

## AGENDA ITEM 13ii

### The Highland Council City of Inverness Area Committee

Minutes of Meeting of the **Inverness Common Good Fund Sub-Committee** held in the 1<sup>st</sup> Floor Committee Room, Town House, Inverness on Monday 27 June 2022 at 9.00 am.

#### **Present:**

Mrs G Campbell-Sinclair  
Mr A Graham  
Mrs I MacKenzie

Mr D Macpherson  
Mrs E McAllister  
Ms M Reid

#### **In attendance:**

Mr D Haas, Inverness City Area Manager  
Mr L Hannah, Ward Manager  
Mr S Taylor, Civic and Facilities Team Leader  
Mrs H Tolmie, Administrative Assistant, City Area Manager's Office  
Miss M Murray, Committee Administrator, Performance and Governance Service

### **Business**

#### **1. Appointment of Chair**

It was **AGREED** that Mr A Graham be appointed as Chair for this meeting only and the matter be revisited at the next meeting of the Sub-Committee.

#### **2. Apologies for Absence**

Apologies for absence were intimated on behalf of Mr C Aitken, Mr C Ballance, Mr M Cameron, Ms K MacLean and Mr A Sinclair.

#### **3. Declarations of Interest/Transparency Statements**

The Sub-Committee **NOTED** the following:-

Item 6: Mrs I MacKenzie (Transparency Statement) and Mrs E McAllister (Declaration of Interest)

#### **4. Exclusion of the Public**

The Sub-Committee **RESOLVED** that under Section 50(A) of the Local Government (Scotland) Act 1973, the public 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.

#### **5. Sub-Committee Powers**

There had been circulated a copy of the powers delegated to the Sub-Committee by the City of Inverness Area Committee.

The Sub-Committee **NOTED** the powers delegated.

In terms of Standing Order 9, the Sub-Committee **AGREED** to consider item 11 at this stage.

## 11. Civic Hospitality Requests

There had been circulated Report No. GSC/06/22 dated 14 June 2022 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 any supporting documentation had been circulated separately as Booklet E. A revised list of Recurring Events had also been circulated for consideration.

During discussion, Members emphasised the need to be mindful of the increasing cost of living when considering requests for Common Good funding, and various means of reducing the cost of civic events were suggested.

With regard to Elected Member attendance at civic events, the need for Members to confirm their attendance or otherwise at an early stage for catering purposes was emphasised.

Following detailed discussion on the merits or otherwise of each application, the Sub-Committee determined the requests for Civic Hospitality as follows:-

### Booklet E Civic Hospitality Requests

Organisation: Port of Inverness  
Event: Port of Inverness 175<sup>th</sup> Anniversary  
Cost: £5,268.23  
Decision: **APPROVED**

Organisation: Lodge St Columba  
Event: 100 Years of Freemasonry in Inverness  
Cost: £2,681.83  
Decision: **APPROVED**

Organisation: Highland Rugby Football Club  
Event: Highland Rugby Club Centenary Celebration  
Cost: £5,268.23 (£1,857.23 for Civic Reception approved previously)  
Decision: **APPROVED**

The Sub-Committee:-

- i. **NOTED** that successful applicants would be responsible for their own costs and may be held liable for the whole costs of the event if it was cancelled due to their own act or omission;
- ii. **NOTED** that costs of Civic Events were rising beyond expected levels and that decisions may need to be taken regarding the prioritisation of events to be supported;
- iii. **NOTED** that one-off abortive costs of £1,172.25 for the 1921 Centenary Poppy Pledge Thank You Event had been incurred;

- iv. considered the applications listed in Appendix 3 of the report and detailed in Booklet E, and **AGREED** to determine them as detailed above; and
- v. **APPROVED** the revised list of Recurring Events within Appendix 5 of the report, subject to the removal of the highlighted events.

## 6. Requests for Financial Assistance 2022/23

There had been circulated Report No. GSC/05/22 dated 10 June 2022 by the Inverness City Area Manager. A copy of the applications had been circulated separately.

Discussion took place on the funds committed in previous years, during which information was sought and provided on a number of projects. In relation to the Canal College Project by Keep Scotland Beautiful, it was confirmed that further information could be provided to Mr D Macpherson outwith the meeting. The issue of feedback having been raised, it was explained that evaluation forms were submitted by applicants on completion of their projects and circulated to the Sub-Committee with agenda papers for information.

Following detailed discussion on the merits or otherwise of each application, the Sub-Committee determined the applications for financial assistance as follows:-

### Booklet A – Applications under £5,000

Applicant: Mikeysline

Project/Activity: Tarantara Choir Summer Fundraising Performance

Total amount applied for: £1,700

Decision: **DECLINED**

Whilst supportive of Mikeysline, Members declined this application on the grounds that there would be insufficient benefit to the city of Inverness.

Applicant: Highland Weightlifting Club

Project/activity: Northern District Weightlifting Championship

Total amount applied for: £1,060.00

Decision: **APPROVED**

### Booklet B – Applications £5,001 - £10,000

**Transparency Statement: Mrs I MacKenzie made a Transparency Statement to the effect that she had a connection to the following application on the basis that she had recently been appointed to the Board of Directors of Eden Court. However, she had not yet attended a meeting and, having applied the objective test, did not consider that she had an interest to declare.**

Applicant: Eden Court Highlands

Project/Activity: Under Canvas

Total amount applied for: £9,995

Decision: **AGREED** to underwrite to a maximum of £9,995 and that appropriate accounting information be requested to evidence the outcome of the event.

Whilst supportive of the Under Canvas event, a number of Members emphasised the need for a robust business proposal and believed that what was supplied was adequate on the basis that the Common Good Fund would underwrite any losses up to the maximum sum of the proposed grant on appropriate accounting information being supplied to the satisfaction of the Council.

Mrs E McAllister, seconded by Mr A Graham, **moved** that the application be approved.

As an **amendment**, Mrs G Campbell-Sinclair, seconded by Ms M Reid, moved to underwrite to a maximum of £9,995 and that appropriate accounting information be requested to evidence the outcome of the event.

On a vote being taken, there were two votes for the **motion** and four votes for the **amendment**, with no abstentions. The **amendment** was therefore **carried**, the votes having been cast as follows:-

**For the Motion:**

Mr A Graham, Mrs E McAllister.

**For the Amendment:**

Mrs G Campbell-Sinclair, Mrs I MacKenzie, Mr D Macpherson, Ms M Reid.

Applicant: Merkinch Community Centre

Project/Activity: Renew lighting desk and lamps

Total amount applied for: £6,000

Decision: **APPROVED** subject to the appropriate procurement process being undertaken to the satisfaction of the Council, noting that this may simply involve the submission of three appropriate quotes.

Applicant: The Mahler Players

Project/Activity: Wagner's "Tristan und Isolde" in Inverness Cathedral

Total amount applied for: £7,500

Decision: **DECLINED**

Members declined this application on the grounds that there would be insufficient benefit to the city of Inverness.

Applicant: The Ness Sinfonia

Project/Activity: Development of young timpani and percussion players in Highland

Total amount applied for: £6,643

Decision: **DEFERRED**

Members deferred this application to the next meeting of the Sub-Committee to allow the Inverness City Area Manager to seek further information, particularly as to the state of preparedness of the project and whether other avenues of funding and support had been exhausted.

**Booklet C – Applications over £10,000**

**Declaration of Interest:** Mrs E McAllister declared an interest in the following application as a member of Partnerships for Wellbeing and, in accordance with

**paragraph 5.6 of the revised Code of Conduct, left the meeting while the application was being discussed.**

Applicant: Partnerships for Wellbeing

Project/Activity: Wheelchair accessible community transport for Inverness

Total amount applied for: £11,370

Decision: **DEFERRED**

Whilst supportive of the project, Members emphasised the need for a more robust business case and deferred the application to allow the Inverness City Area Manager to liaise with the applicant in that regard and with NHS Highland as to whether it was prepared to support the initiative. It was suggested that Members' comments regarding the need for more wheelchair accessible taxis in Inverness be relayed to the Taxi Association via the Licensing team.

### **Booklet D – Conference Support**

Applicant: Platinum Golf Scotland Ltd

Project/Activity: World Hickory Open Championships

Total amount applied for: £5,400

Decision: **APPROVED**

Applicant: Beneath the Surface Ltd

Project/Activity: Monsterfest 2022

Total amount applied for: £8,000

Decision: **DECLINED**

Members declined the application on the grounds that there would be insufficient wider benefit to the city of Inverness.

The Sub-Committee:-

- i. **AGREED** to approve, decline, defer or otherwise determine applications for up to and including £10,000 as detailed above;
- ii. **AGREED** to defer consideration of the application by Partnerships for Wellbeing for more than £10,000 to the next meeting of the Sub-Committee;
- iii. **NOTED** the allocations made from the small grants budget of £75,000 and the larger grants budget of £200,000;
- iv. **AGREED** that the information supplied to applicants for financial assistance be circulated to Members of the Sub-Committee for information; and
- v. **AGREED** that Members' comments regarding the need for more wheelchair accessible taxis in Inverness be relayed to the Taxi Association via the Licensing team.

## **7. Internal Application – Defibrillator Installation in Inverness City Centre**

The Sub-Committee was invited to consider an application from The Victorian Market Manager towards the installation of defibrillators in the City Centre.

During discussion, the importance of registering defibrillators with the Scottish Ambulance Service was emphasised, as was the need to publicise the location of defibrillators in Inverness.

The Sub-Committee **AGREED** that £7,250 (including installation costs) be paid from the City Promotions Budget.

#### **8. Extension to Time Frame – Inverness Cathedral Dedicated to St Andrew**

The Sub-Committee **APPROVED** an extension to the grant period for the grant approved to Inverness Cathedral towards the connection of a power supply to their proposed kiosk on Ness Walk.

#### **9. Homologation Requests**

The following applications had been approved by the Inverness City Area Manager in consultation with the Sub-Committee, subject to homologation at the next available Sub-Committee meeting:-

##### **a. Inverness Shinty Club**

The Sub-Committee **AGREED** to homologate the approval of a grant of £2,260 to the Inverness Shinty Club for assistance towards 2022 Shinty activities to coincide with the school holidays. It was **NOTED** that this grant had been awarded from the 2021/22 budget.

##### **b. Highland Disability Sport**

The Sub-Committee **AGREED** to homologate the approval of a grant of £3,500 to Highland Disability Sport for assistance towards the SDS Swimming Championships in Inverness on 28 May 2022. It was **NOTED** that this grant had been awarded from the 2021/22 budget.

##### **c. The Camanachd Association**

The Sub-Committee **AGREED** to homologate the approval of a grant to The Camanachd Association of £6,500 towards the MacTavish Cup Final and School Support Packs. It was **NOTED** that this grant had been awarded from the 2022/23 budget.

##### **d. The 3 Virtues, Church Street**

The Sub-Committee **AGREED** to homologate the approval of a grant of £4,300 towards the installation of an Interpretive Panel and weekly watering of the trees at the 3 Virtues site in Church Street. This would be paid from the City Promotions Budget.

##### **e. Highland Food and Drink Trail**

The Sub-Committee **AGREED** to homologate the decision by the Inverness City Area Manager to pay £1,547.48 increased costs relating to the installation of the Highland Food and Drink Trail. The original quote for the works had been based on the market stalls being positioned either side of the existing Ness Walk food kiosk and making use of an existing road crossing for the new supply. A change in layout had been necessary after consultation with planning, and the new power points had been relocated. This had required the installation of a new road

crossing which was the reason for the increase in costs. This had been paid from the Other Properties Budget.

#### **f. City Centre Lock Bins**

The Sub-Committee **AGREED** to homologate the decision by the Inverness City Area Manager to remove old bin locks and replace with new bin locks within the City Centre at a cost of £656.45. This had been paid from the Other Properties Budget.

#### **g. Footpath on the South Side of the Kessock Bridge**

The Sub-Committee **AGREED** to homologate the decision by the Inverness City Area Manager to tidy up the footpath on the south side of the Kessock Bridge by cutting back the vegetation to enable access by pedestrians and wheelchair users at a cost of £800. This had been paid from the Other Properties Budget.

#### **h. Whin Park Bridge**

The Sub-Committee **AGREED** to homologate the decision by the Inverness City Area Manager to undertake urgent repairs required to ensure that Whin Park Bridge continued to be safe for public passage at a cost of £16,526. This had been paid from the Other Properties Budget.

### **10. Evaluation Forms**

The Sub-Committee **NOTED** the Evaluation Forms submitted by applicants on completion of their projects.

### **12. Homologation of Civic Hospitality Requests**

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

- 1921 Poppy Pledge – Poppy Scotland (event postponed) - **£789.88** re-scheduled to 29<sup>th</sup> June 2022 - **£1,139.13**
- Highland Council Staff Recognition Awards - **£2,000.00** (Financial Contribution)
- 40<sup>th</sup> Anniversary of Highland Disability Scotland – Dinner - **£3,124.85**
- MBE Presentation - **£400.00**
- Hospice Long Service Awards - **£2,884.50**
- Kessock Bridge 40<sup>th</sup> Anniversary - **£1,475.80**
- The Visit 2022 - **£1,000.00** (Financial Contribution)

### **13. Date of Next Meeting**

The Sub-Committee **NOTED** that the next meeting would take place on Monday 15 August 2022 at 9.30 am and **AGREED** that future meetings take place in the 2<sup>nd</sup> Floor Committee Room, Town House, Inverness to enable the papers to be displayed on screen.

The meeting concluded at 12.15 pm.