

**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, 11 August 2014 at 11.00 am.

**Present:**

Mr A Christie (in the Chair)  
Mr R Laird  
Mrs B McAllister

Mr T Prag  
Mr G Ross  
Mrs J Slater

**Officials in Attendance:**

Mr D Haas, Acting Head of Community and Democratic Engagement  
Mr C Stephen, Ward Manager  
Mrs H Tolmie, Administrative Assistant, Business Support  
Miss J MacLennan, Principal Administrator

**Mr A Christie in the Chair**

**Business**

**1. Apologies for Absence**

Apologies for absence were intimated on behalf of Mrs H Carmichael and Mr A Graham.

**2. Declarations of Interest**

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

Item 4, Booklet A (3) – Mrs B McAllister (non-financial)  
Item 4, Booklet A (4) – Mrs J Slater (non-financial)  
Item 4, Booklet A (6) – Mr G Ross (non-financial)  
Item 4, Booklet A (8) – Mr T Prag (non-financial)  
Item 4, Booklet B (1) – Mrs B McAllister (non-financial)  
Item 6, Booklet D (5) - Mr G Ross (non-financial)

**3. Exclusion of 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 Paragraph 6 and 9 of Part 1 of schedule 7A of the Act.

#### **4. Requests for Financial Assistance 2014/15**

##### **Declarations of Interest -**

- **Mrs B McAllister declared non-financial interests in relation to parts of this item on the grounds of being a Board Member of Merkinch Enterprise and on the Steering Group of Arts in Merkinch**
- **Mrs J Slater declared a non-financial interest in relation to part of this item on the grounds of being an Advisory Group Member on the Inverness Festival Association**
- **Mr G Ross declared a non-financial interest in relation to part of this item on the grounds of being a Member of Nairn Dunbar Golf Club**
- **Mr T Prag declared a non-financial interest in relation to part of this item on the grounds of being a member of the Inverness Marketing Group**

**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 their involvement in the discussion.**

In connection to the request for funding from Merkinch Community Centre, Mrs B McAllister pointed out that she was not a Board Member, despite being referred to as such in the application.

There had been circulated Report No. GSC/13/14 dated 1 August 2014 by the Acting Head of Community and Democratic Engagement which listed the applications received for financial assistance from the Inverness Common Good Fund together with an indication being given of whether the applicant had been a recent previous beneficiary. The report also showed:-

- the balance of funds available for allocation, the funds committed for Grants over and under £10,000 and for Subvention;
- the funds committed to major projects; and
- funds allocated from the City Promotions Budget.

In this connection, there had been circulated separately a copy of the applications and any supporting documentation as Booklets A, B and C. In this regard, additional information was tabled in relation to a supplementary application received from POL-UK Creative Writers.

Discussion then took place as to the applications listed in Appendix 7 of the report. Amongst the comments made were the following:-

##### **Booklet A**

Phoenix Explorer Scouts and 2<sup>nd</sup> Inverness Kingsmills Scout Group – clarification was received that £4,000 was being sought specifically from the Common Good Fund and related to 4 Scouts from Inverness.

Inverness Chamber Music Society – details as to how the Society might subsidise Concert Series in future years were requested.

Merkinch Partnership – Discussions were proposed with the Council's Employability Team and Merkinch Partnership regarding the possibility of the project forming part of the work being undertaken in the area funded from the Deprived Area Funding streams.

Inverness Festival Association – Members were reminded of the grant awarded to the Association the previous year. Members recognised the significant community involvement but, to encourage greater fundraising and marketing, were minded to give them £8,000, with a further £1,000 underwritten.

High Life Highland – it was suggested that an extra day opening, as referred to in the application, be held on a Sunday to encourage people into Inverness at the weekend.

Highland Golf Links – Golf played an important role in attracting people to Inverness and this application would heighten the profile of the Golf Links and would have significant benefit in terms of tourism to Inverness.

POL-UK Creative Writers – Members were provided with revised costs of the project. Members were of the view that funding to match that provided by the General Consulate of the republic of Poland be made, namely £1,100, but that all funding be confirmed prior to the grant being paid.

## **Booklet B**

Inverness Angling Club – it was explained that the application was effectively a mechanism whereby a framework could be put in place which would give the Club, which was made up of volunteers, a 5-year rent free period. The Club had drawn up a programme of work that they wanted to instigate and which would make them more sustainable. It was suggested however that, rather than giving them the entire amount, funding be provided annually with a review and a report on progress also made annually before the next year's allocation of funding was granted.

In discussion, Members felt that a year-to-year allocation would make it difficult for the Club to draw up a business model and would have a detrimental impact on its sustainability and that a 2-3 year allocation would be more appropriate. It was important too to ascertain how the Common Good would benefit from its investment, in terms of additional husbandry and promotion of the river to visitors and young people, and the Club had already indicated that they were willing to enter into discussions regarding this. By proposing an "in principle" award the Common Good Fund also had the opportunity to ensure progress was made.

Merkinch Community Centre – disappointment was expressed that other forms of funding were not being pursued, the position being confirmed by the Acting Head of Community and Democratic Engagement that High Life Highland had

indicated that they were not in a position to support this project in the foreseeable future. As a result, it was suggested that High Life Highland meet with Merkinch Community Centre to find a way forward.

Inverness Leisure Limited – the upgrading of flood lighting at Queens Park would add value to the project offered and provide additional training facilities to promote athletics within the Inverness area. It was pointed out that there was a waiting list for youngsters to train at Queens Park and this would allow extended hours and competitions to take place in the evenings, bringing sports facilities in Inverness up to a national level.

The Sub-Committee:-

- i. considered the applications detailed in Booklets A, B and C and **DETERMINED** them as listed in Appendix 1 of this minute; and
- ii. **AGREED** to make recommendations to the City of Inverness Area Committee for its meeting on 2 September 2014 regarding those applications for more than £10,000.

## **5. Inverness Common Good Fund Scheme for Winter Payments 2014/15**

There had been circulated Joint Report No. GSC/14/14 dated 1 August 2014 2014 by the Director of Finance and the Acting Head of Community and Democratic Engagement which followed on from the revision of the Winter Payment Scheme for 2013/14 and built on these amendments to improve the Winter Payment Scheme for 2014/15.

During discussion, confirmation was received, that the amount per person had been increased to £79 per person. The current budget had been increased from £52,000 to £102,000 but this was because the Scheme was demand led. With the widening of the criteria it was expected that there would also be an increase in expenditure and therefore additional resources had been proposed. The extension of the Scheme to include people with children under the age of 5 in receipt of specific benefits was also welcomed.

In relation to how Landward Areas were funded, it was confirmed that the proposed mechanism was competent given the emphasis on ensuring that those receiving funding also received advice on how to make their homes energy efficient and how to reduce their carbon footprint. In this regard, it was pointed out that no mention was made of the Landward Benevolent Funds and that detail of this should be included in the report submitted to the City of Inverness Area Committee.

The Sub Committee **AGREED**, taking into account the inclusion of the Landward Hardship Fund into the report to be considered by the City of Inverness Area Committee, to make the following recommendations to the City of Inverness Area Committee on 2 September 2014 for the Winter Payments Scheme:-

- i. that criteria for the 2013/14 scheme as set out in paragraphs 2.1 to 2.3 in the report be used as the basis for the 2014/15 scheme;
- ii. eligibility for the 204/15 scheme be extended to include those with children under the age of 5 years that also receive Income Support, Income based Job Seekers Allowance, Income based Employment and Support Allowance or Pension Credit (Guarantee Credit);
- iii. a single tier payment of £79 be made to those applicants that satisfy the eligibility criteria for the 2014/15 scheme;
- iv. the scheme be made available to residents in the City of Inverness and the Landward areas of the seven City Wards;
- v. the sum set aside within the Inverness Common Good Fund revenue budget 2014/15 for the Winter Payment Scheme, be increased to £102,000; and
- vi. £20,000 be donated from the Common Good Fund to the Blythwood Food Hamper Scheme for 2014/15.

## **6. Requests for Civic Hospitality 2014/15**

### **Declarations of Interests -**

**Mr G Ross and Mrs J Slater declared non-financial interests in relation to parts of this item on the grounds of being named as having Promoted/Sponsored the request from the 2<sup>nd</sup> Inverness Company Girls' Guide application and being related to the applicant who had submitted the request on behalf of Inverness Town Twinning respectively 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 their involvement in the discussion.**

There had been circulated Report No. GSC/15/14 dated 1 August 2014 by the Acting Head of Community and Democratic Engagement.

In this connection, there had been circulated separately a copy of the applications and any documentation as Booklet D. Additional information had also been circulated in relation to a supplementary application received for an application for a Civic Reception and Dinner for the Convention of the Highlands and Islands.

During discussion of the requests in relation to the Masters World Championships, additional information was sought on a number of specific points including the need for prior notice to be given for requests of this nature, the implications arising out of holding such events, the resources involved, details regarding the catering arrangements on specific days and that such proposals might be more appropriately funded from the Events and Festivals budget. The Acting Head of Community and Democratic Engagement assured Members that their various points would be addressed and confirmed that an evaluation exercise would be carried out and submitted to the Events and Festival Working Group and the Inverness Common Good Fund Grants Sub Committee.

The Sub-Committee considered the applications detailed in Booklet D and **DETERMINED** the requests as listed in Appendix 2 of this minute.

**7. Date of Next Meeting**

The Sub-Committee **NOTED** that the next meeting will take place on Monday 10 November 2014 at 9.15 am.

The meeting ended at 11.55 a.m.

**INVERNESS COMMON GOOD FUND GRANTS SUB-COMMITTEE 11 AUGUST 2014**
**Appendix 1**

	Applicant	Project	Amount Requested	Project Costs	%	Previous Beneficiary	Capital or Revenue Project	Comments	Decision
<b>BOOKLET A - Applications Under £10,000</b>									
1	Pheonix Explorer Scouts & 2nd Inverness Kingsmills Scout Group	Trip to World Scout Jamboree in Japan in July/August 2015	£ 4,000.00	£13,200.00	30%	No	Revenue	Wards 16 and 20 have approved £1,000 and £1,500 respectively to this project	<b>AGREED</b>
2	Inverness Chamber Music Society	Chamber Music Concert Series 2014/15	£ 3,831.00	£15,575.00	25%	No	Revenue	Hire of Town Hall and Officers Time in Kind	<b>AGREED.</b> Also <b>AGREED</b> that details be sought as to how the Society might subsidise Concert Series
3	Merkinch Partnership	Return to Work programme of workshops	£ 7,254.00	£8,754.00	83%	Yes	Revenue		<b>DEFERRED</b> to a future meeting pending outcome of discussions between the Employabilty Team and Merkinch Partnership.
4	Inverness Festival Association	Inverness Music Festival 2015	£ 9,000.00	£26,620.00	34%	Yes	Revenue	£10,000 approved to IFA towards the 2014 Festival with a further £5,000 to underwrite any loss. Only the £10,000 was taken up as	<b>AGREED</b> £8,000 with a further £1,000 underwritten.
5	High Life Highland	Modern Masters' touring exhibition from V & A for Inverness Museum & Art Gallery	£ 9,500.00	£19,500.00	49%	Yes	Revenue		<b>AGREED</b> with the suggestion made that an extra day opening be held on a Sunday.
6	Highland Golf Links	Tomatin Pro AM 2014 video and photography for marketing purposes for future events	£ 3,000.00	£11,938.50	25%	No	Revenue		<b>AGREED</b>
7	High Life Highland - Inverness Museum & Art Gallery	Acquisition of Painting by John Small of the Inverness Riverfront	£ 1,200.00	£2,200.00	55%	Yes	Capital		<b>AGREED</b>

	Applicant	Project	Amount Requested	Project Costs	%	Previous Beneficiary	Capital or Revenue Project	Comments	Decision
8	Inverness Marketing Group	Marketing of Inverness & Area	£ 4,000.00	£8,000.00	50%	Yes	Revenue		AGREED
9	POL-UK Creative Writers	POL-UK Creative Writers and Friends - Tribute to Polish Literature	£ 3,000.00	£3,000.00	100%	No	Revenue		AGREED £1,100, subject to other funding being in place.
			£ 44,785.00						



	Applicant	Project	Amount Requested	Project Costs	%	Previous Beneficiary	Capital or Revenue Project	Comments	Decision
<b>BOOKLET B - Applications Over £10,000</b>									
1	Arts In Merkinch	Arts In Merkinch	£ 11,847.00	£ 91,262.00	13%	Yes	Revenue		<b>AGREED</b>
2	Inverness Angling Club	Financial support for the continuing management of the Ness Fishings over years 2015-19	£ 47,500.00	£ 47,500.00	100%	No	Revenue		While being mind to grant 5 years, <b>AGREED</b> initially to 3 years of funding in principle subject to:- (1) the Club, following discussions, taking on obligations in relation to husbandary and promotion of the
3	Merkinch Community Centre	Refurbishment Project	£ 28,340.00	£ 28,840.00	98%	Yes	Capital		<b>DEFERRED</b> to a furure meeting pending outcome of discussions between High Life Highland (HLH) and Merkinch Community Centre to find a way forward in relation to HLH funding part of the refurbishment.
4	Inverness Leisure Limited	Queens Park Upgrade - Floodlighting Installation	£ 50,000.00	£ 150,000.00	33%	Yes	Capital		<b>AGREED</b>
			£ 137,687.00						
<b>Booklet C - Subvention Funding</b>									
1	British Waterways T/A Scottish Canals	World Canals Conference 2016	£ 4,500.00	£ 68,000.00	7%	Yes	Revenue		<b>AGREED</b>

	Applicant	Project	Amount Requested	Project Costs	%	Previous Beneficiary	Capital or Revenue Project	Comments	Decision
			£ 4,500.00						

Date Request Received	Applicant	Organisation	Event	Date Requested	Estimated Cost £	Comments	Decision
25/06/14	Mrs Janet Home MBE	Soroptimist International of Great Britain and Ireland	80 <sup>th</sup> Anniversary of Soroptimist International of Great Britain and Ireland	16/05/15 – Civic Dinner	3,678.98		<b>AGREED</b>
30/06/14	Sharon Hammell	Scottish Ambulance Service	Scottish Ambulance Service Staff Awards	30/10/14 – Civic Reception Awards Ceremony	1,863.45		<b>AGREED</b>
14/07/14	Kenneth Murray	An Comunn Gàidhealach (ACG)	Welcoming the Royal National Mod to Inverness	10/10/14 – Civic Reception	877.07		<b>AGREED</b>
21/07/14	Gerry Reynolds	The Highland Council	Masters World Championships	11/09/14 – Civic Buffet	2024.22		<b>AGREED</b>
			Masters World Championships 2014 – Day 1	12/09/14 – Civic Lunch	2488.40		<b>AGREED</b>
			Parade of the Clans	12/09/14 – VIP Refreshments	972.10		<b>AGREED</b>
			Masters World Championships 2014 – Day 2	13/09/14 – Civic Lunch	2024.22		<b>AGREED</b>
			Highland Clans Exhibitors	13/09/14 - Teas, Coffees and sandwiches	200.00		<b>AGREED</b>
			Masters World Championships 2014 – Day 3	14/09/14 – Civic Lunch	2024.22		<b>AGREED</b>
			Masters World	14/09/14 – VIP	996.99		<b>AGREED</b>

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Civic Hospitality Requests

			Championships 2014	Reception			
23/07/14	Susan MacKenzie	2 <sup>nd</sup> Inverness Company Girls' Brigade (formerly Girls' Guidry)	75 <sup>th</sup> Anniversary of 2 <sup>nd</sup> Inverness Company Girls' Brigade (formerly Girls' Guidry)	Civic Reception – 3/10/15	1,031.76		<b>AGREED</b>
23/07/14	Christina Cameron	Inverness Town Twinning	Visit of pupils from Maria-Theresia Gymnasium Augsburg	Visit to the Town House – Tea/Coffee/Shortbread – 16/0914	100.00		<b>AGREED</b>
25/07/14	Maj Gen Seymour Monro	Highland Military Tattoo	Reception for the Hellcats USMA Band the international Act at the Highland Military Tattoo	05/09/14 – finger buffet lunch	416.30		<b>AGREED</b>
31/07/14	Monica Lee-Macpherson	SHIMCA	Live in Harmony with Planet Earth	22/08/14 – Civic Lunch	254.10		<b>AGREED</b>
07/08/14	Gordon Morrison	The Highland Council	The Convention of the Highlands and Islands	27/10/14 – Civic Reception and Dinner	Approx 2000.00	Half the funding will come from the Chief Executive's Office	<b>AGREED</b>