

PERTH COMMON GOOD FUND COMMITTEE**20 December 2017****APPLICATIONS FOR FINANCIAL ASSISTANCE****Report by Interim Executive Director (Environment)****PURPOSE OF REPORT**

The report asks Perth Common Good Fund Committee to consider 11 applications for financial assistance.

1. BACKGROUND

- 1.1 Perth and Kinross Council owns land and property which forms part of the common good of the former burghs in Perth & Kinross and has a statutory duty in terms of section 15 of the Local Government etc. (Scotland) Act 1994 to administer this land and property “having regard to the interests of the inhabitants” of those former burghs. This duty also applies to the administration of the associated Common Good Funds.
- 1.2 The Common Good Funds have traditionally demonstrated their support to local residents and organisations by distributing grant. These grant awards allow individuals and local organisations to carry out a wide range of community based activities. For each application, the level of previous grant awarded is listed, but variances between years could be due to the numbers of participants. Retrospective applications are not accepted. However, if an application is received before the activities take place and cannot be considered at the following meeting because the papers have already been issued, the application will be considered at the following next meeting even if the activities have taken place between meetings. Therefore, the Committee decision will only be known after the activities have taken place, and if the grant is not awarded, the applicant will have to fund the activities from its own funds.
- 1.3 The 2017/18 Financial Assistance budget for Perth Common Good Fund was approved by this Committee at the meeting on 22 February 2017 (Report 17/78 refers). The approved budget, the value of funding approved to date, together with the remaining budget is summarised in the following table:-

| | |
|---|---------------|
| Approved 2017/18 Financial Assistance Budget | |
| Small Grants | £60,000 |
| Capital Grants | £40,000 |
| Value of grants committed | |
| Small Grants | (£40,709) |
| Capital Grants | (£37,901) |
| Value of applications to be considered at Committee meeting on 20 December 2017 | |
| Small Grants | (£16,750) |
| Capital Grants | (£NIL) |
| Remaining Financial Assistance Budget (assuming approval of all applications to be considered on 20 December 2017) | |
| Small Grants | £2,541 |
| Capital Grants | £2,099 |

2. PROPOSALS

People With A Mission Ministries

- 2.1 An application has been received from People With A Mission Ministries seeking a grant towards the cost of their Perth Senior Citizens 2017 Christmas Appeal. The Mission works with partners in the private, local government and voluntary sectors to provide Senior Citizens in Perth with a Christmas gift bag delivered to their homes. The aim is to provide 1,000 Christmas gift bags to senior citizens in Perth. The total cost is estimated at £13,500 and the applicant is seeking a grant of £2,000. The applicant has previously benefited from the Fund over the past 3 years in 2014/15 (£1,500), in 2015/16 (£1,500) and in 2016/17 (£1,500). It is recommended that a grant of up to £2,000 is awarded in line with the guidance (see Appendix 1 – Criteria 7.8).

Recommendation

- 2.2 People With A Mission Ministries be awarded a grant of up to £2,000 towards the costs of their Perth Senior Citizens 2017 Christmas Appeal.

Perth & District Badminton Association

- 2.3 An application has been received from Perth & Kinross Badminton Association seeking a grant towards the cost of staging the Scottish Badminton Championships on 2 - 4 February 2018. This is the seventeenth year that these national championships have been held in Perth and will take place in the Bell's Sports Centre. The event puts a focus on Perth and will receive local and national publicity via the printed media, TV, radio and Scottish Badminton's website. The total cost is £14,550 and the applicant is seeking a grant between £6,000 and £7,500. The applicant has secured £2,000 from PKC Events budget. It will also bring participants and spectators to Perth from throughout Scotland. Last year, the event deficit after grants was £6,322 which was borne by Badminton Scotland. The applicant

previously benefited from the fund in 2014/15 (£2,500), in 2015/16 (£3,000) and in 2016/17 (£3,000). It is recommended that a grant of up to £3,000 is awarded in line with the guidance (see Appendix 1 – Criteria 7.2).

Recommendation

- 2.4 Perth & District Badminton Association be awarded a grant of up to £3,000 towards the cost of staging the 2018 Scottish Badminton Championships.

Young Person

- 2.5 An application has been received from a young person residing in Perth seeking a grant towards the costs of a two month volunteering opportunity as part of a group in Myanmar (July-August 2019) with World Challenge. The young person will work with local communities to improve buildings and help teach in schools. The total costs amount to £4,000 (contribution to the World Challenge). The applicant is applying for a contribution. The applicant has not previously benefited from the Fund. It is recommended that Perth Common Good Fund Committee award a grant of up to £250 in line with the guidance (see Appendix 1 – Criteria 7.4). The grant will contribute to social inclusion and lifelong learning.

Recommendation

- 2.6 Young person be awarded a grant of up to £250 towards the costs of participating in the volunteering programme in Myanmar.

Our Lady's Primary School Parent Council

- 2.7 An application has been received from Our Lady's Primary School Parent Council seeking a grant towards the costs of a pantomime outing in December 2017. The costs are £2,620 for tickets and transport for 230 pupils. The applicant has applied for £700. The applicant has previously benefited from the Fund in 2014/15 (£861), 2015/16 (£548) and in 2016/17 (£700). The application was received before the activity took place. If the grant is not awarded, the applicant will have to fund the activities from its own funds. It is recommended that a grant of up to £700 is awarded in line with the guidance (see Appendix 1 – Criteria 7.6). The grant will contribute to social inclusion and lifelong learning.

Recommendation

- 2.8 Our Lady's Primary School Parent Council be awarded a grant of up to £700 towards the costs of the pantomime outing.

Perth Academy

- 2.9 An application has been received from Perth Academy seeking a grant towards the costs of a trip to WW1 battlefields in France and Belgium in June 2018. The programme will aim to connect pupils with the past linking directly

to the History BGE course. It will also offer opportunities to pupils to experience foreign countries as well as gain independence and language skills. 7 pupils who are residing in Perth are facing financial hardship. The costs for 1 pupil are £548. The applicant has applied for £100 for each, £700 in total. The applicant has benefited from the fund in 2014/15 (£5,710), in 2015/16 (£1,725), in 2016/17 (£300) and in 2017/18 (£1,350). It is recommended that a grant of up to £700 for pupils facing financial hardship is awarded in line with the guidance (see Appendix 1 – Criteria 7.6). The grant will contribute to social inclusion.

Recommendation

- 2.10 Perth Academy be awarded a grant of up to £100 each for 7 pupils facing financial hardship towards the costs of a trip to WW1 battlefields in June 2018.

Young Person

- 2.11 An application has been received from a young person residing in Perth seeking a grant towards the costs of pursuing dance training at a National level and at a local dance school in Perth. The total costs amount to £4,180 (Ballet West Senior Associate £500 per year, Ballet West tutor £500 per term, local dance school £420 per term, of which there are four terms for each). The applicant is applying for £2,000. The applicant has previously benefited from the Fund in 2016/17 (£150). It is recommended that Perth Common Good Fund Committee award a grant of £ up to 150 in line with the guidance (see Appendix 1 – Criteria 7.5). The grant will contribute to social inclusion and lifelong learning.

Recommendation

- 2.12 Young person be awarded a grant of up to £150 towards the costs of pursuing dance training at National level and at a local dance school.

Friendly Group

- 2.13 An application has been received from the Friendly Group (Servite House Canal Street) seeking a grant towards the costs of a Christmas lunch on 12 December 2017 and outings for 28 people. The costs are £350 for Christmas lunch and £500 for bus for outings. The applicant has applied for £400. The applicant has previously benefited from the Fund in 2014/15 (£231) and in 2015/16 (£200). The application was received before the activity took place. If the grant is not awarded, the applicant will have to fund the activities from its own funds. It is recommended that a grant of up to £196 (Christmas lunch) and up to £200 (outings) are awarded in line with the guidance (see Appendix 1 – Criteria 7.6). The grant will contribute to social inclusion and lifelong learning.

Recommendation

- 2.14 The Friendly Group be awarded a grant of up to £196 for Christmas lunch and up to £200 for outings.

Headway Perth and Kinross

- 2.15 An application has been received from the Headway Perth and Kinross seeking a grant towards the costs of a Christmas lunch and outing to Perth Theatre on 9 December 2017 for 50 people. The costs are £900 for Christmas lunch and £488 for outing. The applicant has applied for £350. The applicant has previously benefited from the Fund in The applicant has previously benefited from the Fund in 2014/15 (£586 – 2 outings), 2015/16 (£691 – 2 outings) and in 2016/17 (£343). The application was received before the activity took place. If the grant is not awarded, the applicant will have to fund the activities from its own funds. It is recommended that a grant of up to £350 is awarded in line with the guidance (see Appendix 1 – Criteria 7.6). The grant will contribute to social inclusion and lifelong learning.

Recommendation

- 2.16 Headway Perth and Kinross be awarded a grant of up to £350 for Christmas lunch and outing.

Perth and Kinross Association of Voluntary Services

- 2.17 An application has been received from Perth and Kinross Association of Voluntary Services which is working with the Perthshire Chinese Community Association seeking a grant towards the cost of the Chinese New Year Celebrations on 10 and 11 February 2018 in Perth. The event will include a fire cracker display near the viewpoint at Tay Street, lion dancers leading a procession along High Street, down King Edward Street along St Johns Place, then St John's Street ending at the Norrie Miller walk. The event will attract around 930 people. The costs for the event are £15,380. The applicant has asked for £9,000. The applicant has applied to PKC Housing and Community Equality Fund for £1,000 and PKC Events Budget for £5,380. The applicant has benefited from the fund for that event in 2016/17 (£1,500). It is recommended that a grant of up to 6,380 in line with the guidance (see Appendix 1 – Criteria 7.2). The grant will contribute to tourism and promote cultural activities.

Recommendation

- 2.18 Perth and Kinross Association of Voluntary Services be awarded a grant of up to £6,380 towards the cost of the Chinese New Year Celebrations on 10 and 11 February 2018.

Bowerswell Social Tenants Group

- 2.19 An application has been received from the Bowerswell Social Tenants Group seeking a grant towards the costs of their Christmas Party for 30 people on 15 December 2017. The total costs are £540. The applicant has asked for £270. The applicant has benefited from the fund in 2016/17 (£336), in 2015/16 (£820) and in 2014/15 (£750). It is recommended that a grant of up to £210 (£7 per person) in line with the guidance (see Appendix 1 – Criteria 7.6).

The applicant will have to fund the rest from its own funds. The grant will contribute to social inclusion.

Recommendation

- 2.20 The Bowerswell Social Tenants Group Friendly Group be awarded a grant of up to £210 for Christmas Party.

St John's Kirk of Perth

- 2.21 An application has been received from St John's Kirk seeking a grant towards the costs of a series of 16 carillon recitals between January and December 2018: Robert Burns Birthday (26 January 2018), Valentine's Day (16 February 2018), Good Friday (30 March 2018), Scottish Hymns and Folk tunes (20 April 2017), Perth Festival of the Arts (25 May 2018), Mary Queen of Scots (22 June 2018), Perth Highland Games (10 August 2018), English Folk songs (17 August 18), Baroque Music of Europe (20 September 2017), Music of Ireland and Wales (19 October 2018), Guy Fawkes (2 November 2018), Remembrance Sunday (11 November 2018), Christmas Lights Switch On Weekend (16 November 2018), St Andrew's Day Scottish Festival (30 November 2018), Advent (14 December 2018), Lessons and Carols Service (16 December 2018) and 2 moveable recitals for music for visitors. These recitals will extend the music of the Carillon beyond the short automatic playing that now happens daily at noon, 1.00pm and 3.00pm. 40-50 minutes recitals of appropriate music for each Civic Engagement will be played. The total costs are £2,610 (16 recitals at a cost of £140 per event for payment of the Carillonneur), and printing of 2x A3 posters for publicity £10 each) and £350 for leaflets. The applicant has asked for up to £2,610. In addition to the above costs, the applicant will provide £1,200 in kind covering administration, kirk opening, lighting. The applicant has benefited from the fund over the past 3 years (£2,760 in 2017/18, £1,000 in 2016/17 and £700 in 2015/16). It is recommended that a grant of up to £2,610 towards the costs of a series of 16 carillon recitals in 2017 is awarded in line with the guidance (see Appendix 1 – Criteria 7.8). The grant will contribute to promote tourism and Perth City.

Recommendation

- 2.22 St John's Kirk of Perth be awarded a grant of up to £2,610 towards the costs of 16 carillon recitals between January and December 2018.

3. RECOMMENDATION

- 3.1 The Committee is requested to consider and approve the recommendations in the report.

Author

| Name | Designation | Contact Details |
|--------------|--------------------|--|
| Serge Merone | Investment Manager | 01738 475000 TESCommitteeReports@pkc.gov.uk |

Approved

| Name | Designation | Date |
|----------------|--|------------------|
| Barbara Renton | Interim Executive Director (Environment) | 24 November 2017 |

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| Strategic Implications | Yes / None |
|---|-------------------|
| Community Plan / Single Outcome Agreement | Yes |
| Corporate Plan | Yes |
| Resource Implications | |
| Financial | Yes |
| Workforce | No |
| Asset Management (land, property, IST) | No |
| Assessments | |
| Equality Impact Assessment | Yes |
| Strategic Environmental Assessment | Yes |
| Sustainability (community, economic, environmental) | Yes |
| Legal and Governance | None |
| Risk | None |
| Consultation | |
| Internal | Yes |
| External | None |
| Communication | |
| Communications Plan | None |

1. Strategic Implications

Community Plan / Single Outcome Agreement

- 1.1 The proposals will contribute to the Community Plan's aim of safe, healthy and inclusive communities and the outcome of communities will have improved quality of life. The recommendations contained within this report are in accordance with the priorities of Perth Common Good Fund's criteria for financial assistance.

Corporate Plan

- 1.2 The proposals will contribute to the Corporate Plan's objectives of developing educated, responsible and informed citizens and the outcome of people are ready for life and work. The recommendations contained within this report are in accordance with the priorities of Perth Common Good Fund's criteria.

2. Resource Implications

Financial

- 2.1 The Head of Finance has been consulted and has indicated agreement with the proposals. The recommendations contained within this report will be funded from the 2017/18 Financial Assistance budget.

3. Assessments

Equality Impact Assessment

- 3.1 Under the equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. An equality impact assessment needs to be carried out for functions, policies, procedures or strategies in relation to race, gender and disability and other relevant protected characteristics. This supports the Council's legal requirement to comply with the duty to assess and consult on relevant new and existing policies.
- 3.2 The function, policy, procedure or strategy presented in this report was considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome: No further action is required as the items summarised in the committee report do not require further assessment as they do not have an impact on people's wellbeing or equality protected characteristics.

Strategic Environmental Assessment

- 3.3 Strategic Environmental Assessment (SEA) is a legal requirement under the Environmental Assessment (Scotland) Act 2005 that applies to all qualifying plans, programmes and strategies, including policies (PPS). The matters presented in this report were considered under the Environmental Assessment (Scotland) Act 2005 and no further action is required as it does not qualify as a PPS as defined by the Act and is therefore exempt.

Sustainability

- 3.4 Under the provisions of the Local Government in Scotland Act 2003 the Council has to discharge its duties in a way which contributes to the achievement of sustainable development. In terms of the Climate Change Act, the Council has a general duty to demonstrate its commitment to sustainability and the community, environmental and economic impacts of its actions. The proposals in this report will encourage social equity and opportunities for cultural, leisure, community, sport and other activities.

4. Consultation

Internal

- 4.1 The Head of Democratic Services, the Head of Finance and the Head of Legal and Governance have been consulted.

2. BACKGROUND PAPERS

- 2.1 11 applications for financial assistance.

3. APPENDICES

- 3.1 Appendix 1 – Perth Common Good Fund Criteria.

**PERTH COMMON GOOD FUND
FINANCIAL ASSISTANCE CRITERIA
WITH EFFECT FROM 1 APRIL 2017**

1. Within the boundary of the Perth common good area and if funding is available, applications will be considered from individuals either in full time education or of senior citizen status and from groups whose members qualify on the same basis or which are operating within the same boundary.
2. The Perth common good area is restricted to Elected Member Ward 10 Perth City South, Ward 11 Perth City North, and Ward 12 Perth City Centre. Applications for Financial Assistance from individuals residing or groups operating outwith the boundary of the Perth common good area must clearly demonstrate that the project or activity to be undertaken will provide benefit to the inhabitants of the City of Perth.
3. The Financial Year for the Perth Common Good Fund covers the period 1 April to 31 March. The Perth Common Good Fund Committee meets five times per year to consider applications for Financial Assistance and other business matters; Committee meeting and application deadline dates are available at Perth & Kinross Council Grants Direct [Community advice - grants - Perth & Kinross Council](#)
4. Applications for Financial Assistance must be submitted to Perth Common Good Fund Committee in advance of the project or activity taking place. Retrospective applications where expenditure is incurred during the time between the application submission deadline date and the date of the Committee meeting will be considered however the applicant must be aware that funding may not be approved by Committee.
5. A separate Capital Grants fund will be maintained to support applications for Financial Assistance towards the funding of building improvement works, and the acquisition of equipment. Applications for funding assistance must be submitted to the first Perth Common Good Fund Committee meeting of the new Financial Year, which normally takes place during April or May. The Capital Grants fund will normally close until commencement of the next Financial Year, however Committee may consider late applications if Capital Grant funding remains available.
6. The following conditions shall apply to all applications for Financial Assistance:-
 - 6.1 The application for Financial Assistance must demonstrate that the funding will provide benefit to the inhabitants of the City of Perth. The Perth Common Good Fund Committee must be satisfied that all disbursements from the fund meet this requirement and the Committee decision in this regard is full and final.

6.2 The Perth Common Good Fund should not be viewed as a resource to supplement the funding of Council services; applications for Financial Assistance from Council services are therefore not encouraged. Any application submitted by a Council service will be considered by the Perth Common Good Fund Committee on its own merits.

6.3 All awards must be claimed on completion of the project or within 3 months of the activity taking place. Funding for awards not claimed will be returned to the Fund.

7. Small Grants:-

7.1 Applications for Financial Assistance will be considered by the Perth Common Good Fund Committee in line with the criteria below:-

7.2 Organisation of events/games/festivals including prize awards up to a maximum of 40% of the total costs

7.3 Hire of hall and provision of prizes for school prizegiving ceremonies – up to a maximum of 40% of total costs

7.4 Voluntary work overseas:-

- 6 months or more: up to £400 per individual
- 1 – 5 months: up to £250 per individual

7.5 Attendance at summer schools/events:-

- Less than 1 month but more than 2 weeks: up to £150 per individual
- One to two weeks: up to £100 per individual

7.6 Excursions/Parties (up to 2 applications per year per group):-

- Contribution of up to 50% towards the actual costs. Each organisation is permitted a maximum of 2 applications during the course of a financial year. Overall grant to be capped at £7 per individual with an overall maximum grant of up to £700.

7.7 Visits by and from School/Youth/Sport/Music groups:-

- Contributions of up to £600 for groups less than 20 individuals and up to £1,000 for groups over 20 individuals for youth groups, senior citizen or vulnerable groups for activities exceeding 1 day.

7.8 Any other purpose where it can be demonstrated that there is a benefit to the inhabitants of the Perth common good area.

8. Capital Grants:-

8.1 The funding of applications for Capital Grant funding will be restricted to the available annual budget.

- 8.2 It is expected that the total funding available will be fully committed at the first meeting of the Perth Common Good Fund Committee at the start of the new financial year. In the event that funding is not fully committed, the Common Good Fund Committee may choose to either roll forward the unallocated funding to the next financial year, or consider further applications during the year.
- 8.3 Acquisition of equipment - consideration on merits up to a maximum of 25% of total cost and up to £2,500, subject to the budget available.
- 8.4 Provision and improvement of buildings - consideration on merits up to a maximum of 25% of total cost and up to £50,000, subject to the budget available. Note that the facilities must be available to the general public.
- 9. Expenditure which is not eligible for funding awards:-
 - 9.1 Assistance with further or higher education fees
 - 9.2 Charity fundraising, e.g. sponsored walk/cycle/bungee etc
 - 9.3 Town twinning activities other than those qualifying through the age/occupation criteria
 - 9.4 Organisations with religious or political associations where there are restrictions on usage or availability
 - 9.5 Core funding of the voluntary sector
 - 9.6 Assistance with day to day running costs, e.g. the rental of premises, employee costs, etc