

Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Customer Services
Executive Director: Douglas Hendry



Kilmory, Lochgilphead, PA31 8RT
Tel: 01546 602127 Fax: 01546 604435
DX 599700 LOCHGILPHEAD
24 May 2018

NOTICE OF MEETING

A meeting of the **OBAN COMMON GOOD FUND** will be held in **INTERVIEW ROOM 2, MUNICIPAL BUILDINGS, OBAN** on **THURSDAY, 31 MAY 2018** at **2:30 PM**, which you are requested to attend.

Douglas Hendry
Executive Director of Customer Services

BUSINESS

1. APOLOGIES

2. DECLARATIONS OF INTEREST

3. MINUTES

Oban Common Good Fund – 2nd March 2018 (Pages 3 - 6)

4. CORRESPONDENCE (Pages 7 - 10)

5. END OF PROJECT MONITORING

(a) End of Project Monitoring Update (Pages 11 - 14)
Report by Area Governance Officer

E1 (b) UHI Wind and Wave Club (Pages 15 - 16)

E1 6. ACTUAL INCOME EXPENDITURE REPORT

E1 7. APPLICATION SUMMARY (Pages 17 - 18)

8. NEW APPLICATIONS

- E1 (a) Glencruitten Cathedral of Trees (Pages 19 - 58)
- E1 (b) Home Start Lorn (Pages 59 - 102)
- E1 (c) Oban Youth Cafe (Pages 103 - 154)

9. DATE OF NEXT MEETING

The Committee will be asked to pass a resolution in terms of Section 50(a)94) of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an “E” on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

- E1 **Paragraph 6** Information relating to the financial or business affairs of any particular person (other than the authority)

OBAN COMMON GOOD FUND

Councillor Kieron Green
Councillor Sir Jamie McGrigor

Councillor Jim Lynch
Councillor Elaine Robertson (Chair)

Contact: Andrea Moir, Senior Area Committee Assistant - 01369 708662

MINUTES of MEETING of OBAN COMMON GOOD FUND held in the MUNICIPAL BUILDINGS, OBAN on FRIDAY, 2 MARCH 2018

Present: Councillor Elaine Robertson (Chair)
Councillor Kieron Green Councillor Jim Lynch

Attending: Iain Jackson, Governance and Risk Manager
David McGregor, Simmers & Co
Marri Malloy, Chair of Oban Community Council
Dugald Cameron, Church of Scotland
Councillor Roddy McCuish (observer)

1. APOLOGIES

Apologies were received from Councillor Jamie McGrigor, no other attendees were expected.

2. DECLARATIONS OF INTEREST

Councillor Robertson declared a non-financial interest at item 8. (d) Port of Oban Cruise Ship due to her involvement with the group.

Mairi Malloy declared a non-financial interest at items 8. (d) Port of Oban Cruise Ship and 8. (e) Soroba Community Enterprise Ltd, due to her involvement with both groups.

3. MINUTES

The minutes of the Oban Common Good Fund held on 14th November 2017 were approved as a correct record.

4. OBAN COMMON GOOD BANKING ARRANGEMENTS

Trustees considered a report that seeks to amend the signatories to reflect the new Governance working arrangements.

It was noted that the application form would also need to be amended to reflect any changes.

Decision

Trustees agreed the recommendations at 3.1 and 3.2 of the submitted report.

(Ref: Report by Area Governance Officer dated 2nd March 2018, submitted)

The Committee resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973, to exclude the public for the following items of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraph 6 of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

5. END OF PROJECT MONITORING

(a) **An Comunn Gaidhealach an Obain**

The Trustees considered an end of project monitoring form from the An Comunn Gaidhealach an Obain which was noted.

(b) **Highlands and Islands Music and Dance Festival**

The Trustees considered an end of project monitoring form from the Highlands and Island Music and Dance Festival which was noted.

6. ACTUAL INCOME EXPENDITURE REPORT

A financial statement detailing the current position of investment transaction for the period 1st April 2017 – 31st January 2018 was considered.

Decision

The Trustees noted the information provided.

(Ref: Financial Statement by David McGregor, Simmers & Co dated 2nd March 2018, submitted).

7. APPLICATION SUMMARY

The Trustees noted the application summary for the continued and new applications.

The Chair ruled and the Trustees agreed to take an application submitted by Police Scotland Youth Volunteers as an urgent item due to time constraints on the application.

This item was therefore taken as item 8. (g) of the agenda.

8. NEW APPLICATIONS

(a) **Camanachd Association**

The Trustees considered the application from the Camanachd Association.

Decision

The Trustees agreed to award £6000 to the Camanachd Association for their shinty event, but noted that this award could not be used for staffing costs and due to the sum awarded being over £5000 the Group could now not apply to the Oban Common Good Fund for another two years.

The Trustees also noted that they would like the Oban Common Good Fund recognised for their contribution, in any promotions/advertising of the event.

(b) **Oban Live**

The Trustees considered the application from Oban Live.

Decision

The Trustees agreed to award £4025 to Oban Live towards their event and they noted their hope that local people and businesses were used for the event where possible, and that the Oban Common Good Fund would be recognised for their contribution, in any promotions/advertising of the event.

(c) **Oban Otters**

The Trustees considered the application from Oban Otters.

Decision

The Trustees agreed to award £2814 to Oban Otters to provide Replacement equipment.

Councillor Robertson, having declared a non-financial interest in the application from Port of Oban Cruise Ship left the room and took no part in the discussion of this item. Councillor Green took the Chair.

Mairi Malloy having declared a non-financial interest in the applications from Port of Oban Cruise Ship and Soroba Community Enterprise Ltd left the room and took no part in either discussion.

The trustees agreed to delegate responsibility to the Governance and Risk Manager for discussion of this item, to ensure the meeting remained quorate.

(d) **Port Of Oban Cruise Ship**

The Trustees considered the application from Port of Oban Cruise Ship.

Decision

The Trustees agreed to award £2500 to Port of Oban Cruise Ship to train walking tour guides.

Councillor Robertson returned to the meeting and took the Chair.

(e) **Soroba Community Enterprise Ltd**

The Trustees considered the application from Soroba Community Enterprise Ltd.

Decision

The Trustees agreed to award £2308 to Soroba Community Enterprise towards the cost of a new community centre.

Mairi Malloy returned to the meeting.

(f) **Highlands and Islands Music and Dance Festival**

The Trustees considered the application from Highlands and Islands Music and Dance Festival.

Decision

The Trustees agreed to award £1500 to Highlands and Islands Music and Dance Festival to reinstate the pipe band parade.

The Trustees also noted that they would like the Oban Common Good Fund recognised for their contribution, in any promotions/advertising of the event.

(g) **Police Scotland Youth Volunteers**

The Trustees considered the application from Police Scotland Youth Volunteers.

Decision

The Trustees agreed to award £540 to Police Scotland Youth Volunteers towards footwear and the overall costs of uniforms.

9. DATE OF NEXT MEETING

The next ordinary meeting of the Oban Common Good Fund is scheduled for Wednesday 9th May, 14.30pm, Corran Halls, Oban.

The Trustees also noted there is a provisional date of the 28th March 2018 for an additional meeting if required.



The Administrator
Oban Common Good Fund
Argyll & Bute Council
Kilmory
Lochgilphead
PA31 8RT

15th May 2018

Reference: Port of Oban Cruise Group – Yellow Badge Tour Guide Training

Dear sir/madam,

On behalf of the Port of Oban Cruise Group I would like to thank you for your financial support with the above initiative. Your contribution enabled the group to facilitate the cost of training in conjunction with The Scottish Tour Guides Association.

All twelve guides gained Scottish Tour Guides Association - Yellow Badge status, and this will enable them to undertake tours in and around Oban. As a group we can now provide bespoke tours for our many visitors. All profits generated from this group will be invested in future marketing of the Oban.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Andrew Spence', with a long horizontal stroke extending to the right.

Andrew Spence
Treasurer – Port of Oban Cruise Group

Port of Oban Cruise Group
BID4Oban Offices – 43 Stevenson Street Oban PA34 5NA
01631 569915
portofoban@bid4oban.co.uk

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Dear Melissa,

On behalf of Oban Live and myself, I'd like to thank the Trustees of Oban Common Good Fund for the award of £4025 towards Fringe and Town Signage projects in Oban. This is fantastic news and incredibly helpful in building the event's impact and opportunities for the local community.

Please do send over your OCGF logo when you can and we can include this in relevant marketing materials.

Have a great weekend.

Kind regards,
Pauline.

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Pauline Clifford
Head of Communications (Oban based)
Oban Live
07791573247

Email: pauline@obanlive.com
Twitter (OL): @OBANLIVE
Web: www.obanlive.com
Facebook: www.facebook.com/obanlive
Instagram: www.instagram.com/obanlive
Snapchat: OBANLIVE

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ARGYLL AND BUTE COUNCIL**OBAN COMMON GOOD FUND****CUSTOMER SERVICES****31 MAY 2018**

END OF PROJECT MONITORING

1.0 EXECUTIVE SUMMARY

This report provides members with information regarding the number of beneficiaries from the Oban Common Good Fund during the financial years 2016/17 and 2017/18 that have yet to submit their End of Project Monitoring Forms.

ARGYLL AND BUTE COUNCIL

OBAN COMMON GOOD FUND

CUSTOMER SERVICES

31 MAY 2018

END OF PROJECT MONITORING

2.0 INTRODUCTION

- 2.1 A total of 33 awards were made during financial years 2016/17 and 2017/18 to organisations in accordance with the grant criteria (23 in 2016/17 and 10 in 2017/18). As at the date of this report 25 End of Project Monitoring Forms (EoPMF) have yet to be returned although 2 events supported have yet to take place.

3.0 RECOMMENDATIONS

- 3.1 That the trustees note the number of outstanding EofPMF and instruct the Area Governance Officer to invite those organisations who have not yet returned their monitoring forms to do so in order to comply with the terms of the grant funding.

4.0 DETAIL

- 4.1 During financial years 2016/17 and 2017/18 a total of 33 organisations benefited from funding from the Oban Common Good Fund with £66,457 being distributed over the 2 financial years.
- 4.2 Trustees must satisfy themselves that the grants awarded are used appropriately, in accordance with the Fund criteria and giving a level of information which enables trustees to be satisfied that this has happened or can seek to recover the grant monies.
- 4.3 In order to ensure the monies paid out have the best interests of the community, applicants are required to complete an End of Project Monitoring Form which must outline the amount of funding, any match funding, project details and outcomes, including the number and breakdown of people who benefitted from the award.
- 4.4 Upon receipt of these forms, they are included on the agenda for the next scheduled meeting. Trustees should read these forms and satisfy themselves that the purpose of the award is consistent with the objectives set out in the application. In most cases the EoPMF will be noted as being consistent but should this not be the case then the distribution criteria states that every attempt should be made to recover the funds.

5.0 CONCLUSION

- 5.1 Due to the number of outstanding EoPMF it is suggested that each of the organisations be contacted to remind them that it is a condition of the grant payment that a form be returned in order to ensure that the monies have been used in accordance with the criteria.

6.0 IMPLICATIONS

- 6.1 Policy – return of a completed EoPMF is consistent with the offer of funding
- 6.2 Financial – grants paid may be recovered if trustees are not satisfied that the monies paid out are consistent with the terms of the application/award.
- 6.3 Legal – Trustees must satisfy themselves that the purpose of the grant has been achieved.
- 6.4 HR – None, work required will be conducted from existing staff resources
- 6.5 Equalities – None
- 6.6 Risk – Failure to assess the impact of the award may be subject to scrutiny
- 6.7 Customer Service - None

Executive Director of Customer Services

23 May 2018

For further information contact: Melissa Stewart, Area Governance Officer,
Kilmory, Lochgilphead (01546 604331)

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