

The Highland Council

Minutes of Meeting of the **Community Challenge Fund Applications Panel** held in Committee Room 1, Council Headquarters, Glenurquhart Road, Inverness, on Wednesday, 25 February 2014, at 3.10 p.m.

Present

Dr D Alston	Mr J Gray
Mr D Hendry	Mrs C Wilson

Committee Chairs

Mr A Christie	Mr G MacKenzie
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Officials in attendance:

Ms M Morris, Assistant Chief Executive
 Mr P Mascarenhas, Community and Democratic Engagement Manager
 Ms L Lee, Committee Administrator

Dr D Alston in the Chair

1. Apology for Absence

An apology for absence was intimated on behalf of Mrs F Robertson.

2. Declarations of Interest

There were no declarations of interest.

3. Minutes of Meeting of 26 November 2014

There had been circulated and were **NOTED** Minutes of meeting held on 26 November 2014, which had been approved by full Council on 18 December 2014.

4. Assessment Criteria

The Panel **NOTED** that copies of the Assessment Criteria were available for reference if required.

5. Community Challenge Fund – Round 9

There had been circulated Report No. CCF1/15 dated 18 February 2015 by the Deputy Chief Executive on progress with applications to the Community Challenge Fund, including new Expressions of Interest, Applications received and Applications pending. The report also outlined steps being taken to introduce monitoring and evaluation of projects. A letter dated 23 February 2015 from Caberfeidh Horizons, providing information on the development of their business plan, was tabled.

The Deputy Chief Executive summarised the main points of the report, and in response to a question raised, undertook to seek clarification on the financing of a particular project.

The two Applications were discussed in depth. Members were broadly supportive of both projects in principle, being of the view that they appeared to meet the

preventative spend criterion and had good potential, including in providing an example to other communities. Ways of measuring outcomes and impact for both projects would need to be developed.

With regard to the Application from For the Right Reasons, consideration was given to: the project's fit with Single Outcome Agreement commitments; wider potential benefits deriving to the community from example setting; and that, should the pilot prove successful, how any subsequent, larger project would be funded.

With regard to the application for Caberfeidh Horizons, consideration was given to: the project's fit with the integration of services (the Council, the NHS, third sector activities); the capacity of volunteers; and other buildings that might be available locally; but in particular, to the large size of the project, the need for a detailed business plan, and the potential role of HISEZ in developing this.

In discussion of the proposals for monitoring projects, Members expressed the view that visiting some of the projects would be beneficial.

The Panel **NOTED**:

- i. that work was ongoing with regard to Expressions of Interest received from the Seaboard Memorial Hall and the Sutherland Partnership;
- ii. that Smithton and Culloden Community Council was currently in abeyance;
- iii. the work to be undertaken as part of the Council's Transformation Programme to monitor project outcomes and ensure that agreed savings were achieved from the approved CCF projects;
- iv. that officers would investigate whether there was any surplus Highland Council accommodation which could be used for the Caberfeidh Horizons project; and
- v. that officers would take forward Member proposals that visits be arranged for some projects.

The Panel **AGREED**:

- i. that the Expression of Interest from Smithton and Culloden Community Council be placed on hold meantime;
- ii. to recommend to the Council that:
 - a. the Application from For the Right Reasons be approved; and
 - b. the Application from Caberfeidh Horizons be not approved, but that the Council provide Challenge Fund support to enable HISEZ to work with the group to develop a detailed business plan, on the following basis:
 - o an initial allocation of up to £2,000 to cover the costs of HISEZ input and evaluation of the project, in particular to support the development of a detailed business plan
 - o the outcome of the HISEZ evaluation of the project being reported by email to the Panel;
 - o in the event that the HISEZ evaluation was positive, a further £3,000 being released to develop the project in consultation with officers without further recourse to the Panel
 - o in the event that the HISEZ evaluation was not positive, the project as proposed be not progressed.

The meeting ended at 3.55 p.m.