



An Suidhe Wind Farm Community Fund

Panel Meeting

Brander Lodge Hotel, Bridge of Awe

8th November 2017, 3pm – 5pm

Minutes

Present: Agnes Fleming (Dalavich Improvement Group), Irene McClounnan (Dalavich community), Andrea Henderson (Furnace community), Catriona O'Keeffe (Glenorchy & Inishail Community Council), Alan Kettle-White (Eredine community), Adrian David (Inveraray Community Council), Paul Honey (Inveraray Community Council).

In attendance: Tom Black (Foundation Scotland)

Apologies: Mike Masters (Furnace Community Council)

1. Welcome and Introductions

Andrea Henderson agreed to chair, Tom Black to take minutes.

The Panel welcomed new member Irene MacClounnan, representing Dalavich. All present introduced themselves. Irene outlined her background as a long standing member of the community, Board member of the Dalavich Improvement Group (though not appointed on that basis), and as owner of a holiday cabin business. Tom had provided Irene with relevant papers covering the role, Fund governance and grant-making process.

Tom Black confirmed that he would continue as Foundation Scotland's representative for the Fund, as Kim Soliman had taken maternity leave.

2. Previous minutes and matters arising

The minutes of the previous meeting had been approved by e-mail.

Two awards made in the previous year had not been paid out. Furnace Amenity Association (A420652) had required to start discussions with Argyll & Bute Council afresh regarding a service level agreement to install and provide power for street



lighting due to personnel changes at the Council. Panel agreed an extension to the grant period to allow these to be concluded.

Action: Tom Black to notify the awardee.

Loch Awe Improvement Association (A420762) had yet to fulfil various conditions relating to its accounts and amendments to its governing document. Panel agreed an extension to the grant period to allow the project to be delivered in the coming year.

Action: Tom Black to send a note of conditions not met to Catriona O'Keeffe

Action: Catriona O'Keeffe to follow up with the awardee.

All other matters arising were covered under other agenda items.

3. Panel membership & register of interest

Irene McClounnan replaced Jane Bruce as Dalavich community representative.

Agnes Fleming had become Chair of Dalavich Improvement Group.

Action: Tom Black to update Panel Register of Interest.

4. Fund business

a) Fund name change

The owners of An Suidhe Wind Farm had changed, to Innogy Renewables UK Ltd (owning 51%) and Green Gecco, a German company comprising Innogy Renewables and various German municipalities (owning 49%). In light of the change in ownership, the Foundation had been instructed by Innogy Renewables that the Fund should be referred to as An Suidhe Wind Farm Community Fund in all publicity and correspondence.

b) Fund statement

Panel noted a Fund balance of £26,454.55 for distribution.

c) Terms of Reference – proposed amendments

Tom had circulated a revised Terms of Reference for the Panel, to take account of various improvements in practice identified by Foundation Scotland since these had been drafted in 2013 and the change in Fund name. Panel agreed and adopted the revised Terms of Reference.



d) Online applications

Tom asked whether any concerns or difficulties had been raised with Panel Members by members of applicant groups regarding the move to on-line applications only. None had been received; Panel therefore agreed to continue with on-line applications only.

e) Plaques

Innogy Renewables had provided a number of branded plaques promoting the Fund, to be placed on capital facilities where a grant had been awarded. 22 had been sent out to previous awardees by Foundation Scotland. The Foundation would send these out to all new awardees too, where appropriate.

5. Grant-making

a) Declarations of interest

None declared.

b) Assessment reports & decisions

Five assessment reports were reviewed and award decisions made as follows.



Applicant	Purpose of Grant	Awarded	Feedback / Conditions
Inveraray Golf Club	To contribute to the purchase of a new ride-on mower for use in maintaining the course.	£2,604.00	None.
Furnace Amenity Association	To purchase and install 30 oak waymarker posts and three noticeboards on the Leacainn Walk to provide an updated map of the Walk and additional information about its historic sites and newly opened routes.	£5,094.00	None. Panel agreed to waive a suggested condition around securing written agreement from landowner as the project had a strong track record and such an approach may put landowners off.
Furnace Amenity Association	To commission a professional website developer to redesign the group's website, making it easier to update and maintain.	£2,700.00	None.
Inveraray Tums, Tots and Toddlers	To fund a series of holiday events for the group as well as toys, stationery and other costs.	£1,600.00	Condition of grant: That the Group revise its current constitution, with the newly adopted version covering: <ul style="list-style-type: none"> • Addition of a clause to state no distribution of funds to the members, other than by way of reimbursing reasonable expenses incurred by volunteers in the line of duty; • Firm minimum and maximum numbers of committee members, stating no less than three unrelated members as a minimum;



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			<ul style="list-style-type: none"> • provision for AGMs, and the business to be conducted at these, including: election of committee members; presentation of the groups' financial position to members; and a report on the year's activities • Provision for regular rotation and retirement of office bearers; • Financial procedures to state that all expenditure (cheque or electronic transfer) must be authorised by a minimum of two committee members; • Dissolution clause to state that the net assets on winding up of the group will not be disbursed to the members but will be transferred to another group in the area with similar aims. <p>Foundation Scotland can provide sample wording for the above should the group require.</p>
Inveraray Primary Parent Council	To purchase waterproofs for all the pupils in the school to support outdoor education.	£1,345.50	None.
Total		£13,343.50	



c) Micro grants update

All four micro-grant instalments, at £1,000 per community, had been paid out in March / April 2017. The 2018 instalments would be paid out on receipt of completion reports.

Action: Community Council / DIG representatives to ensure micro-grant reports are submitted to FS by 31st March 2018.

Agnes Fleming asked whether a further increase in micro-grant awards, to £1,500 per community, was possible. Tom Black considered this a difficult case to make to Innogy without clear evidence of need and in light of the uplift from £500 to £1,000 in the previous year. Other Panel Members were not aware of further demand in their areas.

6. Planning for 2018

a) Fund promotion

Action: Tom to circulate 2018 promotional poster to Panel members at start of April.

Action: Tom to ensure a press release covering awards made and 2018 application deadlines is circulated to the Argyll Advertiser, Oban Times and Press & Journal.

b) 2018 Fund dates

Application deadline was agreed as 8th October, Panel meeting as 21st November.

Action: Tom to update Fund webpage.

7. Foundation Scotland update – CARES contract

Foundation Scotland had begun delivering some community engagement and community benefit aspects of the Scottish Government's CARES (Communities and Renewable Energy Scheme) programme (2017-2020). On behalf of CARES the Foundation was responsible for updating the online Community Benefits Register, developing a community benefit toolkit and case studies that would be available on the CARES website, and providing support to the CARES Enablement Grants scheme. The Foundation welcomed the opportunity to contribute its expertise into CARES and identify and share more widely good practice in relation to community benefit and aspects of community engagement relevant to renewable energy projects.

8. AOCB

None.