

NOTICE OF MEETING

A **MEETING** of the **PROVOST'S PANEL** will be held in the **BRUCE ROOM, OLD VIEWFORTH, STIRLING** on **TUESDAY 14 NOVEMBER 2017** at **10.00 am**.

IAIN STRACHAN
Chief Governance Officer
Clerk to the Council

8 November 2017

B U S I N E S S

1. **APOLOGIES AND SUBSTITUTIONS**
2. **DECLARATIONS OF INTEREST**
3. **URGENT BUSINESS BROUGHT FORWARD BY THE CHAIR**
4. **MINUTES**
 - (a) [4 September 2017](#) (Pages 1 - 4)
 - (b) [Special Meeting of Provost Panel - 18 September 2017](#) (Pages 5 - 8)
5. **COUNCILLOR ATTENDANCE AT EAST OF SCOTLAND EUROPEAN CONSORTIUM (ESEC) FACT FINDING MISSION**
Report by Chief Officer – Governance (Localities & Infrastructure) (Pages 9 - 12)

(For further information contact Committee Officer – Karen Swan 01786 2 33081 or
Governance Officer/Clerk – Jean Houston, 01786 2 33100)

**THIS REPORT RELATES
TO ITEM 4A
ON THE AGENDA**

STIRLING COUNCIL

MINUTES of MEETING of the PROVOST'S PANEL held in the WALLACE ROOM, OLD VIEWFORTH, STIRLING on MONDAY 4 SEPTEMBER 2017 at 2.00 pm

Present:

Provost Christine SIMPSON (in the Chair)
Bailie Chris KANE
Bailie Alasdair TOLLEMACHE
Bailie Evelyn TWEED

In Attendance:

Emma-Louise Love, Trainee Accounts Assistant, Localities & Infrastructure
Brian Dickson, Accountancy Assistant, Localities & Infrastructure
Iain Strachan, Chief Officer – Governance, Localities & Infrastructure
Jean Houston, Governance Officer, Localities & Infrastructure (Clerk)
Karen Swan, Committee Officer, Localities & Infrastructure

Also in attendance:

Kathleen O'Neil, Project Adviser

PV1 APOLOGIES AND SUBSTITUTIONS

Apologies were received on behalf of Bailie Bryan Flannagan and Vice Convener Graham Houston.

PV2 DECLARATIONS OF INTEREST

Provost Christine Simpson declared a non-financial interest in Item PV6 (Stirling Common Good Fund – Application for Funding – Guardians of Scotland Trust).

PV3 URGENT BUSINESS BROUGHT FORWARD BY THE CHAIR

There were no items of urgent business.

PV4 INVESTMENT OF COMMON GOOD FUND BALANCES

A report was brought to the Provost Panel on the Investment of Common Good Fund Balances to provide information on the options for investing the balances on the Stirling, Bridge of Allan, Callander and Dunblane Common Good Funds.

The Fixed Term Deposit with Lloyds Banking Group plc was due to mature on 20 September 2017. Options for investing the Common Good Fund balances had been examined with the objective of providing maximum growth at lowest risk.

Advice was sought from the Council's Treasury Management Council consultants (Capita Asset Services) on the institutions that both meet the objectives, and were within the terms of the Council's Treasury Management Strategy. The institution offered the highest rates of interest.

In response to Members questions, the Accountancy Assistant confirmed that the £1,116,000 would be invested within Stirling Council's Loans Fund.

Members requested that once the balances had matured, a report on Common Good Fund Investments be brought back to the Provost Panel in 6 months with a full explanation of the various investment proposals.

Decision

The Provost's Panel agreed:-

1. to invest the balances on the Stirling, Bridge of Allan, Callander and Dunblane Common Good Funds in the Stirling Council's loans fund;
2. to note the interest rates being used were the current rates being offered and were subject to change at the point of investment; and
3. request a report on Common Good Fund Investment be brought back to Provost Panel in 6 months' time with full explanation of investment proposals.

(Reference: Report by Chief Officer- Finance (Localities & Infrastructure) (undated) submitted)

PV5 STIRLING COMMON GOOD FUND – APPLICATION FOR FUNDING – COWANE'S HOSPITAL MAINTENANCE TRUST

An application for funding had been received from Cowane's Hospital Maintenance Trust to help secure further funding from the Heritage Lottery Fund towards the redevelopment project delivery phase.

The sum requested was £9,750, which would bridge a funding gap caused by delays in decision making by external funders.

- £5,750 to support the budget required for an extended period of project development - it would cover the cost of keeping the officer operational and the project running while awaiting funding decisions;
- £4,000 to progress the project to Stage 2 – Heritage Lottery Fund.

Successful Heritage Lottery Funding would enable completion of the redevelopment project to safeguard the future of Cowane's Hospital. A decision by the Heritage Lottery Fund was expected early in 2018.

The Provost's Panel agreed a previous contribution of £16,500 from the Common Good Fund in August 2015 to help secure £226,000 from Heritage Lottery Fund towards the early project development phase.

Kathleen O’Neil, Project Adviser addressed the Panel, noting that the application was submitted as it was the understanding that the Cowane’s Hospital Maintenance Trust would be encompassed within the Stirling City Region Deal funding.

After some discussion and with clarification from the Chief Officer- Governance that the Cowane’s Hospital Maintenance Trust was not specified within the scope of the Stirling City Region Deal and no such funding would be available, the Panel confirmed that the specified funding requirement would need to be reviewed. The Chief Officer – Governance also confirmed that Council Officers would be in contact with the Trust.

Following questions by Members, Kathleen O’Neil confirmed that without funding the organisation would not be able to operate. The Members following deliberations, confirmed that funding of £5,750 would be given to the Cowane’s Hospital Maintenance Trust to support the costs of keeping the office operational and the project running while awaiting funding decisions.

Decision

The Provost’s Panel agreed:

1. after due consideration in regard to the best interest of the inhabitants of the former burgh of Stirling to which the funds relates, in terms of the Local Government etc (Scotland) Act 1994, to provide £5,750 from the Stirling Common Good Fund to support the budget required to cover the costs of keeping the office operational and the project running while awaiting funding decisions; and
2. to defer consideration of the application, if necessary , to a Special Meeting of the Provost Panel.

(Reference: Report by Chief Officer - Governance (Localities & Infrastructure), dated 10 August 2017, submitted)

Provost Christine Simpson having declared a non-financial interest in Guardians of Scotland Trust, relinquished the Chair during consideration of the following item.

Bailie Alasdair Tollemache took the Chair.

PV6 STIRLING COMMON GOOD FUND – APPLICATION FOR FUNDING – GUARDIANS OF SCOTLAND

A request had been received from the Guardians of Scotland Trust for additional funding from the Stirling Common Good Fund to support:

- a launch tour of the artwork model at the Stirling Smith Art Gallery & Museum, Wallace Monument and Bannockburn, to help lever funding for investment in commemorative public art and Stirling Bridge as a visitor attraction; and
- installation of new lighting for the historic Stirling Bridge in collaboration with Forth Electrical Group (FES).

The total amount requested was £23,000. The Provost's Panel and Council had previously approved requests from the Guardians of Scotland Trust for funding from the Stirling Common Good Fund totalling £39,000.

In addition, set up funding of £10,000 was provided from Civic Pride funds.

A presentation to the Panel were given by Kathleen O'Neil showed the proposed final design in situ of the project at Stirling Bridge.

Members raised concern on the lack of clarity on the project, in particular the lack of planning permission for lighting on Stirling Bridge and details surrounding the Stirling City Region Deal.

The Provost Panel agreed to defer consideration of the application to a future Special Meeting of the Provost's Panel to enable officers to discuss matters with the Trust.

Decision

The Provost's Panel agreed:

1. to defer consideration of the application to a Special Meeting of the Provost Panel.

(Reference: Report by Chief Officer- Governance (Localities & Infrastructure), dated 15 August 2017, submitted)

The Chair declared the meeting closed at 2.50 pm.

STIRLING COUNCIL

MINUTES of SPECIAL MEETING of the PROVOST'S PANEL held in the BRUCE ROOM, OLD VIEWFORTH, STIRLING on MONDAY 18 SEPTEMBER 2017 at 3.30 pm

Present:

Councillor Graham HOUSTON (in the Chair)
 Bailie Chris KANE
 Bailie Alasdair TOLLEMACHE
 Bailie Evelyn TWEED
 Bailie Bryan FLANNAGAN

In Attendance:

Iain Strachan, Chief Officer – Governance, Localities & Infrastructure
 Carol Beattie, Interim Director, Children, Communities & Enterprise
 Jean Houston, Governance Officer, Localities & Infrastructure (Clerk)
 Kirsty Street, Governance Intern, Localities & Infrastructure (Minutes)

Also in attendance:

Kathleen O'Neil, Project Adviser, Guardians of Scotland Trust
 Ted Christopher, Trustee of Guardians of Scotland Trust
 John Drummond Moray, Patron of Guardians of Scotland Trust

PV7 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were received from Provost Christine Simpson. Councillor Graham Houston chaired the meeting in her place.

PV8 DECLARATIONS OF INTEREST

There were no declarations of interest.

PV9 STIRLING COMMON GOOD FUND – APPLICATION FOR FUNDING – GUARDIANS OF SCOTLAND TRUST

On 4 September 2017, a meeting of the Provost's Panel was convened to discuss an application to the Stirling Common Good Fund for funding to the Guardians of Scotland Trust.

At this meeting, the Elected Members agreed to defer consideration of the application to a Special Meeting of the Provost Panel.

Officers of Stirling Council and Guardians of Scotland Trust met on 6 September 2017 and it was confirmed that there was no funding available to the Guardians of Scotland Trust from the Stirling City Region Deal.

At the meeting, the Guardians of Scotland Trust requested that the application for funding, minus reference to Stirling City Region Deal, be brought forward to the Special Meeting of the Provost Panel.

The request that was received from the Guardians of Scotland Trust (see Appendix 1) was for additional funding from the Stirling Common Good Fund to support:

- a launch tour of the artwork model at the Stirling Smith Art Gallery & Museum, Wallace Monument and Bannockburn, to help lever funding for investment in commemorative public art and Stirling Bridge as a visitor attraction; and
- installation of new lighting for the historic Stirling Bridge in collaboration with Forth Electrical Group (FES).

The total amount requested was £23,000. The Provost's Panel and Council have previously approved requests from the Guardians of Scotland Trust for funding from the Stirling Common Good Fund totalling £39,800.

In addition, set up funding of £10,000 was provided to the Guardians of Scotland Trust from Civic Pride funds.

The application for funding was presented by Kathleen O'Neill on behalf of the Trust. The Panel was advised that in preparation for this meeting, the Guardians of Scotland Trust had prepared a breakdown of how their request for funding would be spent. Ms O'Neill explained how the Trust planned for the funding to be split between a new light installation on the Stirling Bridge, and the creation of a piece of artwork to commemorate the battle of Stirling Bridge.

The Members recognised the value of the project to Stirling, and would invest in Stirling Council's Administration's priority to develop and promote Stirling as a number one tourist destination in Scotland.

The Panel was minded to grant the Guardians of Scotland Trust funding up to the value of the amount requested. The Chief Officer – Governance, advised the Panel that, as the request for funding was for an amount greater than £10,000, the request would be subject to ratification by Stirling Council.

The Members were in agreement that the request lacked sufficient detailed information about the cost of the project and how funding was to be spent. They agreed that a more specific breakdown of costs would be required prior to the request being considered by full Council and prior to any funding being granted. It was also agreed to recommend that Stirling Council delegate authority to the Chief Officer – Governance to approve the draw down of funds as required, from the Stirling Common Good Fund up to £23,000, should the said request be approved by Stirling Council, subject to satisfactory evidence of costs being provided.

Decision

The Provost's Panel agreed:-

1. to recommend to Stirling Council that it consider, and approve, the request from the Guardians of Scotland Trust to grant up to £23,000 from Stirling Common Good Fund to support development of the Stirling Bridge Project, subject to more financial information being provided; and
2. to recommend that Stirling Council delegate authority to the Chief Officer – Governance to approve the draw down of funds as required, from the Stirling Common Good Fund up to £23,000, should the said request be approved by Stirling Council, subject to satisfactory evidence of costs being provided.

(Reference: Report by Chief Officer- Governance (Localities & Infrastructure), 11 September 2017, submitted)

The Chair declared the meeting closed at 4.35 pm.

STIRLING COUNCIL

**THIS REPORT RELATES
TO ITEM 5
ON THE AGENDA**

PROVOST'S PANEL

**LOCALITIES &
INFRASTRUCTURE**

14 NOVEMBER 2017

NOT EXEMPT

**COUNCILLOR ATTENDANCE AT EAST OF SCOTLAND EUROPEAN CONSORTIUM
(ESEC) FACT FINDING MISSION**

1 SUMMARY

- 1.1 Councillor Farmer has submitted a request to attend an ESEC fact-finding mission in Brussels in March 2018.
- 1.2 Costs of accommodation will be covered by ESEC and travel costs will be met by the Council.
- 1.3 It is the remit of the Provost's Panel to authorise the attendance of Members at conferences, seminars and other business outwith the UK and the Panel is asked to consider this request.

2 OFFICER RECOMMENDATION(S)

The Panel agrees:-

- 2.1 to authorise the attendance of Councillor Farmer at the East of Scotland European Consortium familiarisation visit to Brussels from 18-22 March 2018.

3 CONSIDERATIONS

- 3.1 The East of Scotland European Consortium (ESEC) is holding a familiarisation visit from 19-21 March 2018 to Brussels. The Councillor will need to travel on 18 and 22 March to be present on the required dates.
- 3.2 This visit will be used as a fact-finding mission to learn more about third country local authority relationships with the EU.
- 3.3 It is proposed that meetings may take place with the European Parliament Brexit steering group, Scotland's MEPs, EFTA members and Scotland Europa.

- 3.4 The aims of the fact finding mission are to minimise any detrimental effects of Brexit, and to develop and maximise opportunities when leaving the EU: for example by remaining part of existing EU institutions. This would provide access to shared knowledge, expertise and funding for potential partnership working.
- 3.5 A key example would be to remain a member of the Erasmus programme, which provides foreign exchange options for students and involves many of the best universities and seats of learning in Europe. With over 4,000 students involved in the programme at any one time, it offers an excellent chance of experience abroad.

4 POLICY/RESOURCE IMPLICATIONS AND CONSULTATIONS

Policy Implications	
Equality Impact Assessment	No
Strategic Environmental Assessment	No
Serving Stirling	No
Single Outcome Agreement	No
Diversity (age, disability, gender, race, religion, sexual orientation)	No
Sustainability (community, economic, environmental)	No
Effect on Council's green house gas emissions	No Effect
Strategic/Service Plan	No
Existing Policy or Strategy	No
Risk	No
Resource Implications	
Financial	Yes
People	No
Land and Property or IT Systems	No
Consultations	
Internal or External Consultations	Yes

Equality Impact Assessment

- 4.1 Not applicable.

Strategic Environmental Assessment

- 4.2 Not applicable.

Serving Stirling

- 4.3 Not applicable.

Single Outcome Agreement

- 4.4 Not applicable.

Other Policy Implications

4.5 None.

Risk

4.6 None.

Resource Implications

4.7 The East of Scotland European Consortium will meet the costs of accommodation. The only costs to the Council are travel costs which are currently estimated at approximately £130.

Consultations

4.8 The Chief Executive has been consulted and approves this visit.

5 BACKGROUND PAPERS

5.1 None.


6 APPENDICES

6.1 None.

Author(s)

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Jean Houston	Governance Officer	01786 233100/ houstonj2@stirling.gov.uk

Approved by

Name	Designation	Signature
Iain Strachan	Chief Office - Governance	

Date 7 November 2017

Service
Reference

