

**The Highland Council
City of Inverness Area Committee**

Minutes of Meeting of the **Inverness Common Good Fund Grants Sub-Committee** held in the 1st Floor Committee Room, Town House, Inverness on Monday, 8 August 2016 at 9.30 am.

Present:

Mr I Brown
Mrs H Carmichael
Mr A Christie

Mr R Laird
Mr T Prag
Mrs J Slater

Officials in Attendance:

Mr D Haas, Inverness City Area Manager
Mrs H Tolmie, Administrative Assistant, City Manager's Office
Miss J Green, Administrative Assistant, Corporate Development Service

Mr A Christie in the Chair

Business

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mr A Graham, Mrs E McAllister and Mr G Ross.

2. Declarations of Interest

The Committee **NOTED** the following declarations of interest:-

Item 4 Booklet A – Mrs J Slater (non-financial)

Item 4 Booklet B – Mrs J Slater and Mr T Prag (both non-financial)

3. Exclusion of Public

The Sub-Committee **RESOLVED** that, under Section 50(A) of the Local Government (Scotland) Act 1973, the public should be excluded from the meeting during discussion of the following item on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 6 and 9 of Part 1 of Schedule 7A of the Act.

4. Requests for Financial Assistance 2016/17

Declarations of Interest – Mrs J Slater declared a non-financial interest in the application from Hilton Parish Church on the basis that the applicant had spoken to her and left the room during discussion of the application.

Mrs J Slater and Mr T Prag declared non-financial interests in the application from the Environmental Research Institute, North Highland College UHI as Directors of Eden Court Theatre where the event would be held but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interests did not preclude them from taking part in the discussion.

There had been circulated Report No GSC/07/16 dated 28 July 2016 by the Inverness City Area Manager which listed the applications received for financial assistance from the Inverness Common Good Fund. A copy of the applications and supporting documentation had been circulated as Booklets A and B.

Prior to discussion of the applications, confirmation was sought that the budget balance available for grants was as expected at this time of year and in response it was explained that there was currently an underspend compared to the previous year.

As requested at the previous meeting, an update was provided to Members on the outstanding grant awarded to Inverness Leisure for the floodlighting installation at Queens Park during which it was confirmed that the project was expected to begin construction in early September 2016 for an estimated period of 14 weeks. It was **AGREED** to continue monitoring progress of the project.

Furthermore, Members raised concern that Inverness BID's Facebook page had failed to credit the Common Good Fund's contribution towards their floral displays. Members stressed the importance that organisations in receipt of a grant acknowledged the support of the Common Good Fund on all relevant publicity material which included social media. In this regard, it was requested that Inverness BID publish a correction on their Facebook page.

In relation to convention funding, the Inverness City Area Manager reported that organisations were required to produce proof of the actual number of attendees and their grant would be reduced if the number was less than estimated.

Booklet A

The Sub-Committee determined applications for funding of up to £10,000 as follows:-

City of Inverness Youth Pipe Band (£9,500 sought) **APPROVED £9,500**
Continued Development of the City of Inverness Youth Pipe Band and participation in Events

During discussion, Members stressed the importance of it being clear that the funding for the Youth Pipe Band was separate to the Senior Pipe Band. Members also outlined concerns regarding the high percentage of the total project costs applied for and questioned the re-occurring expense for replacement uniforms. Thereafter, it was **AGREED** to approve £9,500 on the basis that additional fundraising be carried out in future years.

Apex Scotland (£9,965 sought) **APPROVED £9,965**

Apex Community Challenge Team

During discussion, Members raised concerns in relation to the availability of resources at ward level, the co-ordination of the project and other funding sources specifically the need for NHS Highland to contribute to the project at the Corbett Centre. Furthermore, Members again expressed concern in relation to the high percentage of the total project costs applied for. However, it was felt it was not unrealistically high in terms of other projects which the organisation may carry out. Thereafter, it was **AGREED** to delegate power to the Inverness City Area Manager in consultation with the Chair to approve the application on the basis that clarification was sought in response to Members concerns.

Hilton Parish Church (£10,000 sought) **APPROVED £10,000**

Hilton Youth Project: Children and Families Project

Business Gateway **APPROVED**

Pop Up Shop in the Victorian Market one afternoon per week 2-5pm

Speaking in support of the application, some Members felt it was a good business opportunity to make use of an empty unit. However, some Members felt one afternoon per week was not enough and preferred one day a week and suggested that other organisations be invited to use the unit at other times during the week. Members expressed concern in relation to the perception of providing relief for the lease of the unit and stressed the importance of having a robust paper trail in place for invoicing. In response to questions, it was explained that the financial value was not known until an appropriate unit had been chosen and reassurance was provided that the lease would end on the receipt of a reasonable offer. Thereafter, Members **AGREED** to approve the application for one day per week.

Booklet B

The Sub-Committee determined an application for convention funding of up to £17,500 as follows:-

Environmental Research Institute –

North Highland College UHI (£9,100 sought) **APPROVED £4,500**

17th European Meeting on Environmental Chemistry (EMEC17) in Inverness in November 2016

Members **NOTED** that they were not in a position to grant the funding in kind applied for (rental of facilities at Eden Court Theatre) and it was **AGREED** to approve £4,500 to match VisitScotland's contribution of £30 per delegate.

5. Civic Hospitality/Conference Funding Budgets

There had been circulated Report No GSC/08/16 dated 28 July 2016 by the Inverness City Area Manager.

The Sub-Committee **AGREED** to transfer £30,000 from the Civic Hospitality Budget for 2016/17 to the Conference Funding Budget for 2016/17.

6. Request for Extension to Grant Period

There had been circulated an email and a letter dated 10 June 2016 from Music in Hospitals Scotland which requested an extension to the grant period of their award until the end of January 2017.

The Sub-Committee **AGREED** to the request from Music in Hospitals Scotland to extend the grant period of their award until the end of January 2017.

7. Request for Amendment to Grant

There had been circulated emails dated 24 and 28 July 2016 from Scottish Waterways Trust which requested a revision to their budget allocation.

The Sub-Committee **AGREED** to the request from Scottish Waterways Trust to revise their project.

8. Civic Hospitality Requests

There had been circulated Report No GSC/09/16 dated 28 July 2016 by the Inverness City Area Manager which listed the applications received for Civic Hospitality from the Inverness Common Good Fund. A copy of the applications and supporting documentation had been circulated as Booklet C.

During discussion, Members felt that a civic buffet instead of a civic dinner was more appropriate to celebrate 40 years of the Merkinch Community Centre and requested that future reports include the cost of events held at alternative locations equivalent to the cost of holding the event at the Town House. Furthermore, Members stressed the importance of not having a preference for an alternative location.

The Sub-Committee determined applications for civic hospitality as follows:-

<u>Lynda Leslie</u> The Women's Section of The Royal British Legion Scotland	AGREED £1,543.66
<u>Inverness Angling Club</u> Inverness Angling Club Celebrations – prize-giving for the International Speycasting Competition	AGREED £2,093.48
<u>High Life Highland</u> SPORTA Scotland	AGREED £300
<u>University of The Highlands & Islands</u> Scottish Metabolomics Network Meeting	AGREED £4,675
<u>Merkinch Community Centre Celebrating</u> 40 Years of Merkinch Community Centre	AGREED (cost to be revised to reflect civic

buffet instead of
civic dinner as
requested)

Highland Wheelchair Curling Club **AGREED**
5th Highland Wheelchair Curling Triples Competition 2016 £2,500

Highland Council **AGREED**
Designs Masters – Scottish International Golf Course £3,040.32
Architects Conference

9. Homologation of Civic Hospitality Requests

The Sub-Committee **AGREED TO HOMOLOGATE** the decision to award the following Civic Hospitality request:-

- i. Royal British Legion – Post-1945 Dedication Ceremony, 5 August 2016 – £700

10. Date of Next Meeting

The Sub-Committee **NOTED** that the next meeting would take place on Monday 7 November 2016 at 9.15 am.

11. Any Other Business

The Inverness City Area Manager confirmed that informal discussions had been held with the promoter of professional boxer Gary Cornish to arrange a Commonwealth Games heavyweight boxing fight in Inverness. However, there had been no confirmation of funding and they were advised that any application for funding would have to clearly outline the benefits. The Inverness City Area Manager also provided an update in relation to discussions with High Life Highland about holding the event at Inverness Leisure.

The meeting ended at 10.10 am.