

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

Minutes of Meeting of the **Inverness Common Good Fund Sub-Committee** held in the 1st Floor Committee Room, Town House, Inverness on Monday 14 May 2018 at 9.30 am.

Present:

Mrs C Caddick
Miss J Campbell
Mr G Cruickshank
Mr A Graham

Mr A Jarvie
Mrs E McAllister
Mr G Ross

Officials in Attendance:

Mr D Haas, Inverness City Area Manager
Mrs H Tolmie, Administrative Assistant, City Manager's Office
Mr S Taylor, Civic & Facilities Team Leader, Corporate Resources Service
Mr A MacInnes, Administrative Assistant, Chief Executive's Service

Mr G Ross in the Chair

Business

1. Apologies for Absence

Apologies for absence were intimated on behalf of Mr B Boyd, Mr I Brown and Mrs H Carmichael.

2. Declarations of Interest

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

Item 4, Booklet A - Miss J Campbell (non-financial)
Item 4, Booklet A – Mrs E McAllister (non-financial)
Items 4 & 7 Booklets A & C & item 6 – Mr G Ross (non-financial)
Item 4 – Booklet A and item 6 – Mr A Jarvie (non-financial)
Item 7 Booklet C – Mr A Graham (non-financial)
Item 7 Booklet C – Mrs C Caddick (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 items on the grounds that they 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 2018/19

Declaration of Interests –

Mrs E McAllister and Miss J Campbell declared a non financial interest in the application relating to the Camanachd Association on the basis that the Camanachd Association President was their friend, but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interest did not preclude them from taking part in the discussion.

Mr G Ross declared a non-financial interest in the application from Inverness Blitz on the basis of having provided advice to the applicants and left the room during discussion on it.

Mr G Ross and Mrs E McAllister declared a non-financial interest in the application relating to Music in Hospitals as family members were resident or about to be resident in Nursing Homes, but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that their interest did not preclude them from taking part in the discussion.

Mr A Jarvie declared a non financial interest in the application from Duke of Edinburgh Award – Highland Award Project, as a Board Management Member of Highland Award Project and took no part in the discussion or decision making for this application.

There had been circulated Report No GSC/05/18 dated 3 May, 2018 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 in Booklets A and B.

It was confirmed that the balance of funds available for allocation from the 2018/19 budget was £315,000 for Grants and £40,000 for conferencing.

It was queried why the Inverness Common Good Fund was meeting the cost of an Armed Forces Community Covenant Officer rather than Council funds meeting this cost. It was explained that when this application had been originally considered the Council did not have the funds allocated to support this officer post. If it were to be supported the main potential fund was the Inverness Common Good Fund noting the benefit it would bring to the City of Inverness and the money was going to provide a service which the Council would not otherwise provide.

In terms of grants awarded under £10,000, a number of these were extended in future years, therefore the project received more than £10,000 over time. Applicants had to provide financial accounts for the first year funding and it was queried what information they were required to provide in future years. It was confirmed that the Committee could only grant money to projects for a period of one year. At the end of the first year's funding, the applicant's project was evaluated and performance assessed. If they wished further funding in future years, they would have to re-apply for funding and provide the appropriate financial information. Also, some projects granted funding, may not be in a

position to spend the money in that grant period, and therefore they could apply for an extension of the grant period.

In relation to conference funding, it was explained that Visit Scotland no longer had an Officer who promoted conferences and this post had been useful in the past for highlighting Common Good Fund budget opportunities for conferencing. The Inverness City Area Manager was to contact Visit Scotland in order to remind them to highlight this opportunity to potential applicants.

It was advised that the Inverness City Area Manager had met organisers of the North Coast 500. Inverness was the start of the North Coast 500 and it was discussed whether there were opportunities for joint working to promote big events such as the Classic Car show.

Booklet A

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

Apex Scotland (£5,308 sought) **APPROVED £5,308**
Apex Community Challenge Team – Donkey Brae

It was explained that the reason why 100% funding was requested, was that the land was treated as benefitting the objectives of the Inverness Common Good noting its open status and high profile. Further, the land is on a very exposed location on the outskirts of Inverness and there had been a number of informal attempts to clear it. Apex Scotland had agreed to do this work as part of an initiative aimed at confidence building, problem solving, communication skills and teamwork for service users and staff.

Mrs E McAllister took the Chair for the following application.

Inverness Blitz (£3,990 sought) **APPROVED £3,990**
Linking the Highlands

This Group did significant work in areas of deprivation. It was noted that this was a three year project and it was likely that the Group would be applying for funding next year as well. It was explained that before the final payment of grant, applicants were required to complete an evaluation report so that performance could be monitored.

Love Inverness (Inverness Street Pastors) (sought £8,400) **APPROVED £8,400**

HighlandLIT (£1,725 sought) **APPROVED £1,725**
2018 programme of events and new developments for 2019

The Committee supported this application, but that the applicant be advised that the Committee would wish to see the organisation being more self-financing, if they applied again in future years.

Music in Hospitals (£4,709 sought) **APPROVED £4,709**
Enhancing lives through live music in Inverness Care Units

Relationships Scotland – Family Mediation Highland (Sought £2,500) **DEFERRED**

Children & Young Person's Counselling Service

It was explained that the Committee normally funded specific projects and only funded a service where the applicant had identified a specific pressure. This application did not seem to be for a specific project, but was to revenue fund their current service.

The Committee **AGREED**:-

i to defer the application pending further clarification as to whether the application was for a specific project or was it to provide a service, and that a breakdown of the costs that funding was required for be provided; and

ii to delegate powers to the Inverness City Area Manager, in consultation with the Inverness Common Good Fund Sub-Committee, to approve or refuse the application, once the information sought in (i) above was provided.

Inverness Street League (Sought £3,500) **APPROVED £3,500**
Under 13 International Football Tournament – Manchester, England

GSB Care Management Solutions (Sought £9,652) **DEFERRED**
Sensatheraplay

It was explained that given this application was from a Company, and was a commercial venture, it needed further work by Officers to assess its suitability for Common Good funding.

Camanachd Association (£6,000) **APPROVED £6,000**
MacTavish Cup Final and promoting shinty during the year of young people

Balloan Football Club (Sought £4,000) **APPROVED £4,000**
Trip to International Super Cup Tournament in Manchester

Loch Ness Knit Fest Ltd (Sought £4,750) **APPROVED £4,750**
Loch Ness Knit Fest 2018

Duke of Edinburgh Award, Highland Award Project (Sought £300) **APPROVED £300**
Recognise the contribution of Duke of Edinburgh Volunteers during Volunteer's week in June

Booklet B

The Sub-Committee determined applications for funding of over £10,000 and Conference funding as follows:-

Visit Inverness Loch Ness Ltd (Sought £20,000) **APPROVED £20,000**
Support to sales team promoting Inverness for Business Tourism

Conference Funding

Loch Ness Knit Fest Ltd (Sought £4,750) **APPROVED £4,750**
Loch Ness Knit Fest 2018

5. Extension to Grant Periods

The Sub Committee **AGREED** to extend the grant period of the grants awarded to the following:-

- Leap Sports Scotland
- The Archie Foundation – PVC Sails Project
- The Archie Foundation – Wild Flower Garden Project
- Highland Multicultural Friends

Mrs E McAllister took the Chair for the following item.

6. The Riverside Way Project

Mr G Ross declared a non financial interest in this item as he chaired the Group that was developing this project, and left the room during discussion on it.

Mr A Jarvie declared a non financial interest in this item as a Director of Highlife Highland and left the room during discussion on it.

The Sub-Committee was asked to consider the application by High Life Highland towards the Bught Area Events Zone and Active Travel Network Route 4 known as the “Riverside Way Project”. The project combines several aspects of the design and management of the public realm in the Bught Area. The grant applied for was £9,800.

It was queried why this project had not been included in the Inverness West Link project. It was explained that the Bught area was used for City events and the Riverside Way project’s aim was to make better use of the Bught area for City events and therefore it was appropriate for the application to be considered for Common Good funding.

Following consideration, the Sub Committee **APPROVED** a grant of £9,800 towards The Riverside Way Project.

7. Civic Hospitality Requests

Mrs C Caddick declared a non financial interest in the item relating to the Northern Meeting Charitable Piping Trust, as a Trustee, but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors’ Code of Conduct, concluded that her interest did not preclude her from taking part in the discussion.

Mr G Ross and Mr A Graham declared a non-financial interest in the item relating to the Charleston Academy Community Complex as members of the Management Committee but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors’ Code of Conduct, concluded that their interest did not preclude them from taking part in the discussion.

There had been circulated Report No GSC/06/18 dated 4 May, 2018 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.

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

<u>Scottish National Blood Transfusion</u> Inverness Awards Ceremony 2018	AGREED £2923.61
<u>Who Cares? Scotland</u> CHAMPS Awards	AGREED £2071.63
<u>Rotary Club of Inverness</u> Canadian Rotary Curling	AGREED £1402.18
<u>DLITE (Distance Learning Initial Teacher Education)</u> DLITE Celebration Event	AGREED £912.50
<u>Highland Division Girls' Brigade</u> 125 th Anniversary	AGREED £2827.18
<u>Charleston Academy Community Complex</u> 25 th Anniversary	AGREED £3083.61
<u>Planit Scotland</u> Loch Ness Knit Fest – Highland Feast	AGREED £1376.63
<u>Highland Third Sector Interface</u> Annual Saltire Awards Ceremony	AGREED £1329.13
<u>Police Scotland</u> Police Long Service & Good Conduct Awards Ceremony	AGREED £2556.00
<u>2018 Scottish Poppy Appeal</u> The 2018 Scottish Poppy Appeal Reception	AGREED £2104.00
<u>Royal Naval Association City of Inverness Branch</u> 20 th Anniversary Royal Naval Association City of Inverness Branch	AGREED £3028.63
<u>Northern Meeting Piping Competitions</u> Civic Reception	AGREED £1955.74

The Sub Committee also **AGREED** that in future the number of guests be added to the Event column on the Civic Hospitality requests summary sheet.

8. Homologation of Civic Hospitality Requests

The Sub Committee **AGREED** to homologate the decision to award the following Civic Hospitality requests:-

- Meet Erskine Event - £373.50
- Celebrations relating to the opening of the Consulate of the Republic of Poland in Inverness - £1561.00

- 70th Anniversary of Leonard Cheshire Disability - £1090.00

9. Citizenship Ceremonies – Catering Support

There was circulated Report No. GSC/07/18 dated 4 May, 2018 by the Inverness City Area Manager on Citizenship Ceremonies in the Town House.

The cost of providing refreshments at Citizenship Ceremonies held at the Town House had been met by the Civic Hospitality budget. The report identified options for Members to consider in respect of continuing the provision of catering support.

In discussion, Members were in support of the current arrangements for the provision of catering support and that this should be applied for the duration of the term of the current Council. However, they noted that there may be reasons why this was not appropriate in certain cases and that Members should be consulted when this was the case.

Therefore, the Sub-Committee **AGREED** that for the duration of the current term of the Council, to retain the current system for the provision of catering for Citizenship Ceremonies, subject to the Inverness City Area Manager consulting with the Sub Committee, when in specific cases, there were reasons that the current arrangements were deemed not appropriate.

10. Civic Lighting Applications

The Sub Committee **APPROVED** the proposed application form for Civic Lighting requests.

11. Date of Next Meeting

The Sub-Committee **NOTED** that the next meeting would take place on Monday 6 August, 2018 at 9.30 am.

The meeting ended at 10.45 am.