

THE HIGHLAND COUNCIL
EDUCATION, CULTURE AND SPORT SERVICE COMMITTEE
17 January 2008

Agenda Item	
Report No	

Duncraig Castle Educational Trust Scheme 1999

Report by Director of Education, Culture and Sport Service

Summary

This report recommends that Members approve a Plan in the required prescribed format for the exercise of the Council's powers as Education Authority (and as such the governing body of the Trust) in relation to the award of scholarships, grants and assistance in terms of the Duncraig Castle Educational Trust Scheme 1999.

1. Background

- 1.1 The Duncraig Castle Educational Trust Scheme 1999 came into operation on 19th July 1999 following a resolution by The Highland Council on 25th February 1999 and approval through the appropriate legal processes in the same year.
- 1.2 The Scheme governs the workings of the Duncraig Castle Educational Trust including the use of its assets and income from investments.
- 1.3 The Trust's main income is from capital sums invested following the sale of the Duncraig Castle. This can be used to provide a range of scholarships, grants and assistance to young people. The income may vary depending on the performance of the investments but it is anticipated that there should be in the region of £25k available each year for these awards.
- 1.4 The Council (as governing body of the Trust) is required to approve formally a Plan for the exercise of its powers in relation to the awards which can be made under the Scheme. This Plan needs to be in a specific format as prescribed within the legal documentation.
- 1.5 The Plan in Appendix 1 is presented in the prescribed format and takes account of the deliberations of the Duncraig Castle Working Group which met periodically under the previous administration to consider a range of issues including the use of Trust income.
- 1.6 The Plan needs to be approved first by the Education, Culture and Sport Committee and thereafter by full Council.

2. Next Steps

- 2.1 When the Plan has been approved formally, the availability of funding will be advertised widely and awards made on an annual basis.
- 2.2 The Director of Education, Culture and Sport will make decisions in consultation with Elected Members of the Wester Ross, Strathpeffer and Lochalsh Ward. Awards will be reported annually in the Members' Bulletin.
- 2.3 Guidelines for potential applicants will provide details about the type of funds available as well as information about timescales and application and decision-making processes.

3 Recommendation

- 3.1 Members are asked to recommend to the Council that the Plan set out in Appendix 1 be approved and note the arrangements for future awards under the Scheme.

Signature:

Designation: Director of Education, Culture and Sport

Date: 19th December 2007

Author: Jeannie Graham, External Funding Manager

Background Papers: Scheme made Pursuant to The Education (Scotland) Act 1980 as Amended for the Re-organisation of the Duncraig Castle College Educational Endowment otherwise known as the Duncraig Educational Trust Scheme 1999

A Plan of Scholarships & Grants (Section 16 (i))**Scholarships and Grants Allocated to Former Pupils of Highland Council Secondary Schools**

<u>Number of Scholarships/Grants</u>	<u>Amount</u>	<u>Persons to Recommend Award</u>
Such number of awards (each of not more than the maximum amount) as shall in total equal 65% of the free income of the trust in each financial year in the categories of arts, language and heritage, environment and science.	Max award £1k Max 75% eligible costs	Director of Education, Culture & Sport

Scholarships and Grants Allocated to Former Pupils from Schools Outwith Highland Council area

<u>Number of Scholarships/Grants</u>	<u>Amount</u>	<u>Persons to Recommend Award</u>
Such number of awards (each of not more than the maximum amount) as shall in total equal 5% of the free income of the trust in each financial year in the categories of arts, language and heritage, environment and science	Max award £1k Max 75% eligible costs	Director of Education, Culture & Sport

B Plan of other Scholarships, Grants or Assistance to Individuals (Section 16 (ii))

<u>Number</u>	<u>Amount</u>	<u>Purpose</u>
Such number of awards (each of not more than the maximum amount) as shall in total equal 30% of the free income of the trust in each financial year.	Max award £1k Max 75% eligible costs	Participation in sporting events at national and international level Assistance with costs of attendance at specialist sports coaching

Criteria to be considered by Persons Recommending Award of Scholarships, Grants or Assistance

School Attended: Highland Council secondary school or other secondary school

Maximum age at commencement of course: 25

Place of Residence: Not applicable

Type of College, other institution or training centre attended: specialist institutions, university

Type of Course: Accredited specialist courses and courses of further and higher education in arts, language and heritage, science and environment within and outwith the UK

Other Criteria:

- The minimum age to qualify for assistance will be 16
- Applications for scholarships and grants for former pupils from schools outwith the Highland Council area will be required to satisfy the general requirement of the Trust of being from the Highlands & Islands or of Highland descent
- For assistance with courses, priority will be given to those which lead to a first post-school qualification
- Attainment, merit and promise of individual applicant
- References including references from head teachers.
- Financial circumstances including availability of funding from other sources such as grants, bursaries, scholarships, schemes run by governing bodies of sport etc
- Evidence of selection by a competitive and recognised process for participation in sporting events at national and international level or for assistance with costs of attendance at specialist sports coaching.
- Scholarships, grants and assistance will be awarded for one year in the first instance.
- Consideration may be given to providing assistance for more than one year but, in these cases, the following additional criteria will be applied
 - The funding will be available for a maximum of 4 years or for the duration of the course or training programme whichever is the shorter period of time
 - The funding will normally be agreed on a reducing scale from year to year.
 - The funding will depend on the provision of suitable evidence of satisfactory progress and attainment each year
 - The Council will reserve the right to withdraw scholarship, grant or assistance if the recipient of this funding fails to make reasonable progress or is guilty of serious misconduct. In such circumstances, the Council's decision will be final.

C Plan of Payment to Providers of Education of Training (Section 16 (iii))

<u>Number</u>	<u>Amount</u>	<u>Purpose</u>
None	0	NA

The Council will apply as nearly as possible the whole of the free income of the Trust for the purposes detailed in this Plan each year.

In circumstances where funds indicated under either heading A or heading B of the Plan are not fully utilised in a given financial year, the Council will use unallocated balances to support eligible applications under the other heading.

In circumstances where the total funds are not fully utilised in a given financial year, the Council will carry the balances forward to the following financial year