

## Appendix 2 – Area Committee Responses

<b>Committee</b>	<b>Comments</b>	<b>Officer Response</b>	<b>Comments or Changes to Policy</b>
Banff & Buchan	<p>Commend officers on the report and work to support review of the Common Good Policy; and</p> <p>Comments to Business Services Committee as undernoted:</p> <p>1. Request greater level of detail and information on income and expenditure and what is available to spend.</p> <p>2. Propose annual report for Members' consideration of outcome of applications.</p>	<p>Noted</p> <p>1. Partially Agreed.</p> <p>2. Agreed. The Council needs to be more transparent in what funds are contained within Common Good Funds and on how many applications have been received and processed and the benefits arising from those applications.</p>	<p>N/A</p> <p>1. The Policy is clear on what is available to spend – no change recommended to policy - financial information within the Policy will be updated annually</p> <p>1. More financial Information will be included in the new Annual report to Area Committees (see No 2 below)</p> <p>1. Financial information will be provided on the new landing page on the website (see No 2 below)</p> <p>2. New format of annual report on each individual Common Good Fund to be presented to Area Committees for comment and consideration rather than circulated as a briefing paper enabling Members to see what income/expenditure is available for each fund and reporting back on the number of applications received – reasons for any rejected applications, amounts awarded and the</p>

<b><u>Committee</u></b>	<b><u>Comments</u></b>	<b><u>Officer Response</u></b>	<b><u>Comments or Changes to Policy</u></b>
	<p>3. Encourage greater publicity of funds available and how the funds can be accessed.</p> <p>4. Register of Assets should be listed by types (e.g., property/ land/ art etc.)</p> <p>5. Where possible assets should be kept/ returned to their own area. (e.g.,</p>	<p>3. Agreed and this was recommended by Audit as the reason for the review of Policy</p> <p>4. Accepted. Register of Assets per Common Good Burgh shall be listed by types as suggested.</p> <p>5. Members have assumed that these items are Common Good assets.</p>	<p>benefit arising to the Community to help raise the profile and to show transparency in the decision-making process</p> <p>3. A new Common Good landing page is being created for the Council website which will provide information on what Common Good is for, how to apply and what funds are available. It will have links to the Asset Register and the existing pages for each Area Committee on how to apply for Common Good funding. It will also have links to financial information.</p> <p>3. Once the page is live, we will liaise with comms to run an article on Common Good in the press and on social media</p> <p>3. Members also have a role to play in raising the profile of the existence of Common Good funds that exist within their areas.</p> <p>4. This does not impact on the terms of the Common Good policy.</p> <p>5. Some of the assets referred to by Members may not be Common Good assets but assets belonging directly to the</p>

<b>Committee</b>	<b>Comments</b>	<b>Officer Response</b>	<b>Comments or Changes to Policy</b>
	Deskford carnynx/ cannon).jack	Officers have found no information to date that they are Common Good assets	Council. Work will be done on a priority basis, as resources permit, to establish whether such items are Common Good or Council assets, as well as researching the terms of any agreements for the loan of these assets to outside bodies.
Marr	<ol style="list-style-type: none"> <li>1. Concern that some assets on the asset register seemed to be undervalued</li> <li>2. Concern that no assets in Marr were listed on the asset register.</li> <li>3. Recommended that the regularity in which the register would be updated be quantified rather than “updated periodically”.</li> </ol>	<ol style="list-style-type: none"> <li>1. Noted. Specification from those concerned is needed to know which assets are thought to be undervalued.</li> <li>2. Not all of the Common Good funds have identified or confirmed physical assets, some, such as Marr, only have monetary capital and revenue available.</li> <li>3. While further items will be added if it is found that they tick all the boxes for Common Good there is no means of predicting when such putative items will appear. Further entries will be added when the question is raised of whether a given area of land or property may be Common Good and</li> </ol>	<ol style="list-style-type: none"> <li>1. Any work required in relation to valuation of assets is a procedural matter and does not impact on the terms of the Policy.</li> <li>2. This does not impact on the terms of the Common Good Policy.</li> <li>3. This does not impact on the terms of the Common Good Policy. As indicated in the officer comments, the Common Good Register will be updated when assets are identified that meet all of the Common Good criteria.</li> </ol>

<b><u>Committee</u></b>	<b><u>Comments</u></b>	<b><u>Officer Response</u></b>	<b><u>Comments or Changes to Policy</u></b>
	<p>4. Suggested further clarification was required on the Common Good Fund criteria e.g. who could apply.</p>	<p>investigation undertaken concludes that all the relevant criteria for Common Good delineation have been satisfied.</p> <p>4. The criteria in the Policy are clear. Further work is to be done around raising the profile, the applicant pack online</p>	<p>4. A new Common Good landing page is being created for the Council website which will provide information on what Common Good is for, how to apply and what funds are available. It will have links to the Asset Register and the existing pages for each Area Committee on how to apply for Common Good funding. It will also have links to financial information.</p> <p>4. Once the page is live, we will liaise with comms to run an article on Common Good in the press and on social media</p> <p>4. Members also have a role to play in raising the profile of the existence of Common Good funds that exist within their areas.</p>
Garioch	<p>Committee suggested that the wording be changed regarding the action to be taken by the Area Manager following a decision by the</p>	Noted	<p>The Flowchart will be corrected in the Officer's Procedural Information Pack.</p> <p>This does not impact the terms of the Common Good Policy itself.</p>

<b><u>Committee</u></b>	<b><u>Comments</u></b>	<b><u>Officer Response</u></b>	<b><u>Comments or Changes to Policy</u></b>
	Ward Members Ref. Flowchart on Page 71.		
Buchan	<p>Further agreed to request</p> <p>(1) that when Peterhead Common Good Fund applications come forward to Peterhead Members for consideration, that a note of the current interest rate be included along with the income generated and current balance, and</p> <p>(2) to request that Buchan's Funding Page on the Council's Website be updated and publicised</p>	<p>The provisions within the Scheme of Governance apply.</p> <p>1. Finance and Legal Officers are consulted on every application made and Finance Officers provide financial information for every application made so this information is already provided prior to an Area Manager liaising with Local Members before deciding if an application should be granted and how much should be awarded.</p> <p>2. Agreed</p>	<p>1. No changes are required to the Scheme of Governance Powers, the relevant procedures are already in place and implemented by Officers.</p> <p>2. This will be done as part of the creation of the new website landing page designed to raise public awareness – links will be included to the appropriate Area Funding Pages. The financial information will be updated bi-annually.</p> <p>2. Once the web page is fully functional, comms will run an article on social media highlighting the Common Good funds, who can apply and what funds can be used for.</p>

<b><u>Committee</u></b>	<b><u>Comments</u></b>	<b><u>Officer Response</u></b>	<b><u>Comments or Changes to Policy</u></b>
	(3) Agreed to advise Business Services Committee that the Buchan Area Committee welcomes and accepts the terms of the current Common Good Policy and has no further comments or recommendations.	3. Noted	2. Members also have a role to play in highlighting awareness of Common Good within their areas.  3. Not applicable
Formartine	(i) The proposed regular reporting to Area Committees was welcomed  (ii) The funds need to be promoted more widely	1. Noted  2. Agreed this was recommended by Audit as the reason for the review of Policy	1. New format of annual report on each individual Common Good Fund to be presented to Area Committees for comment and consideration rather than circulated as a briefing paper enabling Members to see what income/expenditure is available for each fund and reporting back on the number of applications received – reasons for any rejected applications, amounts awarded and the benefit arising to the Community to help raise the profile and to show transparency in the decision-making process  2. A new Common Good landing page is being created for the Council website which will provide information on what common good is for, how to apply and

<b><u>Committee</u></b>	<b><u>Comments</u></b>	<b><u>Officer Response</u></b>	<b><u>Comments or Changes to Policy</u></b>
			<p>what funds are available. It will have links to the Asset Register and the existing pages for each Area Committee on how to apply for common good funding. It will also have links to financial information.</p> <p>2. Once the page is live, we will liaise with comms to run an article on Common Good in the press and on social media</p> <p>3. Members also have a role to play in raising the profile of the existence of Common Good funds that exist within their areas.</p>
Kincardine & Mearns	<p>1. Paper copies of the Register should be made available from all Service Points across Aberdeenshire.</p>	<p>1. Noted.</p> <p>The Council is moving away from paper copies being available however all service points and local libraries will be made aware of the Policy and the application forms and where they are located on the website and paper copies will be printed upon request free of charge – a provision already contained with the Council’s Publication Scheme.</p>	<p>1. No changes required to the Policy.</p> <p>1. All service points and local libraries will be made aware of the Policy and the application forms and where they are located on the website and paper copies will be printed upon request free of charge</p>

<b><u>Committee</u></b>	<b><u>Comments</u></b>	<b><u>Officer Response</u></b>	<b><u>Comments or Changes to Policy</u></b>
	<p>2. Clarity is required around financial procedures for communities claiming funds specifically if copies of receipts are required prior to payments being made</p> <p>3. Noted that area Committee could recommend local variations to Business Services Committee in respect of the handling of financial applications for Common Good Funds within their area of Aberdeenshire</p>	<p>2. No change is being made to the practices already in place to ensure proper financial management of the Common Good funds. This is standard practice through the Financial rules around awarding money to outside bodies/persons. Money is awarded retrospectively upon evidence being produced by the applicant that payments have been made.</p> <p>3. Noted. However, variations relate to the criteria that can be applied under the Policy. The handling or processing of applications is set out within the Scheme of Governance across all 6 areas.</p> <p>4. Noted that the status of this piece of land needs</p>	<p>2. No changes required to the Council's financial procedures.</p> <p>3. No changes to the powers in the Scheme of Governance required and no specific recommendations made by the Committee relating to a local variation of the criteria set out in the Common Good Policy.</p> <p>4. Work will be done in relation to this land by the Conveyancing Team as work</p>



<b><u>Committee</u></b>	<b><u>Comments</u></b>	<b><u>Officer Response</u></b>	<b><u>Comments or Changes to Policy</u></b>
	4. Requested that Legal Officers confirm the Council position on common good ownership in response to a query raised regarding Memorial Park, Laurencekirk	to be investigated further	priorities and resources permit. If established as a common good asset it will be added to the Common Good Asset Register. Indications are that it is Common Good.