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Council Building  
The Atrium  
137 Glover Street  
Perth  
PH2 0LQ

Wednesday, 28 September 2016

A Meeting of the **Perth Common Good Fund Committee** will be held in the **Gannochy Suite, Dewars Centre, Glover Street, Perth, PH2 0TH** on **Wednesday, 05 October 2016** at **11:00**.

If you have any queries please contact Committee Services on (01738) 475000 or email [Committee@pkc.gov.uk](mailto:Committee@pkc.gov.uk).

**BERNADETTE MALONE**  
Chief Executive

***Those attending the meeting are requested to ensure that all mobile phones and other communication devices are in silent mode.***

**Members:**

Councillor Alistair Munro (Convener)  
Councillor Bob Band  
Councillor Peter Barrett  
Councillor Dave Doogan  
Councillor John Flynn  
Councillor Callum Gillies  
Councillor Alan Grant  
Councillor Elspeth Maclachlan  
Councillor Archie MacLellan  
Councillor Ian Miller  
Councillor Andrew Parrott  
Councillor Alexander Stewart  
Councillor Heather Stewart  
Councillor Willie Wilson



**Perth Common Good Fund Committee**

**Wednesday, 05 October 2016**

**AGENDA**

***MEMBERS ARE REMINDED OF THEIR OBLIGATION TO DECLARE ANY FINANCIAL OR NON-FINANCIAL INTEREST WHICH THEY MAY HAVE IN ANY ITEM ON THIS AGENDA IN ACCORDANCE WITH THE COUNCILLORS' CODE OF CONDUCT.***

- 1 WELCOME AND APOLOGIES/SUBSTITUTES**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF 22 JUNE 2016 FOR APPROVAL AND SIGNATURE 5 - 10**
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE 11 - 26**  
Report by Director (Environment) (copy herewith 16/430)
- 6 UPDATE ON CARILLON, ST JOHN'S KIRK 27 - 36**  
Report by Director (Environment) (copy herewith 16/431)
- 7 PERTH CHRISTMAS LIGHTS FESTIVAL AND CITY CENTRE CHRISTMAS DRESSING 37 - 46**  
Report by Director (Environment) (copy herewith 16/432)
- 8 2016/17 FINANCIAL STATEMENT 47 - 54**  
Joint Report by Head of Finance and Director (Environment) (copy herewith 16/433)

***IT IS RECOMMENDED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973***

- P1 GROUND AND STORE, FRIARTON ROAD, PERTH -  
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## **PERTH COMMON GOOD FUND COMMITTEE**

Minute of meeting of the Perth Common Good Fund Committee held in the Gannochy Suite, First Floor, Dewar's Centre, Glover Street, Perth on Wednesday 22 June 2016 at 10.30am.

Present: Councillors B Band, P Barrett, D Doogan, J Flynn, C Gillies, A Grant, E Maclachlan, A MacLellan, A Parrott, A Stewart, H Stewart and W Wilson.

In Attendance: Councillor K Howie; D Littlejohn, Head of Planning and Economic Development, D Davidson, S Merone and A Strang (all The Environment Service); D Coyne, C Flynn, H Rheinallt, N West and D Williams (all Corporate and Democratic Services).

Apologies: Councillors I Miller and A Munro.

Councillor C Gillies, Acting Convener, Presiding.

### **475. WELCOME AND APOLOGIES**

Councillor C Gillies welcomed all present to the meeting and apologies were noted as above.

### **476. DECLARATIONS OF INTEREST**

- (i) Councillor P Barrett declared a non-financial interest in Art. 479(8).  
Councillor A Parrott declared a non-financial interest in Art. 479(12).

### **477. MINUTE OF PREVIOUS MEETING**

The minute of meeting of the Perth Common Good Fund Committee of 18 May 2016 (Arts. 339-344) was submitted, approved as a correct record and authorised for signature.

### **478. MATTERS ARISING**

There were no matters arising.

### **479. APPLICATIONS FOR FINANCIAL ASSISTANCE**

There was submitted a report by the Director (Environment) (16/287), asking the Committee to consider fifteen applications for financial assistance.

#### **Resolved:**

#### **(1) Perth Grammar School**

Perth Grammar School be awarded a grant of £300 for each pupil (£600 in total) towards the cost of the Iowa Exchange Programme in October 2016.

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- (2) **Japan Karate Shotorenmei (JSK) Perth Club**  
Japan Karate Shotorenmei (JSK) Perth Club be awarded a grant of £1,645 towards the cost of purchase of equipment (mats, karate suits and belts).
- (3) **MacMillan Cancer Support – Perth Committee**  
MacMillan Cancer Support – Perth Committee be awarded a grant of £114 towards the cost of an event on 5-7 May 2016.
- (4) **Young Person – Northern Ballet School**  
Young person be awarded a grant of £150 towards the cost of attending Northern Ballet School.
- (5) **Fair City Baton Twirlers**  
Fair City Baton Twirlers be awarded a grant of £500 towards the cost of attending Dardas Diamond Summer School for 5 participants (7-11 years old) in Glenrothes in July 2016.
- (6) **Revive Youth Project**  
Revive Youth Project be awarded a grant of £600 towards the cost of the trip to Alton Towers for young people in June 2016.
- (7) **Young Person – Under 16 Golf Scotland Team**  
Young Person be awarded a grant of £150 towards the cost of attending under 16 Golf Scotland Team.

COUNCILLOR BARRETT LEFT THE MEETING AT THIS POINT

(8) **St Matthew's Church**

Motion (Councillors W Wilson and A Parrott) – St Matthew's Church be awarded a grant of £6,500 towards the costs of constructing a disabled access ramp to the front of the building as part of an external work programme.

**Amendment (Councillors B Band and J Flynn) – St Matthew's Church be refused a grant towards the costs of constructing a disabled access ramp to the front of the building as part of an external work programme.**

In accordance with Standing Order 44, a roll call vote was taken.

7 members voted for the Amendment as follows:

Councillors B Band, D Doogan, J Flynn, C Gillies, E Maclachlan, A MacLellan and A Grant.

4 members voted for the Motion as follows:

Councillors A Parrott, A Stewart, H Stewart and W Wilson.

**Resolved:**

In accordance with the Amendment.

COUNCILLOR BARRETT RETURNED TO THE MEETING AT THIS POINT

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**(9) Perth and Kinross Association of Voluntary Services**

Perth and Kinross Association of Voluntary Services be awarded a grant of £170 towards the cost of the Big Spring Event in May 2016.

**(10) Scottish Fire and Rescue – Safe Drive Stay Alive**

Scottish Fire and Rescue be awarded a grant of £1,680 towards the hire costs for the 'Safe Drive, Stay Alive' event in November 2016.

**(11) St John's Kirk – Carillon Recitals**

- (i) St John's Kirk be awarded a grant of £1,000 towards the costs of 7 carillon recitals in 2016.
- (ii) The Director (Environment) be requested to submit a report to the Committee in October 2016 on additional recitals and training for playing the carillon.

**(12) Royal Scottish Geographical Society**

Royal Scottish Geographical Society be awarded a grant of £2,322 towards the costs of draught-proofing and double glazing the Fair Maid's House.

**(13) Perthshire Chamber of Commerce**

Motion (Councillors A Stewart and H Stewart) – Perthshire Chamber of Commerce be awarded a grant of £4,000 towards the costs of the 'Perthshire On A Plate' event in August 2016.

First Amendment (Councillors P Barrett and A MacLellan) - Perthshire Chamber of Commerce be awarded a grant of £6,150 towards the costs of 'Perthshire On A Plate' event in August 2016.

**Second Amendment (Councillors B Band and C Gillies) – Perthshire Chamber of Commerce be awarded a grant of £6,150 or less, with the grant reduced in proportion with the amount of extra income received.**

In accordance with Standing Order 44, a roll call vote was taken.

4 members voted for the First Amendment as follows:  
Councillor P Barrett, D Doogan, A MacLellan and W Wilson.

7 members voted for the Second Amendment as follows:  
Councillors B Band, J Flynn, C Gillies, E MacLachlan, A Parrott, A Stewart and H Stewart.

1 member abstained as follows:  
Councillor A Grant.

The Second Amendment became the substantive Amendment, and was set against the Motion.

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7 members voted for the Amendment as follows:

Councillors B Band, P Barrett, C Gillies, E Maclachlan, A MacLellan, A Parrott and W Wilson.

5 members voted for the Motion as follows:

Councillors D Doogan, J Flynn, A Stewart, H Stewart and A Grant.

**Resolved:**

In accordance with the Amendment.

**(14) Perth Grammar School**

Perth Grammar School be awarded a grant of £1,040 towards the costs of hiring the Concert Hall for the School Award Ceremony 2016 and a grant of £1,323 towards the costs of prizes and trophies for the event.

**(15) Methven Community Council**

Methven Community Council be awarded a grant of £750 towards the costs of Medal Awards and Certificates to be distributed to Perth City residents reaching 90 years old or over to celebrate the Queen's 90<sup>th</sup> Birthday on 10 June 2016.

**480. 2016/17 FINANCIAL STATEMENT**

There was submitted a joint report by the Head of Finance and Director (Environment) (16/288), (1) providing the Committee with an update on 2015/16 income and expenditure; (2) detailing the income and expenditure to 31 May 2016; and (3) detailing the projected outturn to 31 March 2017 for the Perth Common Good Fund.

**Resolved:**

- (1) The unaudited Perth Common Good Fund income and expenditure outturn for the year ended 31 March 2016, the income and expenditure to 31 May 2016 and the projected outturn to 31 March 2017, be noted.
- (2) The proposals for the rollover of the fixed term deposits maturing at the end of August 2016, as detailed in Section 2 of Report 16/288, be noted.

**IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973**

**481. TAY RAILWAY VIADUCT STEPS – REPLACEMENT**

There was submitted a report by the Director (Environment) (16/289), (1) summarising the current dilapidated condition of the steps access from the Tay Railway Viaduct pedestrian walkway to Moncreiffe Island; (2) advising the Committee of options to replace the steps; and (3) recommending that the Committee instruct officers to prepare and issue tenders for a Design and Build Contract for "Option A" and to continue to investigate alternative funding for review by the Committee at a future meeting prior to award of the contract.



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**Resolved:**

- (1) It be approved that Option A, as detailed in Appendix 1 to Report 16/289, be developed to tender issue stage as a “design and build” contract at an approximate cost of £4,000 to the Perth Common Good Fund.
- (2) The Director (Environment) be instructed to report back to the Perth Common Good Fund Committee in December 2016 with a tender price for the above contract, together with confirmation of other funding availability, before proceeding further to award of the works.
- (3) It be agreed that a further £46,000 be provided within the 2016/17 financial year to progress the design and Network Rail agreements.

**482. HARBOUR END STORE SITE, FRIARTON ROAD, PERTH – PROPOSED WORKS TO CREATE OPEN STORAGE**

There was submitted a report by the Director (Environment) (16/290), seeking Committee approval either (i) to use Harbour End Store for open laydown storage space for Harbour related use under the direct management of the Harbour Master meaning that the site is designated as a Council operational property with risks and rewards of ownership accrued to the General Fund, or (ii) that alternative options for the site are explored with risks and rewards of ownership accrued to the Common Good Fund and reported to a future meeting of this Committee.

**Resolved:**

- (i) It be agreed that the Harbour End Store be used solely for harbour related activities under the direct management of the Harbour Master and designated as a Council operational site.
- (ii) The General Fund bear the risks and rewards of ownership of the Harbour End Store, and therefore the costs of feasibility studies and remediation works, and any income generated from the use of the site will accrue to the General Fund.
- (iii) It be noted that the designation of the site as a Council operational property will support the successful delivery of the Perth Harbour Business Plan approved by the Council on 18 May 2016 (Art. 16/379 refers).

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# PERTH COMMON GOOD FUND COMMITTEE

5 October 2016

## APPLICATIONS FOR FINANCIAL ASSISTANCE

### Report by Director (Environment)

#### PURPOSE OF REPORT

The report asks Perth Common Good Fund Committee to consider 21 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. It 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 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 2016/17 Financial Assistance budget for Perth Common Good Fund was approved by this Committee at the meeting on 18 May 2016 (Report 16/205 refers). The funding approved to date, together with the value of financial assistance applications to be considered at this meeting, and the remaining budget is summarised below:-

|                                                                |          |
|----------------------------------------------------------------|----------|
| 2016/17 Approved Financial Assistance Budget                   | £100,000 |
| Value of funding approved at Committee meeting on 18 May 2016  | £23,664  |
| Value of funding approved at Committee meeting on 22 June 2016 | £18,194  |

|                                                                                                                                                          |                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| Value of applications to be considered at Committee meeting on 5 October 2016 (excluding funding requests for St. Ninian's Cathedral and St. Johns Kirk) | £35,914        |
| <b>Remaining Budget</b>                                                                                                                                  | <b>£22,228</b> |

## 2. PROPOSALS

### **Perth & District Badminton Association**

- 2.1 An application has been received from Perth & Kinross Badminton Association seeking a grant towards the cost of staging the Scottish Badminton Championships in February 2017. This is the sixteenth 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 £16,370 and the applicant is seeking a grant of £7,500. The applicant has applied to PKC Events budget for £4,000. It will also bring participants and spectators to Perth from throughout Scotland. The applicant previously benefited from the fund in 2013/14 (£2,050), 2014/15 (£2,500) and in 2015/16 (£3,000). It is recommended that a grant of £3,000 is awarded in line with the guidance (see Appendix 1 – Criteria 2).

#### **Recommendation**

- 2.2 Perth & District Badminton Association be awarded a grant of £ 3,000 towards the cost of staging the 2017 Scottish Badminton Championships.

### **Perth YMCA (Perth Alive 2016)**

- 2.3 An application has been received from Perth YMCA seeking a grant towards the cost of staging Perth Alive 2016 which took place on 27 August on North Inch. The event was aimed at bringing church and community groups together to showcase the resources available and to demonstrate the good work that goes on in individual communities. The event featured bands, DJs, sporting events, bake competition, a free barbeque and other activities. The event provided information on topics such as debt advice and money management as well as youth opportunities including training and education. The total cost was £6,650 and the applicant is seeking a grant of £2,000. The applicant has secured £3,000 from the Gannochy Trust, £500 from Soutar Foundation and £500 from Gloag Foundation. The applicant will contribute £650. The applicant has benefited from the fund in 2015/16 (£2,500). It is recommended that the Committee consider a grant of £2,000 in line with the guidance (see Appendix 1 – Criteria 2). The application was received before the date of the event. If the grant is not awarded or not in full, the applicant will have to fund the activities from its own funds. The grant will contribute to social inclusion.

#### **Recommendation**

- 2.4 The Committee is asked to consider awarding a grant of £2,000 to Perth YMCA towards the cost of staging Perth Alive 2016.

## **Headway Perth and Kinross**

- 2.5 An application has been received from Headway Perth and Kinross seeking a grant towards the cost of their summer outing to the Fife Coast on 20 August 2016. The total costs for the 49 members amounts to £1,040. The applicant is applying for £301. The applicant has previously benefited from the Fund in 2013/14 (£770 – 2 outings), 2014/15 (£586 – 2 outings) and 2015/16 (£691 – 2 outings). It is recommended that Perth Common Good Fund Committee award a grant of £343 in line with the guidance (see Appendix 1 – Criteria 10 - grant is capped at £7 per individual for 49 people per trip). The application was received before the date of the event. If the grant is not awarded or not in full, the applicant will have to fund the activities from its own funds. The grant will contribute to social inclusion.

## **Recommendation**

- 2.6 Headway Perth and Kinross be awarded a grant of £343.

## **Perth and Strathearn 200 Round Table**

- 2.7 An application has been received from Perth and Strathearn 200 Round Table seeking a grant towards the cost of Perth Fireworks and Bonfire Display on 5 November 2016. The total cost is £30,900 including Pyrotechnic Fireworks Display - £18,000; Stadium Quality PA System - £4,200; Fencing and Safety Barriers -£3,000; Stage Hire - £1,400; Live Radio Broadcast with DJ/Compere - £1,150 and £3,150 on Generator and Cabling; Trailer Hire; 4x4 Hire; Advertising; First Aid facilities and trained personnel; Forklift vehicle and operator and sundries. The applicant is applying for £30,900. In kind support from local businesses, groups and individuals is estimated at £9,000. The event, which has been running for several years, provides a safe centralised event for the people of Perth and visitors. It is anticipated that the event will attract in the region of 8,000 spectators with around 3,000 from outwith Perth & Kinross. The applicant has previously benefited from the Fund in 2015/16 (£15,300), 2014/15 (£15,000) and in 2013/14 (£15,000). It is recommended that the Perth Common Good Fund Committee awards a grant of £15,450 towards the cost of staging the fireworks and bonfire display in line with the guidance (see Appendix 1 – Criteria 2). This grant will be conditional upon the applicant participating in the Perth & Kinross Area SAG (Safety Advisory Group) process (if required). The grant will contribute to raising Perth's profile by supporting events and festivals while supporting one of the key themes of Perth City Plan – Confident, Vibrant Perth.

## **Recommendations**

- 2.8 Perth and Strathearn Round Table be awarded a grant of £15,450 towards the costs of Perth Fireworks and Bonfire Display on 5 November 2016. This grant will be conditional upon the applicant participating in the Perth & Kinross Area SAG (Safety Advisory Group) process (if required).

## **St Johns RC Academy**

- 2.9 An application has been received from St Johns RC Academy seeking a grant towards the costs of their Hong Kong Exchange Programme in October 2016 for 4 pupils facing financial hardship. The programme aims to promote confidence and responsibility in pupils and raise their awareness through cultural activities. 4 of the selected pupils residing in Perth are from families facing financial hardship. The costs for 1 pupil are £1,000 and each family has been asked to contribute £750. The applicant has applied for £250 for each pupil. The applicant has benefited from the fund over the past 3 years (£1,500 in 2015/16 and £600 in 2013/14). It is recommended that a grant of £250 for each pupil facing financial hardship is awarded in line with the guidance (see Appendix 1 – Criteria 11). The grant will contribute to social inclusion.

### **Recommendation**

- 2.10 St John's RC Academy be awarded a grant of £1,000 (£250 for each pupil facing financial hardship) towards the costs of Hong Kong Exchange Programme in October 2016.

## **Perth Sub Aqua Club**

- 2.11 An application has been received from Perth Sub Aqua Club seeking a grant towards the cost of purchase of a new trailer. The existing trailer is reaching its end of life and a trailer is essential to carry the boat and support dives and training. The total costs are £1,538. The applicant has applied for £1,000 and will contribute towards the shortfall. The applicant has benefited from the fund in 2014/15 (£2,000). It is recommended that a grant of £769 is awarded in line with the guidance (see Appendix 1 – Criteria 4). The grant will contribute to promote sport activities.

### **Recommendation**

- 2.12 Perth Sub Aqua Club be awarded a grant of £769 towards the costs of purchase of a new trailer.

## **Perth Chamber Music Society**

- 2.13 An application has been received from Perth Chamber Music Society seeking a grant towards the publicity costs of its 'Celebration Concert Season' programme between October 2016 and April 2017 marking 400 concerts since its creation in 1948. The total costs are £11,805 including publicity costs of £587. The applicant has asked for £200 and will contribute towards the shortfall. The applicant has benefited from the fund over the past 3 years in 2013/14 (£250) and in 2014/15 (£120). It is recommended that a grant of £200 is awarded in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to promote cultural activities.

### **Recommendation**

- 2.14 Perth Chamber Music Society be awarded a grant of £200 towards the publicity costs for its 'Celebration Concert Season'.

### **Vale of Atholl Pipers Association (Pipe Band)**

- 2.15 An application has been received from Vale of Atholl Pipers Association seeking a grant towards the costs of Pipe Band Development Programme (October 2016-September 2017). The Pipe Band meets at the Tulloch Institute twice a week and deliver sessions at Letham, Our Lady's, Tulloch, Goodlyburn and North Muirton primary schools. It is the only Grade 1 pipe band in Perthshire (and the North of Scotland). The programme aims to improve the quality of the musical performance particularly of young people. The Pipe Band would like to purchase G1 Platinum Chanters, reeds and bags. Grade 1 members will share expertise through development weekends for around 75 young people. The total programme costs are £6,040 including £3,500 for chanters and bags. The applicant has asked for £4,600. The applicant benefited from the fund in 2014/15 (£3,579). It is recommended that a grant of £1,750 is awarded towards the purchase of chanters and bags in line with the guidance (see Appendix 1 – Criteria 4). The grant will contribute to promote learning and cultural activities.

### **Recommendation**

- 2.16 Vale of Atholl Pipers Association be awarded a grant of £1,750 towards the purchase of chanters and bags.

### **Perth Academy**

- 2.17 An application has been received from Perth Academy seeking a grant towards the costs of their Lille trip in December 2016 for 1 pupil facing financial hardship. The programme will aim to promote confidence and responsibility in pupils and raise their awareness through cultural activities. The pupil who resides in Perth is from a family facing financial hardship. The costs for 1 pupil are £370 and each family has been asked to contribute £370. The applicant has applied for £300. The applicant has benefited from the fund in 2015/16 (£1,725), in 2014/15 (£5,710) and in 2013/14 (£1,150). It is recommended that a grant of £185 for pupil facing financial hardship is awarded in line with the guidance (see Appendix 1 – Criteria 11). The grant will contribute to social inclusion.

### **Recommendation**

- 2.18 Perth Academy be awarded a grant of £185 for a pupil facing financial hardship towards the costs of the Lille Trip in December 2016.

## **Music in Hospitals**

- 2.19 An application has been received from Music in Hospitals seeking a grant towards the costs of 10 concerts in care units between October 2016 and March 2017. In 2014/15, 10 concerts were organised in Perth City (e.g. Viewlands House, New Rannoch, North Inch House, Craigieknowes Care Home). The total costs are £256 per concert and the applicant has asked for £105 per concert to cover the musician's fees and expenses. The applicant will contribute towards the shortfall through national fundraising. The applicant has not benefited from the fund over the past 3 years. It is recommended that a grant of £1,050 (£105 per concert in Perth City) is awarded in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to promote social inclusion and cultural activities.

### **Recommendation**

- 2.20 Music in Hospitals be awarded a grant of £1,050 towards the costs of 10 concerts in care units in Perth City.

## **Tulloch Primary School Parent Council**

- 2.21 An application has been received from Tulloch Primary School Parent Council seeking a grant towards the cost of a school pantomime event on 30 November 2016 at the school. The total costs are £900 for production costs. The applicant has asked for £450. The applicant will contribute towards the shortfall. The applicant has benefited from the fund in 2015/16 (£700). It is recommended that a grant of £450 is awarded in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to social inclusion and promote cultural activities.

### **Recommendation**

- 2.22 Tulloch Primary School Parent Council be awarded a grant of £450 towards the cost of the school pantomime in October 2016.

## **Jar of Jewels**

- 2.23 An application has been received from Jar of Jewels seeking a grant towards the cost of 2 multicultural events between October 2016 and April 2017. Jar of Jewels is a group of women from different countries, cultures, religions and backgrounds residing in Perth. The group meets monthly at PKAVS (North Methven Street). The events will provide opportunities for women from ethnic minorities to meet other people and experience other cultures. The total costs are £2,100 for both events including venues, food, activities (face painting) and music/entertainment. The applicant has asked for £1,000. The applicant will contribute towards the shortfall. The applicant has not benefited from the fund over the past 3 years. It is recommended that a grant of £1,000 is awarded in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to social inclusion and promote cultural activities.



### **Recommendation**

- 2.24 Jar of Jewels be awarded a grant of £1,000 towards the cost of the 2 multicultural events between October 2016 and April 2017.

### **South Perth Community Partnership**

- 2.25 An application has been received from South Perth Community Partnership seeking a grant towards the costs of Fun Day and Christmas lights event. The Fun Day for families will take place on 17 September 2016 at Glenearn Community Campus. In addition, through its business sub-group, the Partnership is planning to purchase and install Christmas lights at Craigie Cross and organise a festive event. The total costs are £950 for Fun Day, £800 for festive event and £1,995 for purchase of Christmas lights. Contacts have been established with the Council to install, dismantle and store Christmas lights. The applicant has asked for £2,845. The applicant will contribute towards the shortfall through fundraising (£1,200 has already being raised). The applicant has benefited from the fund in 2015/16 (£700). It is recommended that a grant of £875 for both events is awarded in line with the guidance (see Appendix 1 – Criteria 2) and to consider a grant of £998 towards the purchase of Christmas lights in line with guidance (Appendix 1 – Criteria 1). The application was received before the date of the event. If the grant is not awarded or not in full, the applicant will have to fund the activities from its own funds. The grant will contribute to social inclusion and promote cultural activities.

### **Recommendation**

- 2.26 South Perth Community Partnership be awarded a grant of £875 for the Fun Day and Festive event, and to consider a grant of £998 towards the purchase of Christmas lights.

### **Perth Polish Support Group**

- 2.27 An application has been received from the Perth Polish Support Group seeking a grant towards the cost of an event at Perth Museum and Art Gallery on 10 December 2016. The event will be an opportunity to celebrate the Polish home baking gingerbread biscuits tradition in preparation for Christmas and to allow cultural exchanges using photographs. The total costs are £800 for purchase of baking ingredients, decorations, boxes and photographer. The applicant has asked for £400. The applicant has applied to PKAVS minority Communities Hub and CulturePK. The applicant has not benefited from the fund over the past 3 years. It is recommended that a grant of £400 is awarded in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to social inclusion and promote cultural activities.

### **Recommendation**

- 2.28 Perth Polish Support Group be awarded a grant of £400 towards the cost of the homebaking and cultural event at Perth Museum and Art Gallery on 10 December 2016.

### **Adventure Circus**

- 2.29 An application has been received from Adventure Circus seeking a grant towards the cost of the first circus showcase in Perth in November 2016. The applicant meets regularly at their training space located in Unit 7, Kilda Place, Perth. They work with children and adults, teaching them aerial and floor circus skills for recreation, physical fitness and performance. The event, called Four Seasons, will be a professional showcase performance at Perth College Theatre. It is the intention that the event will develop into a bi-annual event, and will support Perth's City of Culture Bid. The applicant needs to hire specialist equipment for the event. The total costs are £2,119. The applicant has asked for £1,059. The applicant will contribute towards the shortfall. The applicant has not benefited from the fund over the past 3 years. It is recommended that a grant of £1,059 is considered in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to social inclusion and promote cultural activities.

### **Recommendation**

- 2.30 The Committee is asked to consider awarding a grant of £1,059 to Adventure Circus towards the cost of the Four Season event at Perth College Theatre.

### **Scottish Brass Band Association**

- 2.31 An application has been received from the Scottish Brass Band Association seeking a grant towards the cost of the Scottish Festival of Brass 2016 on 26 and 27 November 2016 at Perth Concert Hall. The annual event will attract young and adult participants from all over Scotland and beyond (1,100). Free masterclasses will also be offered. The total costs are £14,000 including publicity/administration, accommodation, professional musician fees, percussion hire and venue. The applicant has asked for £3,500. The applicant has secured £5,000 from Youth Music Initiative. The applicant will contribute £5,500 plus volunteers' time. The applicant has not benefited from the fund over the past 3 years. It is recommended that a grant of £3,500 is awarded in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to tourism and promote cultural activities.

### **Recommendation**

- 2.32 The Scottish Brass Band Association be awarded a grant of £3,500 towards the cost of the Scottish Festival of Brass 2016. The applicant will be asked to provide free tickets to be made available to school pupils willing to attend the Festival.

### **The Friendly Group**

- 2.33 An application has been received from the Friendly Group seeking a grant towards the costs of their Christmas Party for 30 people at Servite House (Canal Street - Perth) and for a bus trip for 12 in November 2016. The total costs are £300 (party) and £120 (trip). The applicant has asked for £420. The applicant has benefited from the fund in 2015/16 (£430 – 2 grants), in 2014/15 (£231) and in 2013/14 (£431 – 2 grants). It is recommended that a grant of £150 (party – 50% of actual costs) and £60 (trip – 50% of actual costs) in line with the guidance (see Appendix 1 – Criteria 10). The applicant will have to fund the rest from its own funds. The grant will contribute to social inclusion.

### **Recommendation**

- 2.34 The Friendly Group be awarded a grant of £210 for Christmas Party and bus trip.

### **Bowerswell Social Tenants Group**

- 2.35 An application has been received from the Bowerswell Social Tenants Group seeking a grant towards the costs of their Christmas Party for 25 people on 16 December 2016. The total costs are £465. The applicant has asked for £200. The applicant has benefited from the fund in 2016/17 (£161), in 2015/16 (£820), in 2014/15 (£750) and in 2013/14 (£730). It is recommended that a grant of £175 (£7 per person) in line with the guidance (see Appendix 1 – Criteria 10). The applicant will have to fund the rest from its own funds. The grant will contribute to social inclusion.

### **Recommendation**

- 2.36 The Bowerswell Social Tenants Group Friendly Group be awarded a grant of £175 for Christmas Party.

### **Perthshire Chinese Community Association**

- 2.37 An application has been received from the Perthshire Chinese Community Association seeking a grant towards the cost of the Chinese New Year Celebrations on 30 January 2017 in Perth. The event will include a Civic reception at 2 High Street, a fire cracker display at 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 Salutation Hotel where catering will be provided. The event will attract around 400 people and will support Perth's City of Culture Bid. The costs for the event are £7,800. The applicant has asked for £1,500. The applicant has secured £1,000 from Perth and Kinross Council's Housing and Community Care Services. The applicant will contribute £5,300. The applicant has not benefited from the fund over the past 3 years. It is recommended that a grant of £1,500 is awarded in line with the guidance (see Appendix 1 – Criteria 2). The grant will contribute to tourism and promote cultural activities.

### **Recommendation**

- 2.38 The Perthshire Chinese Community Association be awarded a grant of £1,500 towards the cost of the Chinese New Year Celebrations on 30 January 2017.

### **St Ninian's Cathedral (Scottish Episcopal Church)**

- 2.39 An application has been received from St Ninian's Cathedral (Scottish Episcopal Church) seeking a grant towards the costs of a major restoration project through its Perth Cathedral restoration appeal launched in March 2016. The restoration of the grade A list building will be in 3 phases between January 2017 and September 2019. Phase 1 aims to make the building waterproof through roof and rainwater goods repairs which is the most urgent. Phase 2 aims to restore stonework and phase 3 is to repair the stained glass. More detailed information regarding the project timescale and costings has been requested. It is the intention that the Cathedral would develop as a hub for community activity even further. The total costs for the restoration are £3.5m (750K for phase 1, £2M for phase 2 and £750K for phase 3). The applicant has applied for £150,000. The applicant has secured £260,600 (including £144,900 from Heritage Lottery Fund and £96,700 from Historic Environment Scotland). The applicant has applied to a number of Trusts and foundations. The applicant will contribute £250,000 from its own funds. The applicant has not benefited from the fund over the past 3 years. The request is eligible for an award in line with the guidance (see Appendix 1 – Criteria 5). The grant will contribute to promote heritage and cultural activities.

### **Recommendation**

- 2.40 The Committee is asked to consider the request from St Ninian's Cathedral (Scottish Episcopal Church).

### **St John's Kirk of Perth Trust**

- 2.41 An application has been received from St John's Kirk of Perth Trust seeking a grant towards the costs of emergency stonework repairs. The Kirk has just completed a major restoration project amounting to £3.75m and funding has been allocated to works at the West Door due to be completed within 18 months. During a stonework inspection, unplanned emergency repairs have been identified. The total costs for the repairs are £40,000 including removal of loose stonework (£12,500), emergency stonework repairs (£11,500), sundry repairs (£5,000), replacement of rainwater goods (£7,500) and contingencies (£3,500). The applicant has applied for £40,000. The applicant has benefited from the fund in 2013/14 (£2,940 – carillon recitals), in 2015/16 (£700 – carillon recitals) and in 2016/17 (£1,000 – carillon recitals). In addition, the Trust for St. John's Kirk received £100,000 funding from 2010/11 to 2012/13 - £60,000 for seating and £40,000 as a contribution to additional works. The request is eligible in line with the guidance (see Appendix 1 – Criteria 5 – 50% of total costs). The grant will contribute to protect heritage.

## Recommendation

2.42 The Committee is asked to consider the request from St John's Kirk Trust.

### 3. RECOMMENDATION

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

#### Author

| Name         | Designation        | Contact Details                                                                                    |
|--------------|--------------------|----------------------------------------------------------------------------------------------------|
| Serge Merone | Investment Manager | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation            | Date             |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 7 September 2016 |

|                                                                                                                                                                                                                                                             |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 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 2016/17 Financial Assistance budget (Sections 2.1 to 2.33), and Perth Common Good Fund Reserves (Sections 2.34 to 2.37).

### **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 Services have been consulted.

### **2. BACKGROUND PAPERS**

- 2.1 21 applications for financial assistance

### **3. APPENDICES**

#### **3.1 Appendix 1 – Perth Common Good Fund Criteria**



**PERTH COMMON GOOD FUND  
CRITERIA**

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.

1. Christmas lighting - Firework displays up to a maximum of 50% of the total costs
2. Organisation of events/games/festivals up to a maximum of 50% of the total costs
3. Prizes at events/games/festivals
4. Acquisition of equipment - consideration on merits up to a maximum of 50%
5. Capital grants for provision/improvement of facilities - consideration on merits up to a maximum of 50% (the facilities must be available to the general public)
6. School/youth exchanges
7. School prizes
8. Voluntary work overseas
  - 6 months or more: up to £400 per individual
  - 1 – 5 months: up to £250 per individual
9. Attendance at summer schools/events
  - Less than 1 month but more than 2 weeks: up to £150 per individual
  - One/two weeks: up to £100 per individual
10. Excursions/Parties (up to 2 per year per group)
  - Contribution of 50% towards the actual costs. Each organisation is allowed 2 applications during the course of a financial year. Overall grant to be capped at up to £7 per individual with an overall maximum grant of up to £700.
11. 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. Contribution of 50% of the costs up to a maximum of £300 for each young person who due to

financial difficulties are unable to participate in an extra curriculum school activity outwith the boundaries of Perth, exceeding 1 day and organised by a school. It will be the responsibility of each school to state the purpose of the extra curriculum school activity and identify such young person and advise the Common Good Fund accordingly.

12. Any purpose where it can be demonstrated that there is a benefit to the community of the common good area

The following is not eligible:

- Assistance with further or higher education fees
- Charity based sponsored walk/cycle/canoe etc.
- Town twinning activities other than those qualifying through the age/occupation criteria
- Organisations with religious/political associations where there are restrictions on usage or availability
- Core funding of the Voluntary sector
- Assistance with rental of premises

**PERTH COMMON GOOD COMMITTEE****5 October 2016****UPDATE ON CARILLON, ST JOHN'S KIRK****Report by Director (Environment)****PURPOSE OF REPORT**

The purpose of this report is to update the committee on the progress of work in relation to the carillon.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The St John's Kirk Carillon consists of thirty-five finely tuned bells, together with a clavier, pedal board and associated electrical and pneumatic operating equipment.
- 1.2 The Carillon was commissioned in 1935, with the then Perth Town Council having previously agreed in 1934 to accept responsibility for its future maintenance and repair, albeit reserving the right in future years to reconsider this duty. This reflected the Kirk Session view that the bells would be used more in connection with Civic rather than Kirk functions.
- 1.3 Following completion of its extensive programme of renovation work in 2011 to the church building, the Kirk Session approached the Council for assistance to maintain and upgrade the Carillon.
- 1.4 In September 2011, the Perth Common Good Fund Committee agreed to fund an upgrade to the carillon to replace the automatic paper programmer and operating system which dated from 1935, (Report No.11/494 refers.)
- 1.5 This upgrade was installed in 2012 and it was hoped that it would allow more recording of carillon recitals which could be used on other occasions with the intention of reducing the number paid for by the Committee in future years.
- 1.6 In September 2015, members of the Perth Common Good Fund Committee visited the Carillon at St John's Kirk. The group climbed the tower to view the Carillon and to see it being played by the Carrillonneur.
- 1.7 The Carrillonneur explained the complexity of recording his recitals on the upgraded equipment. He advised that the system could not actually provide a recorded concert and was best used in conjunction with the Kirk clock for short recordings of up to 2 minutes.

- 1.8 The members who visited the Carillon were keen to have more recordings made and to find out what the Carrillonneur plans were to train others to play the Carillon.

## **2. UPDATE**

- 2.1 The Committee at its meeting of 22 June 2016 requested an update on the additional recitals and training for playing the carillon.

- 2.2 The Carillon was out of action for a period of time early this year due to maintenance of the clock.

- 2.3 There have been several meetings with representatives from St John's Kirk and the following points should be noted:-

- Discussions are underway between the Carrillonneur and a retired music teacher from the St John's Kirk congregation who is interested in learning to play the Carillon. The Council may be able to arrange further training on the recording equipment, should this be required.
- Members of the public can view the Carillon being played within the Kirk on large screens in the Kirk, fed from a camera in the tower. See attached leaflet - Appendix 1.
- The recital held on 21 August 2016 to celebrate the Treaty of Perth and Twinning events, was played by a carillonneur from Birmingham. Over 44 visitors watched him playing live. The programme for the recital is attached as Appendix 2.
- In discussion with the civic office/events team, it has been agreed to plan recitals to complement civic and other events in Perth. A request for financial assistance for 2017 will be coming forward to the next meeting of the Perth Common Good Fund Committee.

## **3. CONCLUSION AND RECOMMENDATION**

- 3.1. The Carillon is a considerable local attraction, both generally and to visiting carillonneurs who have remarked on the beauty of the tone of the St John's Kirk Carillon. Both the Carillonneur and St John's Kirk are keen to encourage visitors to Perth to listen to the distinct sound of the Carillon. There are opportunities for the Council to work with the Kirk to include this in the bid for City of Culture in 2021.

- 3.2 The Committee is asked to note the update.

## Author

| Name            | Designation                 | Contact Details                                                                                    |
|-----------------|-----------------------------|----------------------------------------------------------------------------------------------------|
| Christina Flynn | Democratic Services Manager | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

## Approved

| Name           | Designation            | Date             |
|----------------|------------------------|------------------|
| Barbara Renton | Director (Environment) | 7 September 2016 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

### 1. Strategic Implications

#### Community Plan/Single Outcome Agreement

1.1 This section is not applicable to this report.

#### Corporate Plan

1.2 This section is not applicable to this report.

### 2. Resource Implications

#### Financial

2.1 The Perth Common Good Fund Committee has approved funding for the St John's Kirk of Perth for recitals over the current and last three financial years:-

2013/14 £2,940

2015/16 £700

2016/17 £1,000

Approved funding for future years will be contained within the Financial Assistance budget for the Perth Common Good Fund.

### Workforce

- 2.2 This section is not applicable to this report.

### Asset Management (land, property, IT)

- 2.3 This section is not applicable to this report.

## **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. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

- (i) Assessed as **not relevant** for the purpose of EqIA

### Strategic Environmental Assessment

- 3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.3 The contents of this report have been considered under the Act 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 This section is not applicable to this report.

### Legal and Governance

- 3.5 There are no legal and governance issues contained in this report.

### Risk

- 3.6 This section is not applicable to this report.

## **4. Consultation**

### Internal

- 4.1 The civic and events teams have been consulted on the contents of this report.

## External

- 4.2 Representatives from St John's Kirk and the Carillonneur have been consulted on the contents of this report.

## **5. Communication**

- 5.1 The Head of Democratic Services has been consulted on the contents of this report.

## **2. BACKGROUND PAPERS**

- 2.1 There are no background papers

## **3. APPENDICES**

- 3.1 Appendix 1 - St John's Kirk MUSIC 2016-17 Leaflet  
Appendix 2 - The programme for the Carillon recital – 21 August 2016



## St John's Music 2016-17

Sunday afternoon concerts at 3.00 p.m

### Sunday 9 October 2016

Cremona String Quartet

Haydn, Mozart, Beethoven

(Perth Chamber Music Society)

### Sunday 27 November 2016

Young Perthshire Musicians

Liam Bonhtrone (tenor), Kenneth Maciver (baritone) and  
Sorella Strings (Morag Young, Morna Strachan, Caitiona  
Steele, Rachel Penny)

(No Sunday concert in December)

### Sunday 22 January 2017

A Burns Celebration

John Nichol, Hilary Belly, Lucy Cowan

### Sunday 19 February 2017

Vocal3e

Emma Versteeg (soprano), Louise Burnett (flute),

Robin Versteeg (piano)

### Sunday 5 March 2017

Glendiamond College Chapel Choir

Music by Britten (Rejoice in the Lamb), Howells

(Te Deum "Collegium Regale") and others

Directed by Tim Ridley

### Sunday 19 March 2017

Perthshire Brass

Directed by George Annan

**Free admission** (refrting collection)  
of all concerts, except 9 October



## St John's Kirk of Perth

### Opening times

Summer opening | 1st Monday in April to end  
of September  
10.00am - 4.00pm (entry free)

Also open for  
Remembrance Day | 11 November  
8.00am - 4.00pm (entry free)  
11.00am - 3.00pm  
Services  
Sundays 9.30am and Tuesdays 2.00pm

### Accessibility

St John's Kirk is fully accessible (please see our website for details)

### How you can help St John's

- Become a member of the Friends of St John's
- Join our dedicated team of volunteer Welcomers
- Make a donation in the glass bowls
- Learn more about the fascinating story of St John's from our beautifully illustrated book (only £5.00).



St John's  
MUSIC  
2016-17

St John's Kirk  
of Perth





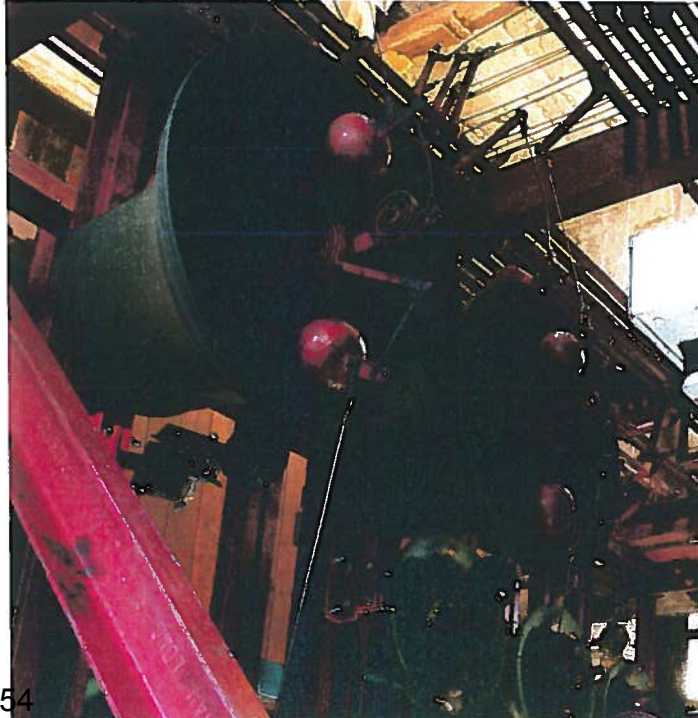
## St John's Music 2016-17

running throughout autumn, winter and early spring, is a series of Organ Recitals (usually on the first Saturday of the month at 1.00 pm) and Concerts (occasional Sundays at 3.00 pm) promoted by the Kirk. It aims to showcase the best of local music-making and to provide a platform for the many talented performers who live in and around Perthshire.

In addition the Kirk often plays host to professional ensembles within Scotland (Dunedin Consort, Scottish Ensemble, Ludus Baroque etc), Perth Chamber Music Society and a wealth of internationally renowned soloists, as well as amateur choirs and ensembles from the region.

If you would like to be kept informed of musical events at St John's you can join our e-mailing list by submitting your email address via the Contact menu of our website, which also contains full details for all concerts and recitals.

[www.st-johns-kirk.co.uk](http://www.st-johns-kirk.co.uk)



### Carillon Recitals

St John's Kirk is home to a historic and internationally-renowned set of bells, 35 of which can be played from a carillon on which Ian Cassells, Perth's City Carillonneur, gives regular recitals. The bells are clearly audible from outside the building as well as the interior, where it is possible to watch Dr Cassells in action on large screens fed from a camera in the tower.

**Sunday 21 August 2016**

Treaty of Perth Festival

5.00 pm

**Sunday 13 November 2016**

Remembrance Sunday

11.45 am

**Sunday 20 November 2016**

Christmas Lights Switch On Weekend

Time tbc

**Sunday 27 November 2016**

St Andrew's Day Scottish Festival

1.00 pm

**Saturday 3 December 2016**

Perth Churches Nativity Parade

3.00 pm

**Sunday 18 December 2016**

Lessons and Carols Service, St John's Kirk

1.00 pm

Carillon Recitals are always **free admission**



## St John's Music 2016-17

Organ Recitals on the first Saturday of the month at 1.00 pm

**Saturday 1 October 2016**

Howard Duthie

St John's Kirk of Perth

**Saturday 5 November 2016**

Henry Wallace

Greyfriars Kirk, Edinburgh

**Saturday 3 December 2016**

John Kitchen

Edinburgh University and City Organist,

Old Saint Paul's Church

(No Saturday Organ Recital in January)

**Saturday 4 February 2017**

Michael Bawtree

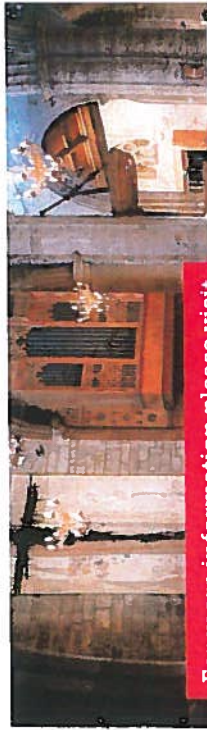
Glasgow

**Saturday 4 March 2017**

Graham MacLagan

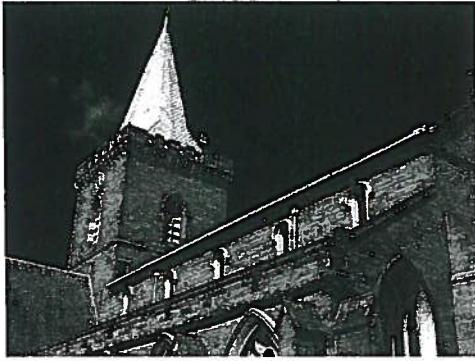
Edinburgh

**Free admission** (retiring collection)  
at all Organ Recitals



For more information please visit

[www.st-johns-kirk.co.uk](http://www.st-johns-kirk.co.uk)



St John's Kirk  
Perth  
Carillon recital

Sunday, 21<sup>st</sup> August 2016 17:00

By

Michael Boyd

*Carillonneur:* Our Lady of the Rosary and St. Thérèse  
of Lisieux, Saltley, Birmingham

## Treaty of Perth Celebrations

### Opening

- |   |                            |                           |
|---|----------------------------|---------------------------|
| 1 | Ja, vi elsker dette landet | Norwegian National Anthem |
|---|----------------------------|---------------------------|

### Composition for the carillon of St John's Kirk

- |   |                                        |              |
|---|----------------------------------------|--------------|
| 2 | Hymn to St Margaret, Queen of Scotland | John R. Knox |
|---|----------------------------------------|--------------|

### Songs from Scotland

- |   |                                 |               |
|---|---------------------------------|---------------|
| 3 | Flora Macdonald's lament        | Jacobite song |
| 4 | Ca' the Yowes to the Knowes     | Robert Burns  |
| 5 | My love is like a red, red rose | Robert Burns  |

### Marking the Treaty of Perth

- |   |                                   |                   |
|---|-----------------------------------|-------------------|
| 6 | Ex te lux oritur, O Dulcis Scotia | Medieval Scottish |
| 7 | Nobilis Humilis                   | Hymn to St Magnus |

Gymel

Composition on Nobilis Humilis by John R. Knox

### Classical interlude

- |   |                              |       |
|---|------------------------------|-------|
| 8 | Dance of the Blessed Spirits | Gluck |
|---|------------------------------|-------|

### Hymn tunes from the Perth Carillon Books

- |    |                                                     |
|----|-----------------------------------------------------|
| 9  | O Waly, Waly                                        |
| 10 | Salve Cordis Gaudium (King of Glory, King of Peace) |
| 11 | Gaelic Lullaby                                      |

### Programme Notes

Three of these pieces acknowledge or are inspired by the Treaty of Perth (2 July 1266) between Scotland and Norway. *Ja, vi elsker dette landet* (Yes, we love this country) is the Norwegian national anthem. The lyrics are by Bjørnstjerne Bjørnson, music by Rikard Nordraak.

*Ex te lux oritur O Dulcis Scotia* (A light rises from you, O sweet Scotland), written to celebrate the royal marriage of Margaret of Scotland and King Eric of Norway in 1281 in St Magnus Cathedral, Orkney. It survives in an Uppsala manuscript. In this setting by Perth City carillonneur Ian Cassells, verses of the plainsong are answered by a ritornello.

*Nobilis Humilis, Magne Martyr Stabilis* is a hymn to St Magnus, Earl of Orkney. The simple 12<sup>th</sup> century two-part composition in thirds (a gymel) is followed by a composition on the theme by John R. Knox, a former carillonneur of Perth.

John Knox's composition which forms the second piece, *Hymn to St Margaret*, was written for the Perth carillon in 1993, to celebrate the 900<sup>th</sup> anniversary of St Margaret (1047-1093). It is based on the hymn *Ad Vesperas Tempore Paschali*.



**PERTH COMMON GOOD FUND COMMITTEE****5 October 2016****PERTH CHRISTMAS LIGHTS FESTIVAL AND CITY CENTRE CHRISTMAS DRESSING****Report by Director (Environment)****PURPOSE OF REPORT**

The report notes the activities for the Christmas Lights event on Saturday, 19 November 2016, which is part of the overall Perth Winter Festival programme. It seeks funding approval for development of the event as a weekend festival. The report also seeks additional funding to replacement of existing Christmas lighting and enhancing the dressing of the city centre over the festive season.

**1. BACKGROUND**

- 1.1 The Perth Common Good Fund has traditionally supported the costs associated with the Perth Christmas Lights including erection, maintenance, storage, rent, feu duties and electricity charges. In addition, the Common Good Fund has supported the Christmas Lights switch on event which has grown significantly since 2012 in terms of scale, scope and attendance. In 2015, it was estimated that attendance peaked at 30,000 members of the public in Perth City Centre for the Christmas Lights event with an estimated £1.6 million generated for the local economy.
- 1.2 At its meeting of May 2016 (Report No. 16/205 refers), the Perth Common Good Fund Committee approved the budget for Financial Year 2016/17 which includes a provision of £76,300 for Christmas events with £39,000 from this allocated for the Switch On event. This is scheduled for Saturday 19 November 2016 and this report outlines the proposed breakdown of expenditure associated with the event. The remaining £37,300 budget is allocated for the storage, erection, removal and purchase of dressing and Christmas Lights - £14,000 for rates and rent of a Unit at Acorn, £300 for electricity for events at Horsecross plaza, and £23,000 for erection, removal, repair and purchase of lights and dressing. Expenditure in 2015/16 on erection/removal and lighting repairs amounted to £15,973, of which £7,153 related to repairs to lights. Depending upon the repairs required for 2016/17, potentially there may be approximately £7,000 budget available to meet additional expenditure on new dressing material and lighting equipment.
- 1.3 In line with the Council's Events and Festival's Strategy, the Perth Winter Festival was developed in 2013/14 as an overarching programme of events and celebrations lasting from Bonfire Night on 5 November until the Chinese New Year in February. The objective of the programme is to generate additional economic benefits for the city through increased visitation and

expenditure by visitors and residents while also contributing to the vibrancy and cultural life of the city and raising the profile of Perth as a leading events destination. The winter programme comprises the Christmas Lights event as a stand out feature which has established a reputation as a major event in the area's annual calendar, while reinforcing the message "Christmas starts in Perth".

- 1.4 The Committee will also be aware of the Council's bid for UK City of Culture status for Perth in 2021. The development of a strong year round events and festivals portfolio will be an important feature of Perth's bid and will reinforce the city's credentials as a cultural and events tourism destination. Accordingly, with continued investment there is scope to develop further the Winter Festival and specifically the Christmas Lights event as a weekend festival and to market it as such to as wide an audience as possible.
- 1.5 Events and marketing expenditure for the Winter Festival is met from the Environment Service's revenue budget with private sector sponsorship also forthcoming for specific elements. In 2015/16 overall expenditure for the Winter Festival, including marketing and events support, was £166K. The Common Good funding is intended to support specific elements on Saturday, 19 November 2016 when the focus is on the Christmas Lights celebrations.
- 1.6 A report on the development and performance of the Perth Winter Festival was approved by the Council's Enterprise and Infrastructure Committee in March 2016 (Report No. 16/129 refers). The committee was informed of the revised approach to the Winter Festival which had taken account of the major building works at 2 High Street. In turn, this necessitated the relocation of the main stage to Tay Street. In addition, this relocation was also informed by the audience numbers and was undertaken following an extensive consultation and communication exercise involving elected members and with the emergency services. In 2015, the Santa Parade was also rerouted due to the construction programme at 2 High Street but also to avoid congestion in the High Street given the very large volume of people now attending the event.
- 1.7 The Enterprise and Infrastructure Committee was also informed of the results of an extensive evaluation study of the Winter Festival. This encompassed a series of visitor surveys which in turn provided the basis for impact assessments including estimates of the expenditure generated by the events – specifically the Christmas Lights event, Coca Cola Truck visit and Santa Run. The total number of visitors to Perth on the day of the Christmas Lights event was estimated to be 66,000. This is derived from the estimated footfall count for the day of 98,448, and adjusted to 66,000 to take account of multiple counts and in recognition that not everyone in Perth that day would have been participating in the event or staying on to see the lights switched on. It is estimated that the attendance on Tay Street at the lights switch on was 30,000. The economic impact assessment estimated that the Christmas Lights event generated an over £1.6 million net additional expenditure.

- 1.8 The report to the Enterprise and Infrastructure Committee also contained an assessment of the visitor experience, from a qualitative perspective, was derived from the visitor survey. Very high levels of satisfaction were recorded. Businesses were also surveyed in a bid to establish whether the Christmas Lights event had any benefit to the business. Replies were received from 35 businesses.
- 1.9 In 2015, additional funding of £10,000 was provided from the Common Good Fund to extend the programme into Sunday, 22 November to make a more extensive weekend event package. Officers were also able to secure the visit of the Coca Cola truck on that Sunday which proved to be a major draw to the city centre, attracting an estimated 9,000 visitors. Estimated footfall for the Sunday in the core city centre area was 18,031 (11,100 for the equivalent Sunday in 2014). Again a visitor survey and economic impact assessment was undertaken of the Coca Cola truck visit which estimated that the net direct additional expenditure generated was £210,000.
- 1.10 Expenditure in respect of the Coca Cola truck visit amounted to £1,971. This related to event stewarding and health and safety related costs in respect of public safety – there is no fee charged by the Coca Cola truck promoter. The balance of the additional funding was used for the wider entertainment programme in the city centre on the Sunday.
- 1.11 Local businesses through the Perth City Centre Connect Group and the Perth Traders Association have asked the council to enhance the dressing of the city centre over the winter period. Officers were asked to consider what enhancements could be made, to supplement the core Christmas lights network, in order to create a more festive ambience in the public areas of the core retail centre.
- 1.12 Last year, the Perth Common Good Fund approved support of £2,750 for the provision of Christmas trees and large wreaths to dress the city centre. A number of smaller trees were supplied through this, which businesses adopted and decorated at their own expense. Businesses have fed back that they would like this scheme to continue and be expanded this year. The large wreaths that were purchased in 2015 have been stored for reuse during 2016.
- 1.13 It has been identified that all of the existing Christmas Lights in St John Street are at the end of their life and are required to be replaced, if the existing coverage of lighting is to be maintained within the city centre.

## **2. PROPOSAL**

### **Christmas Lights Festival**

- 2.1 For 2016, a full programme of events and entertainments is being planned to create a festival weekend in the city which will appeal to a broad range of age groups. As with the past few years, it is intended that there will be opportunities for local community groups to participate in street and stage performances including a community stage in King Edward Street for choirs,



dance and musical groups. An outline programme for Saturday, 19 November 2016 is as follows:-

11:00 – 18:00

Funfair Pleasure Rides

Street Food

Ice Sculpting

Street Art

Themed Streets

Street Entertainers

Community Stage programme (from 12:00)

Main Stage programme (from 14:00)

1700 - Santa's Parade: from Thimblerow, High Street, Scott Street, South Street to Tay Street

1810 - Christmas Lights Switch On, special effects lighting and pyrotechnics display

Main stage entertainment continues

1830 onwards - Funfair Pleasure Rides

Main Stage entertainment continues until 1930

- 2.2 Artists for the Main Stage and Community Stage programmes are being sought and the programme schedule is therefore still to be confirmed. The addition of the Community Stage in recent years has provided a platform for local talent, in particular youth groups from across Perth and Kinross, to perform. In line with the Council's bid for City of Culture status, it will be important to maintain support for this element of the weekend festival.
- 2.3 In line with last year, it is proposed that the Perth Common Good Fund contribution, which has already been approved, supports the following elements of the programme on Saturday, 19 November 2016:

|                                                                                               |         |
|-----------------------------------------------------------------------------------------------|---------|
| Main stage (lighting, sound, pyrotechnic effects, and related infrastructure)                 | £20,000 |
| Community Stage at King Edward Street                                                         | £1,000  |
| Santa's Parade and street entertainments                                                      | £10,000 |
| Children's stage / family area at Horsecross Plaza                                            | £3,000  |
| Health, safety and welfare (medical cover, stewarding, toilets, waste services and cleansing) | £5,000  |

- 2.4 As per previous years the programme will be extended to Sunday 20 November 2016. The Committee is asked to consider whether additional funding of £10,000 could be provided to enhance this event with the additional funding going towards:



|                                                  |        |
|--------------------------------------------------|--------|
| Community Stage                                  | £1,000 |
| Street entertainments                            | £6,000 |
| Children's stage/family area at Horsecross Plaza | £1,000 |
| Health, safety, welfare                          | £2,000 |

2.5 For 2016/17, the impact of the programme of events will be assessed by business surveys along with analysis of visits to the city.

2.6 It is proposed that the following funding is considered:

- £3,000 to assist with dressing the city centre for the festive season - £500 for the decoration and refurbishment of large Christmas wreaths to be hung from 26 banner lampposts in the High Street and King Edward Street and dressing for the Provost's lampposts and £2,500 for 30 Christmas trees (various sizes) for display on the High Street
- £8,500 for 100% of the purchase of replacement lights for St John's Street on the basis that the Street Lighting Partnership have advised that the current lights will not be useable for this year. The lights have been repaired extensively since they were initially purchased but the Street Lighting Partnership have advised that repairs are no longer economical and the lights have reached the end of their life.

2.7 The related extended and enhanced dressing scheme would be additional to core lighting and additional Christmas lights installations and would be installed prior to the Christmas Lights Switch On, which this year takes place on 19 November, remaining until the beginning of Jan 2016 when it would be removed. The Street Lighting Partnership has been consulted on the proposed enhancements to the city dressing scheme and would continue to advise on the technical requirements for installation to ensure compliance with issues such as height clearance, power supplies, etc.

### **3. CONCLUSION AND RECOMMENDATIONS**

3.1 The Committee is asked to:

- Note the current budget provision from 2016/17 in respect of the Christmas Lights Switch On programme for Saturday, 19 November 2016 and for Christmas Lights.
- Consider the additional events and activities outlined in the report and whether additional funding can be provided to support once again an extension of the events to Sunday, 20 November 2016.
- Consider funding the enhanced city dressing and lighting proposals as outlined in this report.

**Author**

| <b>Name</b> | <b>Designation</b>                     | <b>Contact Details</b>                                                                                   |
|-------------|----------------------------------------|----------------------------------------------------------------------------------------------------------|
| Alan Graham | Business<br>Development Team<br>Leader | (01738) 475000<br><br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |
| Leigh Brown | City Centre Manager                    |                                                                                                          |

**Approved**

| <b>Name</b>    | <b>Designation</b>     | <b>Date</b>       |
|----------------|------------------------|-------------------|
| Barbara Renton | Director (Environment) | 19 September 2016 |



## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

|                                                     |             |
|-----------------------------------------------------|-------------|
| <b>Strategic Implications</b>                       |             |
| Community Plan / Single Outcome Agreement           | <b>Yes</b>  |
| Corporate Plan                                      | <b>Yes</b>  |
| <b>Resource Implications</b>                        |             |
| Financial                                           | <b>Yes</b>  |
| Workforce                                           | <b>None</b> |
| Asset Management (land, property, IST)              | <b>None</b> |
| <b>Assessments</b>                                  |             |
| Equality Impact Assessment                          | <b>Yes</b>  |
| Strategic Environmental Assessment                  | <b>None</b> |
| Sustainability (community, economic, environmental) | <b>None</b> |
| Legal and Governance                                | <b>None</b> |
| Risk                                                | <b>None</b> |
| <b>Consultation</b>                                 |             |
| Internal                                            | <b>Yes</b>  |
| External                                            | <b>None</b> |
| <b>Communication</b>                                |             |
| Communications Plan                                 | <b>None</b> |

### 1. Strategic Implications

#### Community Plan / Single Outcome Agreement

- 1.1 The Perth and Kinross Community Planning Partnership (CPP) brings together organisations to plan and deliver services for the people of Perth and Kinross. Together the CPP has developed the Perth and Kinross Community Plan which outlines the key things we think are important for Perth and Kinross.

- i) Giving every child the best start in life
- ii) Developing educated, responsible and informed citizens
- iii) Promoting a prosperous, inclusive and sustainable economy
- iv) Supporting people to lead independent, healthy and active lives
- v) Creating a safe and sustainable place for future generations

- 1.2 It is considered that the strategy and related actions will contribute to the following objective: Promoting a prosperous, inclusive and sustainable economy.

#### Corporate Plan

- 1.3 The Council's Corporate Plan 2013-2018 outlines the same five Objectives as those detailed above in the Community Plan. These objectives provide a clear strategic direction, inform decisions at a corporate and service level and

shape resource allocation. It is considered that the actions contained in the report contribute to objective (iii) outlined in paragraph 1.1 above.

## **2. Resource Implications**

### Financial

- 2.1 As part of the 2016/17 budget process, the Committee approved a budget allocation of £39,000 towards the Christmas Lights Switch On event. A breakdown of anticipated expenditure is provided in the report. In addition, a request is made for further funding of £10,000 to support additional elements for Sunday, 20 November 2016 in order to extend the programme and support the development of a festival weekend.
- 2.2 As part of the 2016/17 budget process, the Committee approved a budget allocation of £76,300 for Christmas events with, as noted, £37,300 from this allocated for the storage, erection, removal and purchase of dressing and Christmas Lights - £14,000 for rates and rent of Unit at Acorn , £300 for electricity for events at Horsecross plaza, and £23,000 for erection, removal, repair and purchase of lights and dressing. Previous expenditure on erection/removal and lighting repairs has been around £16,000 potentially leaving around £7,000 for further expenditure on new dressing material and lighting equipment. The request is for additional Common Good funding of £11,500 for enhanced dressing and lighting.

### Workforce

- 2.3 There are no staff resource issues for Perth and Kinross Council.

### Asset Management (land, property, IT)

- 2.4 There are no asset management issues.

## **3. Assessments**

### Equality Impact Assessment

- 3.1 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:
- (i) Assessed as **relevant** and the following positive outcomes expected following implementation:

- The needs of equality groups to be addressed in the operational delivery of events in the city centre such as the provision for viewing by disabled visitors, the provision of additional toilet facilities for disabled visitors etc.

### Strategic Environmental Assessment

- 3.3 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals. However, no further action is required as the proposals do not qualify as a PPS as defined by the act and are 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.

### Legal and Governance

- 3.5 The consideration of the report is in line with the Council's Scheme of Administration.

### Risk

- 3.6 Risks and the controls required to mitigate any risks will be reported through the Council's risk management process where the Council is the lead on individual projects.

## **4. Consultation**

### Internal

- 4.1 The Head of Finance has been consulted in the development of the report.

## **2. BACKGROUND PAPERS**

- 2.1 None

## **3. APPENDICES**

- 3.1 None



## PERTH COMMON GOOD FUND COMMITTEE

5 October 2016

## 2016/17 FINANCIAL STATEMENT

## Joint Report by Head of Finance &amp; Director (Environment)

**PURPOSE OF REPORT**

This report details the Income and Expenditure to 31 August 2016 and the projected outturn to 31 March 2017 for the Perth Common Good Fund.

**1. BACKGROUND / MAIN ISSUES**

- 1.1 The Committee approved the Perth Common Good Fund budget at the meeting of 18 May 2016. This report provides the monitoring position and projected outturn for the Financial Year 2016/17.

**2. PROPOSALS****2.1 Financial Statement 2016/17**

On the basis of Appendix 1, it is anticipated that there will be deficit of £31,400 in 2016/17 and that the Fund's estimated Revenue Account Balance will be £1,241,897 at 31 March 2017. The Perth Christmas Lights Festival and City Centre Christmas Dressing report will be considered by Committee at this meeting and the anticipated deficit assumes approval of the additional funding requested. The projection also assumes approval of the funding requests included within the Applications for Financial Assistance report, excluding the applications from St. Ninian's Cathedral and St. John's Kirk of Perth Trust as the value of funding for these projects will be determined by Committee.

- 2.2 Included within the approved 2016/17 Repairs and Maintenance budget is £25,000 for the upgrade works to the 2-4 North Methven Street shop (Report 15/282 refers). The works have not progressed as anticipated during 2016/17 and it is therefore proposed that the £25,000 budget is removed and is instead earmarked in the reserves of Perth Common Good Fund for release when the anticipated programme of works is confirmed.

- 2.3 The projected uncommitted Revenue Account Balance at 31 March 2017 is therefore £1,216,897.

- 2.4 The Applications for Financial Assistance report includes an application for funding from St. Ninian's' Cathedral (Scottish Episcopal Church). It is proposed that any approved funding towards the project is earmarked in reserves pending the Church securing the full funding package for the £3.5m restoration scheme.

- 2.5 Also included within the Applications for Financial Assistance report is a request for funding from St. John's Kirk of Perth Trust to assist with the costs of unplanned emergency repairs. A summary of the Financial Assistance budget, including the funding approved to date, the value of funding to be considered at this meeting, and the remaining budget is provided below:-

|                                                                                                                                                          |                |
|----------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|
| 2016/17 Approved Financial Assistance Budget                                                                                                             | £100,000       |
| Value of funding approved at Committee meeting on 18 May 2016                                                                                            | £23,664        |
| Value of funding approved at Committee meeting on 22 June 2016                                                                                           | £18,194        |
| Value of applications to be considered at Committee meeting on 5 October 2016 (excluding funding requests for St. Ninian's Cathedral and St. Johns Kirk) | £35,914        |
| <b>Remaining Budget</b>                                                                                                                                  | <b>£22,228</b> |

2.6 Following approval of the Annual Treasury Report by the Council on 25 June 2014 (report 14/300 refers), responsibility for determining the amounts of surplus Common Good funds to be invested as fixed investments in the Council's Loans Fund was delegated to the Head of Finance. Details of the Capital and Revenue Account balances currently invested on behalf of the Perth Common Good Fund are provided below:-

| <u>Amount (£)</u> | <u>Period</u> | <u>Interest Rate</u> | <u>Maturity Date</u> |
|-------------------|---------------|----------------------|----------------------|
| 1,400,000         | 12 months     | 0.80%                | 25/08/2017           |
| 50,000            | 3 months      | 0.30%                | 25/11/2016           |

### 3. CONCLUSION AND RECOMMENDATION

3.1 The Committee is requested to note:-

- (i) The Perth Common Good Fund Income and Expenditure to 31 August 2016, the projected outturn to 31 March 2017, and the projected uncommitted Revenue Account Balance at 31 March 2017;
- (ii) The proposals for the earmarking of certain expenditure commitments in the Reserves of the Perth Common Good Fund;
- (iii) The surplus Common Good Fund balances invested in the Council's Loans Fund.



**Author(s)**

| <b>Name</b>  | <b>Designation</b> | <b>Contact Details</b>                                                   |
|--------------|--------------------|--------------------------------------------------------------------------|
| Donald Coyne | Senior Accountant  | <a href="mailto:DCoyne@pkc.gov.uk">DCoyne@pkc.gov.uk</a><br>01738 475573 |

**Approved**

| <b>Name</b> | <b>Designation</b> | <b>Date</b>       |
|-------------|--------------------|-------------------|
| John Symon  | Head of Finance    | 19 September 2016 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>None</b>       |
| Corporate Plan                                      | <b>Yes</b>        |
| <b>Resource Implications</b>                        |                   |
| Financial                                           | <b>Yes</b>        |
| Workforce                                           | <b>None</b>       |
| Asset Management (land, property, IST)              | <b>None</b>       |
| <b>Assessments</b>                                  |                   |
| Equality Impact Assessment                          | <b>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</b>        |
| Legal and Governance                                | <b>None</b>       |
| Risk                                                | <b>None</b>       |
| <b>Consultation</b>                                 |                   |
| Internal                                            | <b>Yes</b>        |
| External                                            | <b>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

### 1. Strategic Implications

#### 1.1 Corporate Plan

1.1.1 The Council's Corporate Plan 2013 – 2018 lays out five outcome focussed strategic objectives which provide clear strategic direction, inform decisions at a corporate and service level and shape resources allocation. They are as follows:

- (i) Giving every child the best start in life;
- (ii) Developing educated, responsible and informed citizens;
- (iii) Promoting a prosperous, inclusive and sustainable economy;
- (iv) Supporting people to lead independent, healthy and active lives; and
- (v) Creating a safe and sustainable place for future generations.

1.1.2 This report relates to all objectives.

### 2. Resource Implications

#### 2.1 Financial

2.1.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.

### **3. Assessments**

#### **3.1 Equality Impact Assessment**

3.1.1 Under the Equality Act 2010, the Council is required to eliminate discrimination, advance equality of opportunity, and foster good relations between equality groups. Carrying out Equality Impact Assessments for plans and policies allows the Council to demonstrate that it is meeting these duties.

3.1.2 The information contained within this report has been considered under the Corporate Equalities Impact Assessment process (EqIA) and has been assessed as **not relevant** for the purposes of EqIA.

#### **3.2 Strategic Environmental Assessment**

3.2.1 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

3.2.2 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

#### **3.3 Sustainability**

3.3.1 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.

3.3.2 The information contained within this report has been considered under the Act. However, no action is required as the Act does not apply to the matters presented in this report.

### **4. Consultation**

#### **4.1 Internal**

4.1.1 The Chief Executive has been consulted in the preparation of this report.

### **5. BACKGROUND PAPERS**

5.1 No background papers, as defined by Section 50D of the Local Government (Scotland) Act 1973 (other than any containing confidential or exempt information) were relied on to any material extent in preparing the above report.

## **6. APPENDICES**

Appendix 1 – Perth Common Good Fund Financial Statement for period to 31 August 2016 for Financial Year 2016/17.

**PERTH COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 AUGUST 2016 FOR FINANCIAL YEAR 2016/17**

|                                                               | <u>Approved<br/>2016/17<br/>Budget<br/>£</u> | <u>Actual<br/>to date<br/>£</u> | <u>Expenditure<br/>Committed<br/>and Under<br/>Consideration<br/>£</u> | <u>TOTAL<br/>£</u> | <u>Projected<br/>Outturn<br/>£</u> | <u>Projection<br/>Over/(Under)<br/>Spend<br/>£</u> |
|---------------------------------------------------------------|----------------------------------------------|---------------------------------|------------------------------------------------------------------------|--------------------|------------------------------------|----------------------------------------------------|
| <b>Expenditure</b>                                            |                                              |                                 |                                                                        |                    |                                    |                                                    |
| <u>Property Costs</u>                                         |                                              |                                 |                                                                        |                    |                                    |                                                    |
| Rent, Rates & Feu Duties                                      | 1,000.00                                     | 738.15                          | 0.00                                                                   | 738.15             | 1,000.00                           | 0.00                                               |
| Repairs and Maintenance                                       | 87,500.00                                    | 475.00                          | 0.00                                                                   | 475.00             | 62,500.00                          | (25,000.00)                                        |
| Depreciation & Impairment                                     | 7,000.00                                     | 0.00                            | 0.00                                                                   | 0.00               | 7,000.00                           | 0.00                                               |
|                                                               | 95,500.00                                    | 1,213.15                        | 0.00                                                                   | 1,213.15           | 70,500.00                          | (25,000.00)                                        |
| <u>Supplies and Services</u>                                  |                                              |                                 |                                                                        |                    |                                    |                                                    |
| Financial Assistance                                          | 100,000.00                                   | 1,286.00                        | 76,611.00                                                              | 77,897.00          | 100,000.00                         | 0.00                                               |
| Administration Charges                                        | 10,000.00                                    | 6,500.00                        | 0.00                                                                   | 6,500.00           | 10,000.00                          | 0.00                                               |
| Printing, Stationery, Advertising and Postages                | 500.00                                       | 0.00                            | 0.00                                                                   | 0.00               | 500.00                             | 0.00                                               |
|                                                               | 110,500.00                                   | 7,786.00                        | 76,611.00                                                              | 84,397.00          | 110,500.00                         | 0.00                                               |
| <u>Christmas Events</u>                                       |                                              |                                 |                                                                        |                    |                                    |                                                    |
| Rent, Rates & Feu Duties (storage for Christmas lights)       | 14,000.00                                    | 11,928.31                       | 0.00                                                                   | 11,928.31          | 14,000.00                          | 0.00                                               |
| Electricity                                                   | 300.00                                       | 0.00                            | 0.00                                                                   | 0.00               | 300.00                             | 0.00                                               |
| Erect, Dismantle and Maintain Christmas Lights                | 23,000.00                                    | 0.00                            | 11,500.00                                                              | 11,500.00          | 34,500.00                          | 11,500.00                                          |
| Switch on Ceremony                                            | 39,000.00                                    | 0.00                            | 10,000.00                                                              | 10,000.00          | 49,000.00                          | 10,000.00                                          |
|                                                               | 76,300.00                                    | 11,928.31                       | 21,500.00                                                              | 33,428.31          | 97,800.00                          | 21,500.00                                          |
| <b>Total Expenditure</b>                                      | <b>282,300.00</b>                            | <b>20,927.46</b>                | <b>98,111.00</b>                                                       | <b>119,038.46</b>  | <b>278,800.00</b>                  | <b>(3,500.00)</b>                                  |
| <b>Income</b>                                                 |                                              |                                 |                                                                        |                    |                                    |                                                    |
| Rents, Fees & Charges                                         | 236,000.00                                   | 136,221.30                      | 0.00                                                                   | 136,221.30         | 236,000.00                         | 0.00                                               |
| Interest on Investments                                       | 10,000.00                                    | 3,750.83                        | 0.00                                                                   | 3,750.83           | 10,000.00                          | 0.00                                               |
| Fishing Permits                                               | 1,400.00                                     | 713.81                          | 0.00                                                                   | 713.81             | 1,400.00                           | 0.00                                               |
| <b>Total Income</b>                                           | <b>247,400.00</b>                            | <b>140,685.94</b>               | <b>0.00</b>                                                            | <b>140,685.94</b>  | <b>247,400.00</b>                  | <b>0.00</b>                                        |
| <b>Surplus/(Deficit)</b>                                      | <b>(34,900.00)</b>                           | <b>119,758.48</b>               | <b>(98,111.00)</b>                                                     | <b>21,647.48</b>   | <b>(31,400.00)</b>                 | <b>3,500.00</b>                                    |
| Opening Balance 01/04/16                                      | 1,273,296.78                                 |                                 |                                                                        |                    | 1,273,296.78                       |                                                    |
| Surplus /(Deficit) for year                                   | (34,900.00)                                  |                                 |                                                                        |                    | (31,400.00)                        |                                                    |
| <b>Projected Closing Balance</b>                              | <b>1,238,396.78</b>                          |                                 |                                                                        |                    | <b>1,241,896.78</b>                |                                                    |
| Earmarked in Reserves:-                                       |                                              |                                 |                                                                        |                    |                                    |                                                    |
| 2-4 North Methven Street, Perth - upgrade works               |                                              |                                 |                                                                        |                    | (25,000.00)                        |                                                    |
| <b>Projected Uncommitted Closing Balance at 31 March 2017</b> | <b>1,238,396.78</b>                          |                                 |                                                                        |                    | <b>1,216,896.78</b>                |                                                    |

**Financial Assistance**

| <u>Actual</u>                                                                                           | <u>Amount</u>     | <u>Meeting</u> |
|---------------------------------------------------------------------------------------------------------|-------------------|----------------|
| Ad-Lib Theatre Arts - Purchase of equipment (final instalment)                                          | £ 125.00          | 25/06/2014     |
| Bowerswell Social Fund - outing to Perth Amateur Operatic Group's production 9 April 2016 for 23 people | £ 161.00          | 18/05/2016     |
| Street Dance Crew - UDO World Street Dance Championships August 2016                                    | £ 1,000.00        | 18/05/2016     |
|                                                                                                         | <u>£ 1,286.00</u> |                |
| <u>Committed</u>                                                                                        | <u>Amount</u>     | <u>Meeting</u> |
| J.D. Fergusson Arts Awards Trust - J.D. Awards Competition 2016/17                                      | £ 2,000.00        | 18/05/2016     |
| Our Lady's Primary School Parent Council - outing to Edinburgh Zoo 17 June 2016 for 240 pupils          | £ 700.00          | 18/05/2016     |
| St John's R.C. Academy Parent Council - Pupil Awards Ceremony June 2016                                 | £ 1,500.00        | 18/05/2016     |
| Perthshire Musical (Competition) Festival Association - Annual Competition March 2016                   | £ 1,500.00        | 18/05/2016     |
| Tulloch Primary School Parent Council - trip to Camperdown Park June 2016 for 346 pupils                | £ 700.00          | 18/05/2016     |
| Breathe Easy Perthshire - Summer outing to Brechin Castle Garden Centre 19 May 2016 for 35 people       | £ 245.00          | 18/05/2016     |
| Wednesday Tea Dance - outing to Dumfries Aug 2016                                                       | £ 175.00          | 18/05/2016     |
| Perth and Kinross Association of Voluntary Services - carers family fun day June 2016                   | £ 1,000.00        | 18/05/2016     |
| Perth and Kinross Credit Union - grant towards cost of upgrading its IT facilities                      | £ 3,730.00        | 18/05/2016     |
| Perth Highland Games - equipment rental and advertising costs for Perth Highland Games 2016             | £ 7,253.00        | 18/05/2016     |

**PERTH COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 31 AUGUST 2016 FOR FINANCIAL YEAR 2016/17**

|                                                                                                 |                           |                       |                           |
|-------------------------------------------------------------------------------------------------|---------------------------|-----------------------|---------------------------|
| Perth and District YMCA - rental costs, shower upgrade and travel costs                         | £ 3,700.00                | 18/05/2016            |                           |
| 2 Perth Grammar School pupils - Iowa Exchange Programme Oct 2016                                | £ 600.00                  | 22/06/2016            |                           |
| JSK Perth Club - purchase of equipment for a new training venue                                 | £ 1,645.00                | 22/06/2016            |                           |
| MacMillan Cancer Support-Perth Committee - Event on 5-7 May 16 at the Royal George Hotel, Perth | £ 114.00                  | 22/06/2016            |                           |
| Young Person attending the Northern Ballet School over 3 years                                  | £ 150.00                  | 22/06/2016            |                           |
| Fair City Baton Twirlers - attending Dardas Diamond Summer School for 5 participants July 2016  | £ 500.00                  | 22/06/2016            |                           |
| Revive Youth Project - trip to Alton Towers for 7 young people 17-19 June 2016                  | £ 600.00                  | 22/06/2016            |                           |
| Young Person - attending Under 16 Golf Scotland Team                                            | £ 150.00                  | 22/06/2016            |                           |
| PKAVS - Big Spring Event 28 May 2016                                                            | £ 170.00                  | 22/06/2016            |                           |
| Scottish Fire and Rescue - Safe Drive, Stay Alive Event 13-14 Nov 2016                          | £ 1,680.00                | 22/06/2016            |                           |
| St John's Kirk - 7 carillon recitals in 2016                                                    | £ 1,000.00                | 22/06/2016            |                           |
| Royal Scottish Geographical Society - draught-proofing and double glazing the Fair Maid's House | £ 2,322.00                | 22/06/2016            |                           |
| Perthshire Chamber of Commerce - Perthshire On A Plate event 5 & 6 August 2016                  | £ 6,150.00                | 22/06/2016            |                           |
| Perth Grammar School - prizegiving event on 27 June 2016                                        | £ 2,363.00                | 22/06/2016            |                           |
| Methven Community Council - Medal Awards and Certificates                                       | £ 750.00                  | 22/06/2016            |                           |
|                                                                                                 | <u>£ 40,697.00</u>        |                       |                           |
| <b><u>Under Consideration</u></b>                                                               | <b><u>Amount</u></b>      | <b><u>Meeting</u></b> |                           |
| Perth & District Badminton Association - Scottish Badminton Championships Feb 2017              | £ 3,000.00                | 05/10/2016            |                           |
| Perth YMCA - Perth Alive 2016                                                                   | £ 2,000.00                | 05/10/2016            |                           |
| Headway Perth and Kinross - summer outing to Fife Coast on 20 Aug 2016                          | £ 343.00                  | 05/10/2016            |                           |
| Perth & Strathearn 200 Round Table - Perth Fireworks & Bonfire Display 5 Nov 2016               | £ 15,450.00               | 05/10/2016            |                           |
| St. Johns RC Academy - Hong Kong Exchange Programme Oct 2016 (4 pupils)                         | £ 1,000.00                | 05/10/2016            |                           |
| Perth Sub Aqua Club - purchase of new trailer                                                   | £ 769.00                  | 05/10/2016            |                           |
| Perth Chamber Music Society - Celebration Concert Season Oct 2016 to April 2017                 | £ 200.00                  | 05/10/2016            |                           |
| Vale of Atholl Pipers Association - Pipe band development Programme Oct 2016 to Sept 2017       | £ 1,750.00                | 05/10/2016            |                           |
| Perth Academy - Lille trip Dec 2016 (1 pupil)                                                   | £ 185.00                  | 05/10/2016            |                           |
| Music in Hospitals - 10 concerts in care units Oct 2016 to March 2017                           | £ 1,050.00                | 05/10/2016            |                           |
| Tulloch Primary School Parent Council - school panto on 30 Nov 2016                             | £ 450.00                  | 05/10/2016            |                           |
| Jar of Jewels - 2 multicultural events Oct 2016 to April 2017                                   | £ 1,000.00                | 05/10/2016            |                           |
| South Perth Community Partnership - Fun Day 17 Sept 2016 and purchase of Christmas Lights       | £ 1,873.00                | 05/10/2016            |                           |
| Perth Polish Group - cultural event on 10 Dec 2016                                              | £ 400.00                  | 05/10/2016            |                           |
| Adventure Circus - circus showcase Nov 2016                                                     | £ 1,059.00                | 05/10/2016            |                           |
| Scottish Brass Band Association - 26 & 27 Nov 2016                                              | £ 3,500.00                | 05/10/2016            |                           |
| The Friendly Group - Christmas party and bus trip                                               | £ 210.00                  | 05/10/2016            |                           |
| Bowerswell Social Tenants Group - Christmas Party                                               | £ 175.00                  | 05/10/2016            |                           |
| Perthshire Chinese Community Association - Chinese New Year 30 January 2017                     | £ 1,500.00                | 05/10/2016            |                           |
| St. Ninians Cathedral - restoration project Jan 2017 to Sept 2019                               | £ -                       | 05/10/2016            | Funding request: £150,000 |
| St. Johns's Kirk of Perth Trust - emergency repairs                                             | £ -                       | 05/10/2016            | Funding request: £40,000  |
|                                                                                                 | <u>£ 35,914.00</u>        |                       |                           |
| <b>Total</b>                                                                                    | <b><u>£ 77,897.00</u></b> |                       |                           |