

**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 29 January 2018 at 9.30 am.

Present:

Mr B Boyd
Mrs C Caddick
Mrs H Carmichael
Mr A Graham

Mr A Jarvie
Mr R Laird
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 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 Miss J Campbell and Mr G Cruickshank.

2. Declarations of Interest

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

Item 5 Booklet A - Mr A Graham (non-financial)
Item 5 Booklet A – Mrs C Caddick (non-financial)
Item 5 Booklet A – Mrs E McAllister (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. Inverness Common Good Fund Sub Committee

There was circulated Report containing powers delegated in full by the City of Inverness Area Committee to the Inverness Common Good Fund Sub Committee in respect of administrative matters relating to the operation of the Inverness Common Good Fund.

The Inverness City Area Manager explained the limitations of the powers i.e. that the Sub-Committee could not make a decision on applications exceeding

£10,000, as this would require to be considered by the City of Inverness Area Committee. The Sub Committee could remit matters to the City Committee if appropriate. Further, the Sub Committee's powers excluded any powers over the investment of funds, which was remitted to the Pensions Committee's Investment Sub Committee, and investment performance of the Common Good Fund was reported directly to the City Committee.

The Sub Committee **NOTED** the powers delegated in full by the City of Inverness Area Committee to the Inverness Common Good Fund Sub Committee.

5. Requests for Financial Assistance 2017/18

Declaration of Interests –

Mr A Graham declared a non-financial interest in the item relating to the Gaelic Society of Inverness as a Member and Chieftain of the Society and left the room during discussion of the application.

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.

Mrs E McAllister declared a non financial interest in the applications relating to the Partnerships for Wellbeing, as a Director and the Highland Senior Citizens Network, 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 interests did not preclude her from taking part in the discussion.

There had been circulated Report No GSC/01/18 dated 18 January, 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 Booklet A.

It was confirmed that the balance of funds available for allocation from the 2017/18 budget was £117,969 for Grants and £24,000 for conferencing.

In terms of Funds committed it was explained that in relation to the Queens Park Upgrade Floodlighting installation, the Project Manager had confirmed that the contract was in place and the Grant awarded would be drawn down. Also, 50% of the funding awarded to the Shirly Project had now been paid out.

It was queried what co-ordination was given to applications made to both the Common Good Fund and Members Ward Discretionary Fund. It was explained that when applications were received, Officers did co-ordinate between the two Funds so that information was provided to Members if applications were sought from both Funds.

In relation to grant awards not paid out as yet, it was explained that each month there was a review of grants awarded and where grants had been awarded and had not yet been paid out after six months, contact was made with applicants to

advise them, that unless they applied for an extension of time, then the grant would be withdrawn.

Booklet A

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

Clachnacuddin FC Youth Development (Under 17s) (£4,500 sought) **APPROVED £4,500**
Participation in the Dana Cup U17 Football Tournament in Denmark

Clachnacuddin FC Youth Development (Under 14s & 15s)
(£5,000 sought) **APPROVED £5,000**
Participation in the Barcelona Cup in Salou, Spain for the Under 14s & 15s Football Teams

Inverness High School (£8,415 sought) **APPROVED £8,415**
S1 Outdoor Transition Project 2018

Mr A Graham left the meeting prior to consideration of the following application.

Gaelic Society of Inverness (£700 sought) **APPROVED £700**
Annual Showcase Concert at Eden Court Theatre

Highland Multicultural Friends
(£4,750 sought) **APPROVED £4,750**
HMF – Steps to Social Integration

This Group supported a range of activities on integration and reducing isolation for minority ethnic women in the Inverness area and recently supported work of the Council and its partners on resettling and integrating Syrian refugees in Highland.

Inverness Angling Club (Sought £9,500) **APPROVED £9,500**
Financial support for the continuing management of the Inverness Common Good Fund Town Fishings.

The Club's business plan was delivering and making great progress and the plan was being used as an exemplar model for other angling clubs and associations in Highland.

Northern Meeting Charitable Piping Trust (Sought £9,800) **APPROVED £9,800**
Northern Meeting Solo Piping Championships at Eden Court Theatre

This was a prestigious and high quality event attracting competitors from around the world. It was suggested that the marketing of the event could be improved to promote such a prestigious event and an undertaking was given that this would be looked at.

Mr R Laird, moved that £4,900 be awarded to this application, similar to the amount awarded in the last three previous years, but having failed to find a seconder the motion failed.

The Sub Committee therefore **APPROVED** the application.

NessBookFest (Sought £2,000) **APPROVED £2,000)**
NessBookFest 2018

Signpost INC (Sought £9,990) **APPROVED £9,990)**
Recovery Cafe

This Organisation provided support for vulnerable people in Inverness. Their work on integration was very impressive. The organisation intended that the Recovery Café would be self-financing and therefore would not require recurring funding.

It was **AGREED** that after six months a report on progress on the project would be circulated to the Sub Committee and an assurance would be sought from the organisation that the project was self-financing and would not require repeat funding from the Common Good Fund.

Partnerships for Wellbeing (Sought £9,500) **APPROVED £9,500**
Inverness Voluntary Transport Scheme

Highland Senior Citizens Network ((Sought £2,000) **APPROVED £1,000**
Annual Conference

This organisation helped vulnerable people. It was highlighted that the application was for 100% of the cost of the Annual Conference and that the Sub Committee were not minded to support applications unless funding from other sources were also in place. It was also noted that participants at the event would not solely be from Inverness. It was therefore felt that the applicant should be able to attract funding from elsewhere.

It was suggested that there should be a contribution to the costs of the Conference, but not to pay for the entire cost of it.

Therefore Mr A Graham, seconded by Mrs H Carmichael, moved that the application receive £1,500.

As an Amendment, Mr A Jarvie, seconded by Mr R Laird, moved that the application receive £1,000.

On a vote being taken, the **MOTION** received 2 votes and the **AMENDMENT** received 5 votes, with 1 abstention, and the **AMENDMENT** was therefore **CARRIED**.

Decision – the Sub Committee **AGREED** to award £1,000 towards this application.

MS Therapy Centre Inverness Ltd (The Oxygen Works)
(Sought £3,750) **APPROVED £3,750**

The organisation were applying to the Common Good Fund for assistance in covering their running costs of the MS Therapy Centre Inverness Ltd, specifically in relation to the waiving of rent. It was advised that the organisation were currently considering various options for the Therapy Centre premises, one of which was to relocate to the UHI campus in Inverness. If they

wished to relocate, they would require to produce a business case to do this and they would have to come to an agreement with the Common Good Fund, that the move would be commercially acceptable to the Fund.

If an award on the application was made, then this would not prejudice the Common Good Fund's position and the organisation was in discussion with Officers on this issue and the interests of the Common Good Fund were being looked after appropriately. Members would be consulted on any future proposal that the organisation had in relation to its premises.

The Sub Committee **AGREED** to award funding of £3,750 for one year only.

Cycle to Health Inverness (Sought £9,191) **APPROVED £9,191)**
Purchase of 2 Copenhagen Triobikes for Cycling without Age project

It was explained that a condition of the grant would be that the Triobikes must remain in Inverness. If they were moved outwith the area then the grant would have to be repaid.

Befrienders Highland (Sought £1,000) **APPROVED £1,000**
Scottish Mental Health Arts Festival, Inverness Events

Remaining Grant Funds

It was noted that approximately £40,000 remained in the budget for grant awards in this financial year and it was therefore **AGREED** to delegate determination of applications for grants between now and the end of the current financial year to the Inverness City Area Manager in consultation with all Members of the Sub Committee.

6. Inverness Shinty Club

The Sub Committee **Homologated** the award of £500 towards the St Andrew's Schools Shinty Festival.

7. Inverness Floral Art Club

The Sub-Committee **AGREED** to extend the grant period of the grant awarded to Inverness Floral Art Club.

8. Gull Report

The Sub Committee **NOTED** that a report would be submitted to the May meeting regarding the Inverness Gull Project.

9. Promotion of the Inverness Common Good Fund and an Annual Showcase Event for Grant Recipients

The Inverness City Area Manager advised that a proposal still required to be developed for the promotion of the Inverness Common Good Fund and an Annual Showcase Event for Grant Recipients.

Consideration was being given to a media plan to clarify how the Common Good Fund would be promoted and consideration of award categories for an awards event with civic reception.

Members were encouraged to forward any ideas for award categories to the Inverness City Area Manager within the next month.

It was suggested that the event should not be an awards ceremony but a Reception for all applicants who had received an award in the current year allowing them to showcase what their organisation was doing for their community.

The Sub Committee **AGREED** that the Inverness City Area Manager work up a proposal for submission to the next meeting based on a Reception for all applicants who had received an award in the current year allowing them to showcase what their organisation was doing for their community.

10. Inverness Common Good Fund Logo

The Sub Committee were invited to approve the design for the new Common Good Fund Logo.

It was advised that the Logo was still to be finalised by the Designer and in this respect it would be checked if the spires on either side of the Town House roof were in fact different heights, as shown on the Logo. It was also suggested that the wording on the logo be done using a traditional Font to make it more distinctive.

It was **AGREED** that the final Logo would be circulated to Members for approval.

11. Civic Hospitality Requests

There had been circulated Report No GSC/02/18 dated 18 January, 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 B.

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

Clan MacLennan Association
International Clan Gathering

AGREED
£1,128.00

It was advised that if any further Clan Gathering event applications were received, then consideration would be given to asking them to do a joint event.

Inverness Chamber of Commerce
125th Anniversary

AGREED
£3,647.63

The Highland Council
United States Tartan Day Celebration

AGREED
£2,520.68

<u>The Highland Battalion of the Boys Brigade</u> <u>Boys Brigade National Table Tennis Final</u>	AGREED £1,491.68
<u>Henri Forman Event Management</u> <u>Innovative Solutions in Remote Healthcare International</u> <u>Conference</u>	AGREED £3,607.35
<u>Inverness Business Improvement District</u> <u>Inverness City Centre Business Awards 2018</u>	AGREED £1,200.00
<u>Inverness Town Twinning Committee</u> <u>Domingknaben (Boys Choir) from Augsburg</u>	AGREED £1,478.00
<u>Befrienders Highland</u> <u>25th Anniversary</u>	AGREED £2,759.61
<u>Girlguiding Inverness-shire</u> <u>World Thinking Day (Girlguiding)</u>	AGREED £250.00

It would be checked with the Applicant that the Award of £250 was in line with what the organisation needed for the Civic Reception and the position would be confirmed with the Sub Committee.

12. Homologation of Civic Hospitality Requests

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

- i. Celebrations relating to the opening of the West Link - £1,375
- ii. PSYV Police Scotland Youth Volunteers - £1,729.63

13. Recurring Annual Events

There was circulated Report No. GSC/03/18 dated 17 January, 2018 by the Inverness City Area Manager. The report invited Members to consider approval in principle for recurring annual events and to decide which option from paragraph 4.4 of the report they would like to determine them.

In terms of the Hogmanay VIP Reception at the Northern Meeting Park Members requested details of this, including actual cost of the Reception and consideration be given to the appropriate level of hospitality to be offered in future.

In relation to the Remembrance Sunday Civic Reception it was suggested that while some light refreshments could be provided in the Town House for participants, and thereafter participants would depart to the Royal British Legion. In this respect a donation could be made towards the hospitality of participants at the Royal British Legion.

The Sub-Committee:-

- i **APPROVED** in principle the expenditure for the annually recurring events listed in Appendix 1 to the report.

ii **AGREED** to delegate authority to the City Area Manager in consultation with the Inverness Common Good Fund Chairman and the Provost to approve the necessary expenditure in 2018/19.

iii **AGREED** that details of the Hogmanay VIP Reception, including the actual cost of last year's event be sent to Members and consideration be given to the appropriate level of hospitality to be offered in future.

iv **AGREED** that the Civic & Facilities Team Leader finalise proposals for the format of the Remembrance Sunday Civic Reception with the Provost and the Royal British Legion.

14. Visit by the Mayor of Augsburg

The Domsingknaben Choir would be performing in the Town House on 25 May, 2018 at no cost to the Council. They would be accompanied by the Oberbergmeister and noting the strong relations with the City of Augsburg, the Sub Committee **APPROVED** the provision of accommodation for two nights on 25 and 26 May, 2018 for the Oberbergmeister, his partner and two officials. This would cost no more than £1,200.

15. Update on St Valery Visit

The Inverness City Area Manager advised that the Inverness City Area Committee had previously approved a visit by Dignitaries from St Valery. It was advised that this visit was scheduled for September 2018.

It was confirmed that consideration was being given to an event to commemorate the centenary of the end of the First World War during the visit.

The Sub-Committee **NOTED** the position.

16. Salute Magazine

The Sub Committee was asked to consider placing an advert in the Salute Magazine to commemorate the Beginning of the End of the Great War.

Members felt that they required further information about the magazine and the Sub-Committee **AGREED** that this be discussed at the Armed Forces Community Covenant meeting. Details would then be forwarded to Members.

17. Date of Next Meeting

The Sub-Committee **NOTED** that the next meeting would take place on Monday 14 May, 2018 at 9.30 am.

18. AOCB

End of First World War Commemorations – an update on the arrangements would be circulated to Members.

The meeting ended at 11.00 am.