



INFRASTRUCTURE SERVICE & COMMUNITIES

SERVICE LEVEL AGREEMENT BETWEEN ABERDEENSHIRE COUNCIL AND MARR AREA PARTNERSHIP 2014/2017

1. Scope

This agreement establishes the scope of work of the Marr Area Partnership and the relationship with Economic Development and the Area Manager (Marr) of Aberdeenshire Council.

2. Background

Rural Partnerships have played a key role in developing and engaging communities in their areas. To ensure that development opportunities and engagement continues and to facilitate the development of the Aberdeenshire Community Planning Partnership, it has been agreed that for 2014/2017 **£34,333** per year will be allocated from the Economic Development budget to support the development and activities of area wide Rural Partnerships or equivalent organisations in Marr. This is in addition to **£3,000** each area has to support Area Partnerships. In Marr this funding and further **£10,000** funding provided by Marr Area Committee Budget supports the work for 3 years, subject to available budget.

3. Definition of Service

Working closely with Economic Development and the Area Manager (Marr) the Rural Partnership will:

- (i) Promote Community Economic Development by helping additional groups throughout their area with information, implementation, community engagement, to build inclusive/sustainable projects.
- (ii) Provide a local advice service to groups seeking to develop community assets and facilities. This should include options for organisational structures, governance, funding along with other areas required to help realise opportunities in their communities.
- (iii) Provide business and administrative advice to social/community enterprises seeking to develop economic opportunities.
- (iv) Develop a Planning for Real or other appropriate process for engagement with agreed communities and help ensure completion through prioritisation and community action plans based on these exercises to ensure that the achievement is recognised, progression

measured and clear actions agreed. The level of activity is to be agreed with Marr Community Planning Group.

- (v) Identify and implement ways to help communities understand issues around community planning and budget allocation. Together with partner staff they will seek innovative funding and management solutions to overcome challenges facing the community.
- (vi) Ensure and facilitate a two-way flow of information relating to needs and priorities of voluntary sector partners and wider community contacts with Aberdeenshire Council, Community Planning Partners the Marr Community Planning Group.
- (vii) Support and be an active participant in the Marr Community Ward Forums.
- (viii) Work towards identifying; along with the Council, outcomes that fit with the concordat within the Single Outcome Agreement over the course of the year.
- (ix) Work with Cairngorms National Park to inform, develop and support initiatives that bring benefit to Aberdeenshire Communities.
- (x) Publicise the outputs from the Social Audit conducted in 2013/2014. Use to inform how MAP delivers its services.
- (xi) **Positively promote equality of opportunity for the whole population of Marr. Where the opportunity arises work within groups with protected characteristics to help them achieve positive impacts. Provide evidence of the work undertaken and the positive impacts achieved in your annual reporting and monitoring arrangements.**

4. Finances

At the Marr Area Committee on 1 April 2014 a **£30,333** award was approved subject to the conditions of the Service Level Agreement. This agreement is intended to last for 3 years subject to available budget annually. Should the Council have difficulty in financing this agreement in years 2 and 3 it will advise MAP as soon as practically possible.

- (i) Four equal stage payments will be made annually as follows:-

The first payment will be made following the signing of the Agreement at some time during the first quarter. Thereafter payments will be made on:

1 July 2014	1 October 2014
1 January 2015	1 April 2015
1 July 2015	1 October 2015
1 January 2016	1 April 2016
1 July 2016	1 October 2016
1 January 2017	

- (ii) The Council reserve the right to deduct any debts, which may be due prior to making any further payments.

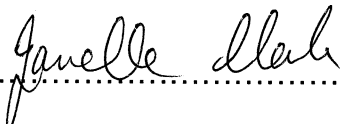
5. Monitoring and Reporting

- (i) Economic Development will undertake an annual monitoring visit, which will incorporate a review of activity, evidence of expenditure and future plans.
- (ii) An annual report will be provided by the Rural Partnership to Economic Development by 31 May 2015 and on this date annually for the length of the agreement. This report will be used as an update to the Local Community Planning Group, Infrastructure Services Committee and the Area Committee annually.
- (iii) To attend at least one Area Committee to provide an update of developments in the area.
- (iv) Aberdeenshire Council's procedures on "Following the Public Pound" will underpin any reporting requirements.
- (v) The Rural Partnership undertakes to allow any Authorised Officer of the Council, or its designated Agents, access to the books of account and other records for the purpose of confirming the accuracy, validity and completeness of information provided in relation to the Agreement.

6. Terms of Agreement

This agreement will commence on 1 April 2014 and will expire on 31 March 2017 subject to budget provision being available.

Signed on Behalf of Aberdeenshire Council


..... Date 26/6/14.....

Signed on Behalf of Rural Partnership


..... Date 25/6/14.....

