Susan informed the Board that she had received their financial information today although this was requested by 15th October, 2013. The 6 month report was received 3 months after it was originally requested and because of this a letter was sent to their Board asking for an explanation. Their Board explained that there had been some staffing problems however this should not have affected getting their monitoring information back on time. Their Board’s letter assured the Fairer Aberdeen Board that they would provide future reports on time.  It was stated that Susan is spending a lot of time getting the information from their monitoring report and this, in turn, causes a delay to the production of the Fairer Aberdeen Fund Annual Report. As a consequence of not returning a monitoring report on time St Machar Credit Union had their grant suspended, this means that there now needs to be work put in place for them to comply timeously with future monitoring requests.  Joyce commented that this is particular problem when it is an organization that deals with funding, they have to comply and we need to be really strict with this. Joyce suggested that ACVO would be happy to help with any financial reporting and if they required volunteers.  Dave stated that if there are any future problems the Board should request that the Chairperson attend a Board meeting to discuss the matter.  **The Board agreed full funding**  **Under 11s Middlefield**  Middlefield Under 11’s project’s application had requested an increase of 4.8% in funding. They stated that the increase was due to “… a funding cut back last year and more staff hours for swimming sessions and staff wages went up”. The funding they requested included funding for a Hopscotch holiday and this was not part of last year’s funding application and therefore was not a true continuation of the funding they received last year.  **The Board agreed the same funding as last year**    **Middelfield Youth Flat**  The Middlefield Youth Flat funding application had requested an increase of 11% in funding. Susan had contacted the coordinator of the project and was informed if they do not receive an increase in funding they may have to reduce their level of service. Many projects were facing the same decision and the funding was unable to stretch to accommodate all projects that would have liked increased funding.  **The Board agreed the same funding as last year**  The Board discussed the 3 year plan required to be submitted by projects along with their applications. Susan suggested that she was unable to authenticate these documents and would need to contact ACC guidelines on their financial implications. It was also suggested that finance be contacted to give an example, for our guidelines, on what a 3 year plan should look like. A template could then be produced for the 3 year plan and could be used by projects, if requested. |  |
| **6. Fairer Aberdeen Board**  **Review** | Susan presented the review report which summarised and captured general discussions she had with all Board members**.**  In general the Board is running very well and people were reasonably happy with how the sub groups worked for allocating funding; however there were some points raised about community representation.  There is a need to refocus on the priorities, define targets and make clear what will get funded. This will enable organisations to complete applications with clear guide lines about what the Fairer Aberdeen Fund will fund. Also for further discussion would be the roles of the agency partners and more involvement by the board in monitoring and evaluation of the funded projects. This would allow the Board to move away from constantly allocating funding to more of a monitoring role. It was suggested that Regeneration Matters group give further consideration to the points raised in the report and feedback this information to the proposed Board half day meetings. Other points for consideration at the Board two half day meetings is the Single Outcome Agreement and whether the Board may see its role as a Steering Group rather than a Board. There was a question whether the Board was a constituted group; Dave explained that the Board is constituted within its role as a sub group of Aberdeen Community Planning however there is an opportunity to adopt its own. There was also a question regarding attendance at meetings by Board members, is a need for new members to substitute for those who do not attend regularly. Joyce added that she sat on Aberdeen Community Planning Board and she found the Fairer Aberdeen Board the one group where community representation works so well as other themed groups struggle to get community representation.  The Board agreed that the suggestion that we have a website was a good way to present and share information. |  |
| **7. AOCB** | Joyce informed the Board of funding available from the People’s Health Trust and stated that there was £ 5,000 worth of funding and they were looking for 10-12 groups. Joyce will send Susan relevant information on this funding. |  |
| **8. Date of next meeting** | TBC |  |