

The Highland Council

Minutes of Meeting of the **Community Challenge Fund Applications Panel** held in Committee Room 3, Council Headquarters, Glenurquhart Road, Inverness, on Wednesday, 2 October 2013, at 2.00 p.m.

Present

Dr D Alston

Mr D Hendry

Mr J Gray

Ms F Robertson

Committee Chairs

Mr A Christie

Mr T Prag

Officials in attendance:

Ms M Morris, Assistant Chief Executive

Mr R Guest, Head of Roads and Community Works (TECS)

Mr S Taylor, Administrative Assistant

Dr D Alston in the Chair

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mr D Fallows and Mrs C Wilson.

2. Declarations of Interest

The Panel **NOTED** the following declaration of interest:

- Item 5 – Mr A Christie (non-financial)

3. Minutes of Meeting of 6 June 2013

There had been circulated and were **APPROVED** Minutes of meeting held on 6 June 2013.

4. Assessment Criteria

The Chairman advised the Panel that copies of the Assessment Criteria agreed by Highland Council at its meeting on 25 October 2012 were available for reference if required.

5. Expressions of Interest Received – Round 3

Declaration of Interest: Mr A Christie, having previously conducted casework for Culduthel After School Club, declared a non-financial interest in this item but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude his involvement in the discussion.

Three Expressions of Interest had been received prior to the Round 3 deadline of 1 September 2013. These had been considered by the Officers' Working Group on 9 September 2013. Copies of the applications had been circulated, together

with copies of the Officers' recommendations for the Culduthel and Yarrows applications. The Officers' recommendation for the NICE application was tabled.

Each application was considered in turn, with additional information provided in response to Member questions.

The Panel **AGREED** the following in relation to the Expressions of Interest:

Not Approved to the Next Stage:

- Culduthel After School Club
- Yarrows Heritage Trust
- NICE

The Panel **NOTED** that:

- i. the projects would be directed to other sources of funding, and it was hoped they would ultimately go ahead; and
- ii. response letters to unsuccessful applicants would explain the reasons the application had been rejected.

The Panel **AGREED** that a hyperlink to the GRANTnet funding research facility be added to the Council's Community Challenge Fund webpage.

6. Community Challenge Fund – Applications

There had been circulated Report No. CCF3/13 dated 25 September 2013 by the Assistant Chief Executive updating the Panel on progress with applications for the Community Challenge Fund.

Summaries of the current position with regard to the applications from (i) Fort Augustus and Glenmoriston Community Company; (ii) Kyle and Lochalsh Community Trust; (iii) Lochalsh Sports Association; (iv) Lochaber Sports Association; (v) Kinlochleven Community Association; and (vi) Kirkmichael Trust were included within the report.

Members considered each project in turn, and **NOTED** the progress and information provided in response to questions.

7. Community Challenge Fund – Engagement Plan

There had been circulated Report No CCF4/13 dated 25 September 2013 by the Assistant Chief Executive updating the Panel on the outcomes of the Community Challenge Fund Workshop held with staff from Highland Council and partner organisations, and proposing an Engagement Plan to further promote the Fund and encourage interest and participation from community groups.

The Chairman highlighted the attendance of Third Sector bodies at the Workshop. These bodies had indicated they would be able to support communities to generate viable bids to the Fund.

In speaking to the report, the Assistant Chief Executive highlighted the key points arising from the Community Challenge Fund Workshop, including suggestions to:

- improve communication and presentation of information to communities

- publish a directory of Council services on the Community Challenge Fund website
- improve links to Third Sector organisations to provide support to communities on developing an application.

She also reminded Members that it had previously been agreed that the Fund would be reviewed after 12 months and Member feedback would be sought on the criteria used, in particular in relation to the Council's prevention agenda and the potential benefits community proposals would have in the longer term.

In discussion, Members sought clarification and further information on the way the Fund could be used in relation to the preventative agenda, particularly in such areas as education and social work.

The importance of publicising and promoting the Fund, through the website, Ward Forums etc., was emphasised. This would be worked on in the coming weeks.

Following discussion, the Panel **APPROVED** the Engagement Plan, subject to the inclusion of suggestions made at the Workshop as listed above, and **AGREED** that the potential to use the Fund in support of the preventative agenda be explored as part of the 12 month review.

The meeting ended at 2.35 p.m.