

Agenda Item	10c
Report No	CIA/23/22

THE HIGHLAND COUNCIL

Committee: City of Inverness Area Committee

Date: 14 September 2022

Report Title: Inverness Common Good Fund Sub-Committee – Annual Report 2021/22

Report By: Executive Chief Officer Communities and Place

1. Purpose/Executive Summary

- 1.1 The Inverness Common Good Fund Sub-Committee supports the work of the Inverness Common Good Fund. It's remit and delegated powers are set out in Appendix 2. This includes administration of the grant process, decision making on requests for civic hospitality and award of funds for property maintenance, all under £10,000. Any spending decisions above £10,000 are reported to City of Inverness Area Committee (CIAC) for consideration.
- 1.2 This is the annual report that provides a summary of the work of the ICGF Sub-Committee for the financial year 2021/22.

2. Recommendations

- 2.1 Members are asked to:
- i. note and scrutinise the work of the ICGF Sub-Committee as described within the report:

3. Implications

- 3.1 **Resource implications** – there are no specific resource implications for this report as it provides a summary of the activity of the ICGF Sub-Committee in the previous financial year. As part of the annual budget, the Sub-Committee continues to operate on the following basis:
- £75k allocated to applications of £5k and under annually
 - £200k is allocated to applications of over £5k annually

- The general rule is that Applications of more than £5k be considered twice yearly at the 1st and 3rd meetings of the ICGF Sub-Committee during the financial year. £100k will be allocated to each of twice-yearly meetings.
- Applications of more than £10k will still require CIAC approval.

The above has created clarity for applicants and ensures the budget is allocated fairly and efficiently.

3.2 **Legal** implications- There are no legal implications as a result of this report.

3.3 **Community (Equality, Poverty, Rural and Island) impacts** - The enhanced evaluation process for grant recipients allows for all reasonably practicable steps to be taken to ensure that Council policies are adhered to and that applicants work gives principal benefit to as wide a range of the Residents of the Former Burgh as reasonably possible.

Groups applying to the Inverness Common Good Fund must specify how their project or activity will help the Council meet its public sector equality duty, including how it may address any barriers and promote social inclusion.

3.4 **Climate Change / Carbon Clever implications** – None

3.5 **Risk implications** – None

3.6 **Gaelic implications** – None

4. **Background**

4.1 At the City Committee meeting held on 30th November 2017, Members agreed that the Inverness Common Good Fund Sub-Committee shall be required to submit an Annual Report to the City of Inverness Area Committee summarising the work of the Sub-Committee for the immediately preceding Financial Year.

4.2 The ICGFSC has representation drawn from Political Groups using the agreed formula. This has produced a Sub-Committee of 11 Members which provides strong and consistent scrutiny. **Appendix 1** details the current membership.

4.3 A summary of the powers delegated to the Sub Committee are set out below and **Appendix 2** provides the details of the powers delegated to the Sub Committee.

4.3.1 Grants – Delegated Powers to oversee the administration of the grant application process, including the setting of Grant Conditions and reviewing any decision should the circumstances of the application change or the grant remain unclaimed for more than 6 months.

4.3.2 Civic Hospitality – Delegation to decide on all applications which relate to the provision of support for the Civic Office except Staffing which would remain reserved to the City of Inverness Area Committee. This power would be limited to sums of £10,000 or less

4.3.3 City Promotions - Delegated Powers to decide upon allocations to be made from the City Promotions Budget. The Power would be limited to sums of £10,000 or less.

4.3.4 City Projects/Property Maintenance – Powers to scrutinise and make recommendations to the City of Inverness Area Committee are included which augment the power in respect of Grant Applications in excess of £10,000.

4.3.5 Delegation to Inverness City Area Manager – Power to delegate expenditure on Civic Hospitality up to a maximum of £300 per event in consultation with the Provost and Sub-Committee Chair.

5. Sub-Group Activity – Grants 2021/22

5.1 **Appendix 3** summarises budget activity in 2021/22

1. Grants - A budget of £275,000 was approved with funds of £275,426 being allocated in the financial year 2021/22.
Grants were also awarded from the following budgets, the details of which can be found at 5.2
 - a. Winter Payments Budget - £20,000
 - b. City Promotions Budget - £23,200
 - c. Other Properties Budget- £39,742
2. Conference Support - A budget of £40,000 was approved with funds of £39,175 allocated in the financial year 2021/22.
3. Partnership Working – A budget of £151,000 was approved with funds of £127,711 allocated in the financial year 2021/22.

5.2 **Appendix 4** summarises the sums allocated for Grants, including Conference Support and Partnership Working in 2020/21. The sum of £358K was awarded in grants which includes allocations made from other ICGF budgets.

Grants

- There were 23 grant awards of under £10k totalling £108,796 awarded to groups during 2021/22.
- 7 grant awards of over £10k totalling £166,630 were awarded – all agreed at CIAC.
- A grant of £20k was awarded from the Winter Payments budget for Blythwood Care: Highland Foodbank - Inverness
- 2 grants of £23,200 were awarded from the City Promotions Budget for the Queen's Green Canopy and Lord Provostship Application
- 3 grants totalling £39,742 were also awarded from the Other Properties Budget for Apex Scotland: Highland Team Challenge, Inverness Angling Club (IAC): Continuing Management of ICGF Town Fishings and Merkinch LNR: Repair of Boardwalk
- **The total amount of grants awarded in 2021/22 across the different ICGF budgets was £358,368**

Conference Support

- Conference support of £39,175 was provided to Monsterfest Rocks Limited, Change Your World Events Ltd, Visit Inverness Loch Ness and LCC Live Events Services Ltd.

Partnership Working

- Grants totalling £127,711 were awarded to Inverness Business Improvement District and Visit Inverness Loch Ness for Partnership Working.

5.3 **City Centre Recovery Fund**

The Council had the opportunity to apply to the City Centre Recovery Fund in March 2022. The Fund was provided by the Scottish Government in support of City Centre activity which encouraged people back in to use the services provided within City Centres. Inverness was allocated £360,000 and the following projects, supported by the ICGF, were successful in applying.

- Floral Displays 2021 - £61,000
- City Winter Events Programme 2021 - £137,000

This will be shown as income to the ICGF when the final accounts for 2021/22 are presented to Committee later in the year.

6. Sub-group Activity Civic Hospitality 2021/22

- 6.1 The Covid 19 pandemic resulted in no allocations being made from the £125,000 budget during 2021/22. In line with Scottish Government guidance, the Town House is now able to be used for civic hospitality once again. The Common Good Fund sub-committee are scrutinising the operation of the civic hospitality budget for the current financial year very closely, noting the increased pressure on costs and the number of events being applied for, this has included a review of the recurring events list. Any events that have been removed from the list will still be able to apply for funding in the usual way.
- 6.2 **In respect of 2022/23, 21/22** A number of recurring events are supported from the Civic Hospitality budget,. Prior to an event being included in this category careful consideration is given to the events status, with only those of significance to the City being included. Those that go forward to application stage, will only be approved under delegated powers by the sub-committee should the event remain within expected budget. This includes events such as the Kirking of the Council and Remembrance Sunday.

7. Conclusion

- 7.1 The operational powers delegated to the Inverness Common Good Fund Sub-Committee continue to enhance the effective management of the Common Good Fund. The Sub Committee has scrutinised project funding with a focus on ensuring that projects bring principal benefit to residents of the Burgh.
- 7.2 The communications plan will ensure that supported events and projects receive as high a profile as practicable. Supported projects are required to publicise that they have received support from the ICGF within all appropriate publicity.

Designation: Executive Chief Officer, Communities and Place

Date: 25 August 2022

Author: David Haas, Inverness City Area Manager

Background Papers:

Inverness Common Good Fund Sub-Committee

The current membership of the Inverness Common Good Fund Sub-Committee is as follows:

Provost Glynis Campbell-Sinclair

Cllr Colin Aitken

Cllr Chris Balance

Cllr Michael Cameron

Cllr Alex Graham

Cllr Kate MacLean

Cllr Isabelle Mackenzie

Cllr Duncan MacPherson

Cllr Bet McAllister

Cllr Morven Reid

Cllr Andrew Sinclair

Inverness Common Good Fund Sub-Committee

Powers Delegated in Full by the City of Inverness Area Committee to the Inverness Common Good Fund Sub Committee

1. To carry out any duties delegated from the City of Inverness Area Committee in relation to the administration of the Inverness Common Good Fund.
2. All powers delegated shall be exercised as fully delegated powers and be applicable to the operation of the Inverness Common Good Fund.
3. Notwithstanding the above powers specifically delegated are;
 - a. To decide on all administrative matters relating to the operation of the Inverness Common Good Fund excepting decisions affecting Cash or Equity Investments.
 - b. Grants – to decide on all applications for financial assistance where the sum applied for is £10,000 or less. In respect of applications in excess of £10,000, to make recommendations to the City of Inverness Area Committee.
 - c. Other applications for funding – to decide upon all other applications for financial assistance where the sum applied for is £10,000 or less or where the sum requested relates to the provision of Staff
 - d. Project Monitoring – to consider reports from officers on the progress of projects approved by the City of Inverness Area Committee and to make recommendations to the City of Inverness Area Committee as appropriate
 - e. Civic Hospitality – to decide upon all applications for Civic Hospitality where the total cost of the event does not exceed £10,000, including the power to delegate approval of events to the Inverness City Area Manager in consultation with the Chair and the Provost where the cost of the event does not exceed £300.
 - f. Property Maintenance - Power to scrutinise all expenditure from property maintenance budgets where the sum expended exceeds £10,000 on any one project.
 - g. City Promotions - to decide upon allocations to be made from the City Promotions Budget where the sum does not exceed £10,000
 - h. Tenancy Management – to decide upon all applications for lease, Assignment of Lease, Rent Review or any other Tenancy related matter where the Director of Development and Infrastructure has seen fit not exercise Delegated Powers

Grants**Inverness Common Good Fund
Available Resource for Allocation**

£

Budget Balance Available	275,000
Underspend from 2020/21	348,259
	623,259

Committee Date	Category	Award	Total for meeting	Balance Remaining
(Committed from previous financial years)	Grants < £10k	70,877		
	Grants > £10k	277,382	<u>348,259</u>	275,000
26/04/21 Inverness Common Good Fund Sub-Committee				
Grants Approved	Grants < £10k	21,432	21,432	253,568
27/05/21 City of Inverness Area Committee				
Grants Approved	Grants <£10k	88,920	88,920	164,648
09/08/21 Inverness Common Good Fund Sub-Committee				
Grants Approved	Grants<£10k	16,333	16,333	148,315
Grants Homologated at the Inverness Common Good Fund Sub-Committee Meeting 8/11/21				
	Grants < £10k	7,000	7,000	141,315
08/11/21 Inverness Common Good Fund Sub-Committee				
	Grants <£10k	34,950	34,950	106,365
18/11/21 City of Inverness Area Committee				
Grants Approved	Grants >£10k	52,470	52,470	53,895
31/01/22 Inverness Common Good Fund Sub-Committee				
Grants Approved	Grants < £10,000	23,322	23,322	30,573
17/02/22 City of Inverness Area Committee				
Grants Recommended for Approval	Grants > £10,000	25,240	25,240	5,333
Homologated 27/06/22 Inverness Common Good Fund Sub-Committee				
	Grants>£10,000	5,760	5,760	-427

Grant Balances Remaining as January 2022

£

Grants Under £5,000	75,000
Approved 26 April 2021	800
Approved 9 August 2021	6,583
Homologated 8 November 2021	500
Approved 8 November 2021	20,750
Approved 31 January 2022	7,150
Homologated 27 June 2022	5,760
Balance Remaining for allocation grants under £5k	33,457
Grants Over £5,000	200,000
Approved 26 April 2021	20,632
Approved 27 May 2021	88,920
Approved 9 August 2021	9,750
Homologated 8 November 2021	6,500
Approved 8 November 2021	14,200
Approved 18 November 2021	52,470
Approved 31 January 2022	16,172
Recommended for Approval 17 February 2022	25,240
Balance Remaining for allocation grants over £5k	-33,884
Total Balance Remaining	<u>-£427.00</u>

Conference Funding

Inverness Common Good Fund Available Resource for Allocation

Budget Balance Available 40,000
Underspend from 2020/21 21,525

61,525

Committee Date	Category	Award	Total for meeting	Balance Remaining
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(Committed from previous financial years)		21,525	<u>21,525</u>	40,000
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26/04/21 Inverness Common Good Fund Sub-Committee

Grants Approved	Grants < £10k	6,125	6,125	33,875
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27/05/21 City of Inverness Area Committee

Grants Approved	Grants < £10k	3000	3000	30,875
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08/11/21 Inverness Common Good Fund Sub-Committee

Grants Approved	Grants <£10k	1050	1050	29,825
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17/02/22 City of Inverness Area Committee

Grants Recommended for Approval	Grants > £10k	29,000	29,000	825
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APPENDIX 4

INVERNESS COMMON GOOD FUND GRANTS APPROVED 2021/22

BUDGET £275,000

APPLICANT/ORGANISATION	PROJECT	GRANT APPROVED
Chamber Music Tours Scotland (CMTS)	Inverness Piano Recitals 2021/22	£500.00
Rotary Club of Inverness Culloden	Rotary Santa Sleigh	£800.00
Highland Food and Drink Trail Limited	Highland Food and Drink Trail	£6,200.00
Inverness High School	S1 Outdoor Transition Project 2021	£6,000.00
The Clay Studio	Food for Thought	£8,432.00
The Florians	Health and Safety ventilation improvements to the theatre at Bught Drive	£17,000
Inverness Rowing Club	Inverness Rowing Club Development project - facilities upgrade	£30,000
FLOW Photofest	International Photography Festival	£11,920
Highland and Islands Blood Bikes (HAIBB)	Highlands and Islands Blood Bikes Inverness Motorcycle Response	£30,000
*Merkinch LNR	Repair of Boardwalk	£22,500
Inverness Chamber Music Society (operating as musicinverness)	2021-2022 Chamber Music Concert Series	£4,770
Inverness Choral Society	Centenary Book 1029-2020: Publishing and Printing Costs	£500
Inverness Festival Association	Inverness Centenary Music Festival	£9,750

Inverness Community Partnership	Young People Wellbeing Packs	£1,312
Balloan Football Club	Castelo-de-Vide International Football Tournament 2022	£5,000
Inverness Cathedral, Dedicated to St Andrew	Connection of Electrical supply to proposed kiosk	£2,950
University of the Highlands & Islands	2022 Inverness Science Festival	£5,000
Chamber Music Tours Scotland (CMTS)	Inverness Piano Recitals (IPR)	£2,800
Camachd Association	Shinty Ambassadors and the MacTavish Cup 2021	£6,500
Inverness Caledonian Thistle Football Club	Inverness Caledonian Thistle Football Development Project	£5,000
The Oxygen Works	Annual Rent Support	£5,200
Merkinch Partnership	Youth Employability and Life Skills Project	£9,000
*Apex Scotland	Apex Highland Challenge Team	£7,742
**Communities & Engagement	Lord Provostship Application	£2,000
**Communities & Engagement	Queen's Green Canopy	£21,200
***Blythswood Care	Highland Foodbank - Inverness	£20,000
Inverness Ice Centre Limited	Creation of a festival, cultural and events centre at the Inverness Ice Centre	£30,000
Inverness Botanic Gardens HighLife Highland	GROW Raised Beds	£22,470
Junior Parkrun	Torvean Junior Parkrun	£2,150

*Inverness Angling Club (IAC)	Financial Support for the continuing management of the Inverness Common Good Fund Town Fishings	£9,500
Clarity Walk CIC	Men Only Project	£5,000
Inverness High School	S1 Outdoor Transition Project 2022	£8,972
The Kings Golf Club Inverness	On Course Toilet Block	£25,240
River Ness Hydro	Laser Cut Tree Grate for the Jubilee Tree planted at HydroNess	£7,200
Inverness Shinty Club	2022 Shinty activities to coincide with the School holidays	£2,260
Highland Disability Sport	SDS National Swimming Championships in Inverness on 28 May 2022	£3,500
Total Sum Approved		£358,368

Sum Approved - Other Properties -£39,742

Sum Approved - City Promotions -£23,200

Sum Approved - Winter Payments -£20,000

Total Grants Approved -£275,426

* Grants Approved from Other Properties

** Grants Approved from City promotions

*** Grant Approved from Winter Payments

Inverness Common Good Fund Conference Support Grants 2021/22
Budget £40,000

Applicant/Organisation	Project	Grant Approved
Monsterfest Rocks Limited	Monsterfest 2021	£6,125
Change Your World Events Ltd	Change Your World Conference 2022	£3,000
Visit Inverness Loch Ness	High Tech in the Highlands - Klautagung der MIT NRW in Inverness in May 2022	£1,050
LCC Live Event Services Ltd	Hosting the European Pipe Band Championships in Inverness in June 2022	£29,000
	Total Sum Approved	£39,175

Inverness Common Good Fund Partnership Working Grants 2021/22
Budget £151,000

Applicant/Organisation	Project	Grant Approved
Inverness BID	City of Inverness Annual Floral Displays 2021	£61,100
Inverness BID	Inverness Gull Project 2021	£11,200
Inverness BID	Inverness Community Safety Partnership	£9,700
Inverness BID	Operation Respect Easter/Summer/Autumn 2021	£9,113
Inverness BID	Coach Friendly Project 2021	£2,285
Visit Inverness Loch Ness	Support the sales team promoting Inverness for Business Tourism	£20,000
Inverness BID	Operation Respect - Festive 2021/22	£9,313
Visit Inverness Loch Ness	"Love Local, Choose Local" Lamppost Banners	£5,000
	Total Sum Approved	£127,711