

**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 6 August 2018 at 9.30 am.

**Present:**

|                  |                  |
|------------------|------------------|
| Mr B Boyd        | Mr G Cruickshank |
| Mr I Brown       | Mr R Laird       |
| Miss J Campbell  | Mrs E McAllister |
| Mrs H Carmichael | Mr G Ross        |

**Officials in Attendance:**

Mr D Haas, Inverness City Area Manager  
Mrs H Tolmie, Administrative Assistant, City Manager's Office  
Mr S Taylor, Civic & Facilities Team Leader, Corporate Resources Service  
Mr A MacInnes, Administrative Assistant, Chief Executive's Service

**Also in attendance:-**

Mr D McCallum, (part of item 4 only)  
Mr A Lawton (part of item 4 only)

**Mr G Ross in the Chair**

**Business**

**1. Apologies for Absence**

Apologies for absence were intimated on behalf of Mrs C Caddick, Mr A Graham and Mr A Jarvie.

**2. Declarations of Interest**

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

Item 4, Booklet A - Mr R Laird (non-financial)  
Item 4, Booklet A – Mrs E McAllister (non-financial)  
Item 4, Booklet A – Miss J Campbell (non-financial)  
Item 7, Booklet C and Item 12 – Mr G Ross (non-financial)  
Item 7 Booklet C – Mr G Cruickshank (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. Requests for Financial Assistance 2018/19

##### Declaration of Interests –

Mr R Laird as a Director of Merkinch Partnership declared a non financial interest in the application from the Merkinch Partnership and left the room during discussion on it.

Mrs E McAllister declared a non financial interest in applications relating to Merkinch Partnership and Merkinch Community Centre as a member of the Merkinch Partnership and Merkinch Enterprise, but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that the interest did not preclude her from taking part in the discussion.

Miss J Campbell declared a non financial interest in the application relating to Eden Court Highlands as a Director of the Board and left the room during discussion on it and also a non-financial interest in the application relating to Merkinch Community Centre as a member of Merkinch Enterprise, but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that the interest did not preclude her from taking part in the discussion.

There had been circulated Report No GSC/08/18 dated 27 July, 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 Booklets A and B.

It was confirmed that the balance of funds available for allocation from the 2018/19 budget was £252,318 for Grants and £35,250 for conferencing.

In terms of the award of grant for the Queens Park Upgrade, Floodlighting Installation, it was advised that these works had now gone out to tender but the contract would not now be in place until the end of 2018. Given the delays to the contract over the last four years and that there had been seven extensions of time to the grant award, it was **AGREED** that the applicant be asked to reapply for the grant.

In terms of the grant award for the appointment of an Armed Forces Community Covenant Officer it was noted that this award had not yet been drawn down. It was advised that the postholder had been appointed and the process of obtaining the funding from the various funders (including the Common Good Fund) would now commence. It was **AGREED** that an evaluation report on the work done so far by Armed Forces Community Covenant Officer would be submitted to the next meeting.

It was noted that the Inverness City Area Manager and met with the Chief Executive of Eden Court Highlands and they were both determined to make the most of Eden Court as a conference venue.

## **Booklet A**

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

Merkinch Community Centre (£9,800 sought) **APPROVED** £4,400  
Purchase of new Chairs for the Community Centre

It was noted that although the new chairs were significant for the Centre, this was for wear and tear expenditure and not a specific project and the percentage of grant requested towards the total project costs was high. However, it was explained that Merkinch Community Centre was the only Community Centre in Inverness that was not run by High Life Highland. It therefore did not have access to their funds unlike all the other Community Centres and therefore it had to adopt this approach for support from the Common Good Fund for capital funding. All other Community Centres would go to High Life Highland for similar funding.

Thereafter, Miss J Campbell, seconded by Mrs E McAllister, **MOVED** a grant award of 50% of the amount requested (£4,400).

As an **AMENDMENT**, Mr I Brown moved that no grant be awarded. However, having failed to find a seconder, the Amendment failed.

Inverness Chamber Music Society operating as musicinverness (£4,456 sought) **APPROVED** £4,456  
Annual Series of eight chamber music concerts

Highland Rugby Football Club (sought £9,500) **APPROVED** £9,500  
Community Rugby Development Programme 2017-2020

Merkinch Partnership (£5,000 sought) **APPROVED** £5,000  
Reach Out Project

It would be good to see a link with Skills Development Scotland throughout this project and the Partnership would be advised of this.

Inverness City Boxing Club (£9,500 sought) **APPROVED** £9,500  
Boxing Fit – Boxing Clever

It was noted that while the Club was very successful in its activities, this application was for the running costs of the club and not a specific project. It was **AGREED** that the Club be given a grant award of £9,500 for one year only, and that the Club be requested to produce an Action Plan on how the Club can be sustainable going forward and assistance on this would be given by the Council.

Hilton Parish Church (Sought £10,000) **APPROVED** £10,000  
Hilton Children & Families Project

Inverness Military Wives Choir (Sought £1,454) **APPROVED** £1,454

## Remembrance Concert in Inverness Cathedral

It was noted that all donations from the event would go to Poppyscotland and the event brought good profile to the Inverness Cathedral. It was **AGREED** that evidence of the Inverness Common Good Fund funding this event would be arranged.

Eden Court Highlands (Sought £7,949) **APPROVED** £7,949  
To carry out feasibility work on refurbishment of various Theatre assets

It was expressed that the Theatre was a very important aspect of the City and the application was worthy of support.

*At this point Mr B Boyd left the meeting for the remainder of the meeting.*

Highland Velodrome Trust (Sought £4,104) **REFUSED**  
Highland Arena – Feasibility and Pre-Funding Work

It was advised that this Feasibility had already been undertaken in the past for a location in Inverness and it had not been taken forward. Tornagrain where the project was now proposed was outside the boundary of Inverness and it was not clear what the benefit of the Highland Arena would be to the City. It was therefore decided to **REFUSE** the application.

The Inverness Darkroom (Sought £5,000) **REFUSED**  
Community Darkroom Project

The Sub-Committee were of the view that Darkroom photography facilities should be provided at the UHI and therefore **REFUSED** the application.

Inverness Playwrights (Sought £4,050) **REFUSED**  
Reaching new Highland audiences

This was a Highland wide application and not relevant to the City of Inverness and the organisation was seeking a high level of the total project costs. The Committee therefore **REFUSED** the application.

Camanachd Association (Sought £5,250) **APPROVED** £5,250  
Marine Harvest Shinty/Hurling International Match and Caman Back to Shinty

The Committee were supportive of the application. As the Camanachd Association had already received a grant award this financial year of £6,000 this brought them above the £10,000 threshold and this would be highlighted to the City of Inverness Committee.

### **Booklet B**

The Sub-Committee determined applications for funding of over £10,000 and Conference funding as follows:-

Workers' Educational Association (Sought £69,590) **REFUSED**  
Link Up Inverness Project

The Committee were of the view that the work of the Association was already being undertaken by other Organisations in Inverness and they were also seeking the full amount for the project. The Committee **REFUSED** the application.

The Ledge (Sought £50,000) **APPROVED** £50,000  
Climbing Walls and Adventure Sports Training

Mr D McCallum and Mr A Lawton were in attendance and gave a presentation on The Ledge, a charity, which proposed climbing walls and adventure sports training facility in Inverness.

The presentation covered the aims of the project, the strategic and community based benefits that the facility would bring to the City of Inverness, the support it would provide to the various groups and initiatives and a breakdown of total costs and other potential funders.

In particular, High Life Highland were supportive of the project which would provide climbing training facilities to a national quality standard and would be an opportunity for High Life Highland to utilise their climbing wall, which they recognised as being out of date, for another leisure activity.

The application to the Common Good Fund was for £50,000 this financial year. If the project progressed, it was likely that a further application of £50,000 would be made in the financial year 2019/20. The application would be subject to the City of Inverness Committee approval at their meeting to be held on 30 August, 2018.

During questioning, Members in supporting the project, particularly welcomed the benefits the facility would bring to young people, it would reach out to areas of deprivation in Inverness and there was potential for job creation. They also welcomed that the facility would be financially self-sustaining and that the operators would not be looking for a contribution to ongoing operating costs.

Also, Councillor G Cruickshank wished his support for the project to be recorded as he may not be able to attend the Inverness City Committee meeting where the application would be considered.

Thereafter, the Chairman thanked Mr D McCallum and Mr A Lawton for their presentation.

Following consideration of the application by The Ledge, the Sub-Committee:-

i **AGREED to Recommend** to the Inverness City Committee, the application for £50,000 for The Ledge, Climbing Walls and Adventure Sports Training facility;

ii **NOTED** that the numbers of users for the Climbing Wall at Inverness Leisure would be provided for the Sub-Committee.

Mikeysline (Sought £25,000) **APPROVED** £25,000  
The Hive Project

This organisation were providing a vital service and the quality of their work was commended. The Committee were therefore supportive of the application.

The Inverness City Area Manager undertook to contact the Health Manager, NHS Highland with regards to progress in appointing a Community Psychiatric Nurse in Inverness.

Inverness Museum & Art Gallery, High Life Highland  
(Sought £15,500) **APPROVED £15,500**  
Exhibition of Dinosaurs at Inverness Museum & Art Gallery

The Committee were supportive of the application which would be good for educational purposes, fun for families and would increase the number of people visiting the Museum & Art Gallery.

ActivNess Ltd (Sought £25,821) **REFUSED**  
ActivNess Support Centre

The Committee were of the view that the application lacked clarity of the benefit to social provision in the City and therefore **REFUSED** the application.

## 5. Relationships Scotland – Family Mediation Scotland

The Sub-Committee was invited to reconsider the application from Relationships Scotland – Family Mediation Scotland and determine whether to approve or decline the grant of £2,500 following submission of further information.

Following consideration, the Sub Committee **APPROVED** a grant of £2,500 towards Relationships Scotland – Family Mediation Scotland.

## 6. Amendment to Grant

It was advised that Cycle to Health Inverness had requested a change to the Grant award as the cost of the trikes was lower than expected. They requested use of the remaining funds (£1,591) to help the running of the organisation in relation to volunteer management software and the maintenance fund.

The Sub Committee **AGREED** to the request from Cycle to Health Inverness for the amendment to grant award as detailed above.

## 7. Civic Hospitality Requests

**Mr G Ross** declared a non-financial interest in the item relating to the Highland Dementia Learning Event as a member of the organising group but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.

**Mr G Cruickshank** declared a non financial interest in the application relating to the Royal British Legion Scotland Pipe Band as a member of the British Legion and he knew members of the Royal British Legion Pipe Band, but, having applied the test outlined in Paragraphs 5.2 and 5.3 of

**the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.**

There had been circulated Report No GSC/09/18 dated 26 July, 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 C.

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

|   |                            |
|---|----------------------------|
| <u>Royal British Legion Scotland Pipe Band</u><br>100 <sup>th</sup> Year Celebration Civic Dinner           | <b>AGREED</b><br>£2,561.95 |
| <u>Life Changes Trust</u><br>Highland Dementia Learning Event – Civic Buffet                                | <b>AGREED</b><br>£1,329.13 |
| <u>Highland Migrant and Refugee Advocacy</u><br>Stories of Movement: Multicultural Highland Civic Reception | <b>AGREED</b><br>£2,929.88 |
| <u>The Florians Drama Club</u><br>75 <sup>th</sup> Anniversary – Civic Dinner                               | <b>AGREED</b><br>£3,421.36 |
| <u>Highland Wheelchair Club</u><br>7 <sup>th</sup> Highland Wheelchair Curling Triples Competition 2018     | <b>AGREED</b><br>£2,500.00 |
| <u>RHQ SCOTS</u><br>3 SCOTS Homecoming Parade   | <b>AGREED</b><br>£948.00   |

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

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

- Scotland 2018 Canoe Race Final Ceremony - £1,279.68
- Highland Rugby Club - £1,044.75

## **9. Armistice 2018 – Silhouettes for Benches**

The Sub-Committee **AGREED** the application to purchase six Silhouettes for Benches for Armistice 2018 costing £42.00 each including VAT. These would be used at church services in Inverness, three for the Old High Church and three in the Cathedral, both locations are hosting Armistice events. The grant will come from the City Promotions budget.

## **10. ICT Enhancement to the Town House**

The Sub-Committee **AGREED** the application for £6,775 to purchase ICT equipment for the Town House Hall. The grant will come from the Town House Maintenance budget.

## 11. Millennium Circle, High Street

The Sub-Committee **APPROVED** the expenditure on replacement stones for the Millennium Circle to the value of £856.40 plus VAT. This will be paid from the Other Properties Budget.

## 12. HighlandAR Legends

**Mr G Ross declared a non-financial interest in this item as he had spoken to the applicant about the application but, having applied the test outlined in Paragraphs 5.2 and 5.3 of the Councillors' Code of Conduct, concluded that his interest did not preclude him from taking part in the discussion.**

The Sub-Committee **APPROVED** the undernoted two applications from Corporate Communications towards:

- i. The printing of leaflets to promote the HighlandAR Legends - £2,500
- ii. Advertising in the British Airways Inflight Magazine - £4,000 on the basis that there would also be promotion of the City of Inverness in the Magazine. A draft of the advert would be circulated to the Sub Committee.

The funding will come from the City Promotions Budget.

## 13. Newspapers/Journals

The Council can no longer support the purchase of Newspapers/Journals for the Town House. The Sub-Committee **AGREED** funding from the City Promotions budget, noting costs as follows:

Inverness Courier/Press & Journal – 1 copy (Monday-Friday) = £7.00 per week.

## 14. Homologation of the Purchase of Town House Whisky

The Sub-Committee **AGREED** to homologate the purchase of Town House whisky at a cost £1,708.20.

## 15. Homologation of Aberdeen Journals Advertising

The Sub-Committee **AGREED** to homologate the decision to advertise the City's principal attractions in the national press with Aberdeen Journals at a cost of £1,800.00

## 16. Date of Next Meeting

The Sub-Committee **NOTED** that the next meeting would take place on Monday 29 October, 2018 at 9.30 am.



## 17.AOCB

i City Flowering Project - The Sub Committee **AGREED** a special one off payment of £1,200 towards the feeding and watering of the hanging flower baskets around the City Centre. It was noted that the weather this season had been exceptionally challenging with high winds and an extensive period of dry weather. Through the diligence of the company that waters the hanging flower baskets, this took a huge extra effort on their part, and the Sub Committee were therefore supportive of this one-off payment.

ii Update on St Valery Visit - It was advised that the Inverness City Area Committee had previously approved a visit by six Dignitaries from St Valery from 6 to 9 September, 2018 and the budget of £2,000 had been approved for hotel costs. However, when the hotel bookings were made the hotel costs had doubled to £4,000. Therefore quotes from a number of other hotels had been sought and they were all around the same amount. Hotel accommodation in Inverness was expensive.

The Sub Committee:-

i **APPROVED** a budget of £4,000 for the hotel costs for the visit by Dignitaries from St Valery to Inverness from 6 to 9 September, 2018; and

ii **AGREED** that the Inverness City Area Manager would investigate entering into a contract with an Hotel in Inverness for future visits by Dignitaries in order to reduce hotel costs for civic visits.

iii Annual Report – It was **NOTED** that the Annual Report of the Inverness Common Good Fund Sub Committee would be submitted to the City of Inverness Area Committee on 30 August, 2018.

The meeting ended at 11.40 am.

**The Highland Council  
City of Inverness Area Committee**

Minutes of a Special Meeting of the **Inverness Common Good Fund Sub-Committee** held in the 1st Floor Committee Room, Town House, Inverness on Tuesday 14 August, 2018 at 12.25 p.m.

**Present:**

Mr B Boyd  
Miss J Campbell  
Mr G Cruickshank

Mr R Laird  
Mrs E McAllister  
Mr G Ross

**Officials in Attendance:**

Mr D Haas, Inverness City Area Manager  
Mr A MacInnes, Administrative Assistant, Chief Executive's Service

**Mr G Ross in the Chair**

**Business**

**Preliminaries**

The Chairman thanked Members for attending this Special Meeting of the Grants Sub Committee which had been called to deal with a late application for funding.

**1. Apologies for Absence**

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

**2. Declarations of Interest**

There were no declarations of interest.

**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 item on the grounds that it involved the likely disclosure of exempt information as defined in Paragraphs 6 and 9 of Part 1 of Schedule 7A of the Act.

**4. Civic Hospitality Request**

There had been circulated Report No GSC/10/18 dated 26 July 2018 by the Inverness City Area Manager which listed an application for Civic Hospitality from the Inverness Common Good Fund.

Following consideration, the Sub-Committee **AGREED** the following application for Civic Hospitality.

The Highland Council (£8,703 sought)  
Freedom of the City to Colin Baillie

**APPROVED £8,703**

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**5. Date of Next Meeting**

The Sub-Committee **NOTED** that the next meeting would take place on Monday 29 October, 2018 at 9.30 am.

The meeting ended at 12.30 p.m.