

Clashindarroch Wind Farm Community Fund

Panel Member Role Profile

Overview

Clashindarroch Wind Farm Community Fund is provided by Vattenfall, the owner and operator of the Wind Farm. Starting in 2015, Vattenfall are committed to providing £185,000 (index linked) in each year to support charitable activities within the communities of Cabrach, Huntly & District, Strathbogie, and Tap o Noth. The Fund is managed by Foundation Scotland, an independent charity with grant-making expertise.

The Panel is an informal body of people who live, work or actively volunteer in the area served by the Fund, drawn together for the purpose of advising on decisions about grant awards. Panel Members therefore play an important role in the governance of the Fund.

Panel members may come from any walk of life and no specific expertise is required. In fact, the more diverse the Panel is, the more likely its decisions will reflect a wide range of local perspectives, interests, and experience. All Panel members are however expected to take a healthy interest in community issues and activities, be well informed about these, and have a desire to see the Fund make a real difference to the area.

The Panel can have up to 12 members. This includes two members nominated from each of the community councils (or equivalent bodies) for Cabrach, Huntly & District, Strathbogie and Tap O Noth, and one further member per each of those four areas, selected from the wider community. Panel members are expected to serve for up to four years.

Therefore, if you are aged 16 or over and live, work or actively volunteer in Cabrach, Huntly & District or Strathbogie, you are invited to nominate yourself to serve on the Panel. If more nominations are received than there are spaces available, Panel Members will be selected through a fair and transparent process to be agreed by Foundation Scotland.

The Panel operates to a Terms of Reference. This includes a conflict-of-interest policy that ensures that Panel members are not involved in decisions about applications from groups they are directly involved with.

Key Responsibilities

- **Inform and support the Fund Framework:** Panel members will be guided by the Fund Framework which details the Fund's purposes and priorities, award sizes, deadline

frequencies, and general grant-making approach. The Panel will keep the Framework under review.

- **Attend an induction session:** Led by Foundation Scotland, this will focus on building an effective Panel.
- **Review assessment and monitoring reports:** Foundation Scotland will assess all applications to the Fund and provide assessment reports for consideration by Panel Members before each award-making meeting. The Foundation also provides the Panel with information on the achievements and outcomes reported by grant recipients.
- **Attend Panel meetings:** where decisions will be made on grant awards. Panel members will also review the Fund's financial position and progress regarding awards made and consider any other relevant items of Fund business. They are also asked to contribute to a Fund review meeting every three years.
- **Promoting the Fund locally:** Panel members are encouraged to play a role in promotional activity in their local area, for example distributing posters, forwarding emails, posting on social media, attending publicity events.
- **Provide information to their respective community council (or equivalent) on fund activity:** Panel members nominated by their community council (or equivalent body) will report back on fund activity to ensure the community council is informed of fund status and relevant key decisions.

Additional Information:

- The Panel is supported by a named staff member at Foundation Scotland. The Foundation assesses all applications to the Fund and supports Panel meetings.
- The Panel meets to make recommendations on awards three times per year. This may change depending on the available balance, demand for grants, and so on, but will not exceed four decision meetings per year.
- This is a voluntary role; however all reasonable expenses, e.g. travel and childcare, incurred in relation to the role may be met from the Fund. Such costs are expected to be kept to a minimum and may not exceed 2.5% of the annual Fund value.
- Foundation Scotland promotes openness and transparency in its community benefit work and will make brief information about Panel members available on our website. This will not include their contact details.
- For further information please contact Tom Black at Foundation Scotland on 0131 524 0331 or at tom@foundationscotland.org.uk