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Council Building
2 High Street
Perth
PH1 5PH

18 September 2019

A Meeting of the **Perth Common Good Fund Committee** will be held in **the Council Chamber, 2 High Street, Perth, PH1 5PH** on **Wednesday, 25 September 2019** at **09:00**.

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

KAREN REID
Chief Executive

Those attending the meeting are requested to ensure that all electronic equipment is in silent mode.

Please note that the meeting will be recorded and will be publicly available on the Council's website following the meeting.

Members:

Councillor Andrew Parrott (Convener)	Councillor Willie Wilson
Councillor Chris Ahern	
Councillor Bob Band	
Councillor Peter Barrett	
Councillor Audrey Coates	
Councillor Harry Coates	
Councillor Dave Doogan	
Councillor Eric Drysdale	
Councillor Murray Lyle	
Councillor Sheila McCole	
Councillor John Rebbeck	

Perth Common Good Fund Committee

Wednesday, 25 September 2019

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**
- 2 DECLARATIONS OF INTEREST**
- 3 MINUTE OF MEETING OF THE PERTH COMMON GOOD FUND COMMITTEE OF 19 JUNE 2019 FOR APPROVAL** **5 - 6**
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE** **7 - 20**
Report by Depute Chief Executive (copy herewith 19/255)
- 6 BONFIRE AND FIREWORKS DISPLAY EVENT ON 5 NOVEMBER 2019** **21 - 26**
Report by Depute Chief Executive (copy herewith 19/257)
- 7 PERTH CHRISTMAS LIGHTS FESTIVAL** **27 - 32**
Report by Executive Director (Housing and Environment) (copy herewith 19/258)
- 8 2019/20 FINANCIAL STATEMENT** **33 - 38**
Report by Head of Finance (copy herewith 19/256)

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 VARIOUS PERTH HARBOUR GROUND LEASES CONSENT TO AGREE RENT REVIEWS**

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PERTH AND KINROSS COUNCIL
PERTH COMMON GOOD FUND
19 JUNE 2019

PERTH COMMON GOOD FUND COMMITTEE

Minute of meeting of the Perth Common Good Fund Committee held in the Council Chamber, Ground Floor, Council Building, 2 High Street, Perth on Wednesday 19 June 2019 at 9.00am.

Present: Councillors A Parrott, C Ahern, B Band, A Coates, D Doogan, E Drysdale, M Lyle, S McCole, J Rebbeck and W Wilson.

In Attendance: D Coyne, C Flynn, C Holgate, L Haxton, J Lawson, M Mahmood, K Molley and J Salisbury (all Corporate and Democratic Services).

Apologies: Councillors P Barrett and H Coates

Councillor A Parrott, Convener, Presiding.

321. WELCOME AND APOLOGIES

Councillor A Parrott welcomed all present to the meeting.

The Convener advised the Committee that the Tay Foundation application in Art. 325 had been withdrawn.

322. DECLARATIONS OF INTEREST

In terms of the Councillors' Code of Conduct, Councillor C Ahern declared a non-financial interest in Art.325(5).

323. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Perth Common Good Fund Committee of 24 April 2019 (Arts.201-207) was submitted, approved as a correct record and authorised for signature.

324. MATTERS ARISING

There were no matters arising.

325. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by the Chief Executive (19/183) asking Perth Common Good Fund Committee to consider 6 applications for financial assistance (four for small grants and two for capital grants).

Resolved:

(1) Friends of St John's Kirk of Perth

Friends of St John's Kirk of Perth be awarded a grant of £247 towards the costs of a St John's Carillon Recording. The Committee requested a report back on the activity to a future meeting.

PERTH AND KINROSS COUNCIL
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- (2) **Headway Perth and Kinross**
Headway Perth and Kinross be awarded a grant of £224 towards the costs of a summer coach trip to Dunfermline.
- (3) **Jar of Jewels**
Jar of Jewels be awarded a grant of £822 towards the costs of a Pakistan Independence Day Celebration. The Committee requested a report back on the activity to a future meeting.
- (4) **PKAVS Mental Health and Wellbeing Hub**
PKAVS Mental Health and Wellbeing Hub be awarded a grant of £1,329 towards the costs of Open Studios leading to an End of Year Production.
- (5) **North Inch Bowling and Sports Club**
North Inch and Bowling Sports Club be awarded a grant of £2,037 towards the costs of Phase 2 of a Club House Extension.
- (6) **River Tay Community Sport Hub**
River Tay Community Sport Hub be awarded a grant of £600 towards the costs of the purchase of a Defibrillator.

326. 2018/19 & 2019/20 FINANCIAL STATEMENTS

There was submitted a report by the Head of Finance (19/184) including the 2018/19 Unaudited Financial Statement and 2019/20 Financial Statement to 26 May 2019 and the projected outturn to 31 March 2020.

Resolved:

- (i) The Perth Common Good Fund Unaudited Financial Statement to 31 March 2019 as set out in Appendix 1 to Report 19/184, be noted.
- (ii) The Perth Common Good Fund Financial Statement to 26 May 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 2 to Report 19/184, be noted.
- (iii) The Committee requested an update be brought to the next meeting of the Perth Common Good Fund Committee on the works at 2 North Port shop and Harbour End Store.

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## PERTH COMMON GOOD FUND COMMITTEE

25 September 2019

### Applications for Financial Assistance

#### Report by Depute Chief Executive (Report No. 19/255)

The report asks Perth Common Good Fund Committee to consider 12 applications for financial assistance (11 for small grants and one for capital grants).

## 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 and Kinross and has a statutory duty in terms of section 15 of the Local Government etc. (Scotland) Act 1994 to administer this land and property “having regard to the interests of the inhabitants” of those former burghs. This duty also applies to the administration of the associated Common Good Funds.
- 1.2 Local residents and organisations can apply to Common Good Funds for support to develop projects in the Common Good area. These grants allow individuals and local organisations to carry out a wide range of community based activities. Retrospective applications are not accepted. However, if an application is received before the project takes place and cannot be considered at the following meeting because papers have already been issued, the application will be considered at the next meeting even if the activities have taken place. 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 Applications to Common Good Funds vary across the different former burghs of Perth and Kinross. The Perth Common Good Fund is larger, and receives a much higher number of applications than the other Funds. Therefore, additional criteria are applied to assist with assessing applications (see Appendix 1).
- 1.4 The 2019/20 Financial Assistance budget for Perth Common Good Fund was approved by this Committee at the meeting on 27 February 2019 ([Report 19/55](#) refers). The approved budget, the value of funding approved to date, together with the remaining budget and value of applications to be considered at this meeting is summarised below:

|                                                     |                |
|-----------------------------------------------------|----------------|
| <b>Approved 2019/20 Financial Assistance Budget</b> |                |
| Small Grants                                        | £60,000        |
| Capital Grants                                      | £40,000        |
| <b>Value of grants committed</b>                    |                |
| Small Grants                                        | £20,891        |
| Capital Grants                                      | £8,937         |
| <b>Remaining Financial Assistance Budget</b>        |                |
| Small Grants                                        | <b>£39,109</b> |

|                                                                                         |                |
|-----------------------------------------------------------------------------------------|----------------|
| Capital Grants                                                                          | <b>£31,063</b> |
| <b>Value of applications to be considered at Committee meeting on 29 September 2019</b> |                |
| Small Grants                                                                            | £17,901        |
| Capital Grants                                                                          | £250           |

## **2. PROPOSALS**

### **SMALL GRANTS**

#### **Inspire Dance Studios Fundraising Group**

- 2.1 An application for £1,990 has been received from Inspire Dance Studio Fundraising Group, seeking to perform at Disneyland Paris this summer (11<sup>th</sup>-13<sup>th</sup> August). Although this trip has already taken place, the application was received before the trip and is therefore eligible for funding. They are seeking financial assistance to help fund 19 dance students (13 of whom live in Perth) to take part in the performance. The cost of the trip for the 3 days excursion is £3,980. The group have engaged in fundraising activities to support the trip and have provided new uniforms for the performance. The group have not previously benefitted from the fund. It is recommended that the Perth Common Good Fund Committee award a grant of £650 in line with criterion 9.7. The grant will help support 13 dance students from Perth to perform abroad.

#### **Recommendation**

- 2.2 Inspire Dance Studios Fundraising Group be awarded a grant of £650 to support this performance.

#### **Lynx Club**

- 2.3 An application has been received for £631 from The Lynx Club based at Fairview School. The Lynx Club offers support to improve the wellbeing of young people experiencing hearing loss across Perth and Kinross. Ten pupils currently attend the group which meets four times a year. The Council's Hearing Support Service intends to invite 33 children and young people impacted by hearing loss to the club (40% are from Perth). The group is requesting £631 to pay for activities such as bowling, pizza making and water sports. The club offers peer support for children facing the possibility of partial or total hearing loss as well as a chance for parents with children impacted by hearing loss to network. It is recommended that Perth Common Good Fund Committee consider awarding a grant in line with criterion 9.8 and no financial recommendation is made by officers. The funding will help improve the wellbeing of young people impacted by hearing loss.

#### **Recommendation**

- 2.4 In line with guidance, the Committee is asked to consider the request and no financial recommendation is made by Officers.



### **Craigie and Moncreiffe Church Youth Project- Healthy Lives**

- 2.5 An application has been received from Craigie and Moncreiffe Youth Project (Revive Youth Project), seeking financial assistance of a sum of £600 to deliver their Healthy Living project. The group supports young people aged 10 - 25 to reach their potential. The funding would support their 'Healthy Lives' project which aims to upskill 30 young people from Perth on making healthy meals. The Church will be providing in kind contributions of the Hall and kitchen equipment at a value of £1,350. The 30 sessions will be led by an experienced volunteer. The 'Healthy Lives' project aims to: deliver meal making training sessions, support community meals and give young people the opportunity to gain accreditation for these skills through Youth Scotland's Dynamic Youth Awards, Hi5 Awards and Food Hygiene certificates through Perth College UHI. Young people identified that healthy food preparation is a key skill they want to learn for personal development and seeking employment opportunities. The £600 will be spent on food for the sessions; food made during this session will be consumed by the local community. The Craigie/ Moncreiffe Youth Group has not previously benefitted from the Perth Common Good Fund. It is recommended that the Perth Common Good Fund Committee award a grant of £240 under criteria 9.2 (see Appendix 1). The grant will help young people in Perth gain new skills.

#### **Recommendation**

- 2.6 Craigie and Moncreiffe Youth Project be awarded a grant of £240 to support the Healthy Lives Project.

### **Craigie and Moncreiffe Church Youth Project – excursion**

- 2.7 An application has been received from Craigie and Moncreiffe Youth Project (Revive Youth Project) seeking financial assistance of a sum of £550 for an excursion for 30 young people from Perth upon completion of the 'Healthy Lives' Project. The young people will be going to Ryze in Dundee. It is recommended Perth Common Good Fund Committee award a grant of £210 in line with Criterion 9.6.

#### **Recommendation**

- 2.8 Craigie and Moncreiffe Youth Project be awarded a grant of £210 to support their excursion.

### **Phoenix Youth Project**

- 2.9 An application of £1,500 has been received from The Phoenix Youth Project seeking funding towards their 'Boost Project' aiming to get the 50 young people all from Perth aged between 9-19 involved in fitness. The cost of the grant will cover ten fitness sessions, volunteer expenses, promotional leaflets and refreshments. The Phoenix Youth Group Project has not benefitted from the Perth Common Good Fund before. It is recommended that Perth Common

Good Fund Committee award a grant of £600 in line with Criterion 9.2. The grant will allow young people to benefit from a fitness programme.

### **Recommendation**

- 2.10 Phoenix Youth Project be awarded a grant of £600 towards the cost of their fitness programme.

### **Tulloch Primary School Parent Council**

- 2.11 An application for £420 has been received from Tulloch Primary School Parent Council to host a pantomime for pupils on campus. The pantomime is an opportunity for all 470 school children to enjoy a performance by M&M productions. Perth Common Good Fund has previously provided a grant in 2019/20 of £700 towards their summer trip. The total cost to put on this performance is £1,050 and the group are seeking funding to cover 40% of this cost. It is recommended the Perth Common Good Committee award Tulloch Parent Council a grant of £420 in line with criterion 9.2. The grant will enable pupils at Tulloch Primary School to enjoy a pantomime before their Christmas break.

### **Recommendation**

- 2.12 Tulloch Primary School Parent Council be awarded £420 towards the performance.

### **Gaelic Society of Perth**

- 2.13 An application for £1,250 has been received from the Gaelic Society of Perth to support their ceilidh programme. The programme will run one event each month on a Friday between September and March in St Matthews Church Hall. The ceilidh will feature: singers, musicians, poets, storytellers, etc. The total cost of this programme is expected to be £1,750. The event will be ticketed and open to the public. More than half of the expected attendees live in the Common Good area of Perth. The grant would be directed towards performer/ artistic fees and promotion. The Gaelic Society of Perth intends to use this programme of cultural events to promote and raise interest in Perth's Gaelic heritage and the society in the run up to the Royal National Mòd being held in Perth in 2021. The events will cater to Gaelic speakers, learners and non- Gaelic speakers. In line with Perth Common Good criteria 9.2 it is recommended that the committee award a grant of £350 to support the Gaelic event programme. The grant will be used to celebrate Perth's Gaelic culture.

### **Recommendation**

- 2.14 Gaelic Society of Perth be awarded a grant of £350 towards their ceilidh programme.

## **Hearts & Minds**

- 2.15 An application for £1,000 has been received from Hearts & Minds to support the group's performance programme in the Murray Royal Dementia Unit. The Elderflower Programme is specially designed to support people with dementia who are often feeling emotionally and socially isolated. Trained performers visit the hospital weekly throughout the year (40 times) to perform for patients, visitors and staff. The Elderflower Programme evaluations and feedback shows their visits helps reduce stress and anxiety for patients at Murray Royal. The total cost of delivering the Perth programme is £22,888. The group received £1,000 support for the project last year. It is recommended that Perth Common Good Fund Committee consider awarding a grant in line with criterion 9.8 and no financial recommendation is made by officers. The funding will help people and the families of people suffering with dementia at Murray Royal Hospital.

### **Recommendation**

- 2.16 In line with guidance, the Committee is asked to consider the request and no financial recommendation is made by Officers

## **Scottish Chamber Orchestra-Perth Concert Series**

- 2.17 An application has been received for £10,000 from the Scottish Chamber Orchestra, seeking a grant towards the costs of a Perth Concert Series (taking place between September 2019 and June 2020) and Creative Learning Sessions. The project is being run jointly by Scottish Chamber Orchestra along with BBC Scottish Symphony Orchestra, Royal Scottish Orchestra and Horsecross Arts. The total cost of the project is £313,698, which includes 6 core concerts (£186,708), the extra concerts programme (£73,800), creative learning session (£35,000), transport cost for Schools (£5,190), additional marketing (£7,500) and project co-ordinator cost (£5,500). Other sources of funding include £228,698 from the groups organising this event, ticket sales and a grant of £75,000 from Gannochy Trust. The Perth Concert Series has previously benefited from the fund in 2018/19 (£8,500) and in 2017/18 (£9,500 and £3,150), It is recommended that Perth Common Good Fund Committee award a grant of £10,000 in line with criterion 9.2. The grant will contribute to promoting event tourism and creative learning in Perth.

### **Recommendation**

- 2.18 Scottish Chamber Orchestra be awarded a grant of £10,000 towards the costs of a Perth Concert Series and Creative Learning Sessions.

## **Perth Autism Support**

- 2.19 An application for financial support of £800 has been made by Perth Autism Support to support their two Christmas Parties. Perth Autism Support provides support for children and young people on the autism spectrum. Christmas can be a difficult time of year for autistic children due to changes in school

timetables and family routines. Children with autism often miss out on Christmas parties at school and other clubs because they find parties to be a stressful environment. Perth Autism Support ensure children do not miss out on having a Christmas Party. The total cost of the party is £3,060. Staff costs will be met by Perth Autism and the Perth Common Good fund has been asked to fund: the venue hire, food and presents for 40 children. In addition to the two parties there is a Christmas meal planned for ten young adults. Perth Autism's register shows 66% of the 800 families registered for the service live in Perth. In line with Criteria 9.2 it is recommended that Perth Common Good Committee award a grant of £800 to support the Christmas Party.

### **Recommendation**

- 2.20 Perth Autism be awarded a grant of £800 towards their Christmas Party.

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

- 2.21 An application for £3,000 has been received from Perth & District Badminton Association seeking support to hold the Scottish National Badminton Championship 2020. The event will see Scotland's top badminton players compete against each other for national titles. Having this event in Perth will enable local clubs, schools and Perth residents to see Scotland's top players in action. The Association intends to run a mixed gender under 11s event in conjunction with the championship to allow local children to participate. The event is expected to bring people into Perth during the event being held between 31 January and 2 February 2020. The event has support from Bell's Sport Centre and local businesses. An economic impact assessment in 2018 indicated the event generated £31,000 economic benefit to Perth. The event is expected to cost £15,650 which includes hall hire, accommodation for officials, catering, prize fund, trophies, publicity and court set up. The Association will be charging an entry fee for the event. The Association has previously benefitted from a grant of £3,000 in 2018 and 2017 for staging the championship. It is recommended that Perth Common Good Committee award a grant of £3,000 to support Perth hosting the Scottish National Badminton Championship 2020 in line with criterion 9.2.

### **Recommendation**

- 2.22 Perth & District Badminton Association be awarded a grant of £3,000 towards the cost of hosting the Scottish National Badminton Championship 2020.

## **CAPITAL GRANTS**

### **Letham Climate Challenge**

- 2.23 An application for £1,000 has been received from Letham Climate Challenge to support the group to deliver community activities. Letham Climate Challenge are seeking funding to support the creation of a new "workspace" and the grant would fund equipment which includes sewing machines, other

equipment and a projector. The groups have received £500 worth of recycled equipment to support the creation of the workspace. The workspace will be used by a part-time worker who will use the space to run workshops for local school children to educate them on climate change and how their behaviours can reduce it. It is recommended that Perth Common Good Fund Committee consider awarding a grant of £250 in line with criterion 10.3. The funding will also enable the group to run sewing workshops and teach people how to save and repair clothes.

### Recommendation

- 2.24 Letham Climate Challenge is awarded a grant of £250 towards the cost of buying equipment.

## 3. CONCLUSION AND RECOMMENDATIONS

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

### Author

| Name                | Designation                                  | Contact Details                                                                          |
|---------------------|----------------------------------------------|------------------------------------------------------------------------------------------|
| Lee Haxton          | Community Planning Policy Team Leader        | <a href="mailto:PKGrantsDirect@pkc.gov.uk">PKGrantsDirect@pkc.gov.uk</a><br>01738 477834 |
| Christopher Holgate | Community Planning Policy & Research Officer |                                                                                          |

### Approved

| Name          | Designation                                        | Date           |
|---------------|----------------------------------------------------|----------------|
| Jim Valentine | Depute Chief Executive/<br>Chief Operating Officer | September 2019 |

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## ANNEX

### 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 2019/20 Financial Assistance budget.

### **3. Assessments**

#### **Equality Impact Assessment**

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

#### **Strategic Environmental Assessment**

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

#### **Sustainability**

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

### **4. Consultation**

#### **Internal**

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

### **5. BACKGROUND PAPERS**

- 5.1 13 applications for financial assistance.

## **6. APPENDICES**

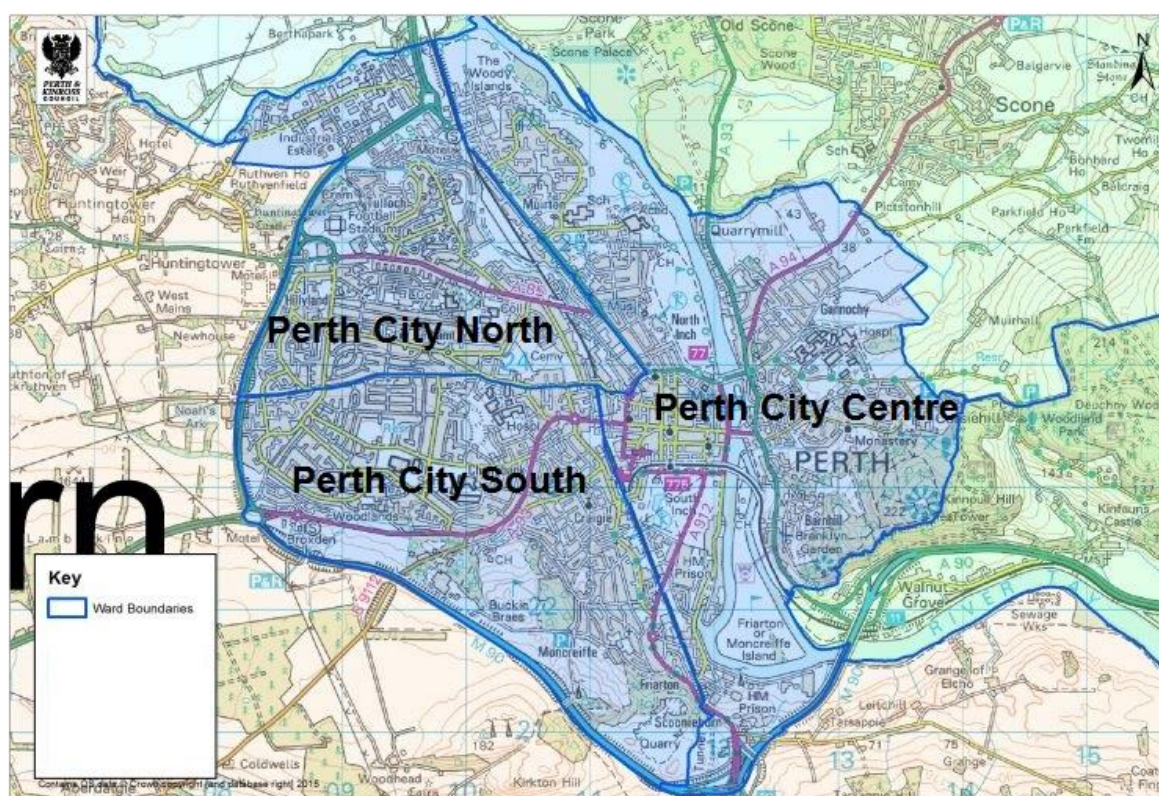
### **6.1 Appendix 1 – Perth Common Good Fund Criteria.**



## Appendix 1

# **PERTH COMMON GOOD FUND REVISED FINANCIAL ASSISTANCE CRITERIA**

1. All grants are awarded at the discretion of the Perth Common Good Fund Committee.
2. Within the boundary of the Perth Common Good area and if funding is available, applications will be considered from individuals and groups for projects or activities which demonstrate benefit to the residents of the City of Perth.
3. The Perth Common Good area is restricted to Elected Member Ward 10 Perth City South, Ward 11 Perth City North, and Ward 12 Perth City Centre.  
Applications for financial assistance from individuals residing or groups operating outwith the boundary of the Perth Common Good area must clearly demonstrate that the project or activity to be undertaken will provide benefit to the residents of the City of Perth.



4. Applications for financial assistance from schools and school groups (e.g. Parent Councils) within the Perth Common Good area will be considered regardless of where participating pupils reside.

5. The Financial Year for the Perth Common Good Fund covers the period 1 April to 31 March. The Perth Common Good Fund Committee meets five times per year to consider applications for financial assistance and other business matters; Committee meeting and application deadline dates are available at Perth & Kinross Council Grants Direct [Community advice - grants - Perth & Kinross Council](#).
6. Applications for financial assistance must be submitted to the Perth Common Good Fund Committee in advance of the project or activity taking place. Retrospective applications where expenditure is incurred during the time between the application submission deadline date and the date of the Committee meeting will be considered however the applicant must be aware that funding may not be approved by Committee.
7. A separate Capital Grants fund will be maintained to support applications for financial assistance towards the funding of building improvement works, and the acquisition of equipment. Applications for Capital Grant funding assistance should be submitted to the first Perth Common Good Fund Committee meeting of the new financial year, which normally takes place during April or May. The Capital Grants fund will normally close until commencement of the next financial year, however the Committee may consider late applications if Capital Grant funding remains available.
8. The following conditions shall apply to all applications for financial assistance:-
  - 8.1 The application for financial assistance must demonstrate that the funding will provide benefit to the residents of the City of Perth. The Perth Common Good Fund Committee must be satisfied that all disbursements from the fund meet this requirement and the Committee decision in this regard is full and final.
  - 8.2 The Perth Common Good Fund should not be viewed as a resource to supplement the funding of Council services; applications for financial assistance from Council services are therefore not encouraged. Any application submitted by a Council service will be considered by the Perth Common Good Fund Committee on its own merits.
  - 8.3 All awards must be claimed on completion of the project or within three months of the activity taking place. Funding for awards not claimed will be returned to the Fund.
9. Small Grants:-
  - 9.1 Applications for financial assistance will be considered by the Perth Common Good Fund Committee in line with the criteria below:-

## 9.2 Organisation of events/games/festivals including prize awards:-

- a) No entry fee payable by the public: up to maximum of 40% of the total actual costs.
- b) Entry fee payable by the public (commercial event): up to a maximum of 20% of the total actual costs subject to the submission of an evidenced Income & Expenditure account for the event.
- c) In the event that the Common Good funding of a commercial event results in a profit, the level of funding award will be reduced accordingly.
- d) In the event that the commercial event is loss making, the Common Good funding may be used to underwrite the loss, subject to the level of funding approved by Committee.
- e) Grants will not be paid for any event/games/festival which are cancelled following the approval of funding by Committee.

## 9.3 Hire of hall and provision of prizes for school prize giving ceremonies – up to a maximum of 40% of total costs.

## 9.4 Voluntary work overseas by individuals:-

- 6 months or more: up to £400 per individual
- Up to 6 months: up to £250 per individual

## 9.5 Attendance at summer schools/events by individuals or groups of up to 5:-

- More than 2 weeks: up to £150 per individual
- One to two weeks: up to £100 per individual

## 9.6 Excursions/Parties (up to two applications per year per group):-

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

## 9.7 Visits or trips by and from School/Youth/Sport/Music groups:-

- For groups of between 6 and 10 people, a flat contribution of £500.
- For groups of 11 or more; a contribution of £50 per person to a maximum of £1,000 for youth groups, senior citizen or vulnerable groups for activities of one week or more.

9.8 Any other purpose where it can be demonstrated that there is a benefit to the residents of the City of Perth.

#### 10. Capital Grants:-

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

10.2 It is expected that the total funding available will be fully committed at the first meeting of the Perth Common Good Fund Committee at the start of the new financial year. In the event that funding is not fully committed, the Common Good Fund Committee may choose to either roll forward the unallocated funding to the next financial year, or consider further applications during the year.

10.3 Acquisition of equipment and uniforms - consideration on merits up to a maximum of 25% of total cost, subject to the budget available.

10.4 Provision and improvement of buildings - consideration on merits up to a maximum of 25% of total cost and up to £50,000, subject to the budget available. Note that the facilities must be available to the general public.

#### 11. Expenditure which is not eligible for funding awards:-

11.1 Assistance with further or higher education fees

11.2 Charity fundraising e.g. sponsored walk/cycle/bungee etc.

11.3 Town twinning activities

11.4 Organisations with religious or political associations where there are restrictions on usage or availability

11.5 Core funding of the voluntary sector

11.6 Assistance with day to day running costs e.g. the rental of premises, employee costs etc.

## PERTH COMMON GOOD FUND COMMITTEE

25 September 2019

### Bonfire and Fireworks Display Event on 5 November 2019

#### Report by Depute Chief Executive (Report No.19/257)

The report provides details of the Bonfire and Fireworks event on 5 November 2019 to be organised by the Perth and Strathearn 200 Round Table and a request for additional funding from Perth Common Fund Committee.

## 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 and Kinross and has a statutory duty in terms of section 15 of the Local Government etc. (Scotland) Act 1994 to administer this land and property “having regard to the interests of the inhabitants” of those former burghs. This duty also applies to the administration of the associated Common Good Funds.
- 1.2 The Common Good Funds have traditionally demonstrated their support to local residents and organisations by distributing grants. These grant awards allow individuals and local organisations to carry out a wide range of community based activities.
- 1.3 The 2019/20 Financial Assistance budget for Perth Common Good Fund was approved by this Committee at the meeting on 27 February 2019 ([Report 19/55](#) refers). The approved budget includes an allocation of £15,000 to support the Perth Fireworks and Bonfire Display on 5 November 2019.
- 1.4 This report outlines how this funding will be used and includes an application for additional funding.

## 2. PROPOSALS

- 2.1 Perth and Strathearn 200 Round Table has organised this annual event for a number of years in collaboration with the Council, the local community and businesses. This is considered locally as a major event where the community can gather in large numbers on the Lesser South Inch in Perth and safely enjoy the sights and sounds of the display. Although the event is free of charge, the public can leave a donation. The Round Table uses the donations to support local causes (e.g. Churches Action for the Homeless, Fairview, Cornerstone). Tens of thousands of pounds have been raised and distributed over the years.
- 2.2 The Round Table is working with the Scottish Fire and Rescue Service. The event has received significant recognition in the local press, within the community and from officers at Perth Fire Station for providing a safe, centralised and accessible display for the people of Perth. It also limits the

number of smaller uncontrolled events where the risk of incidents is significantly increased. The Round Table proposes to promote a Bonfire/Fireworks safety campaign in local primary schools which will be run by volunteers.

- 2.3 In addition to the Bonfire and Fireworks Display, the event provides entertainment including: music, opportunities for local young talents, a funfair and food vendors.
- 2.4 It is estimated that the event will attract 8,000 people, supporting the local cafes and restaurants.
- 2.5 Perth and Strathearn 200 Round Table is a voluntary organisation and volunteers help to build the bonfire, erect safety barriers, patrol/manage the area, as well as clean and reinstate the site after the event. Many volunteers have been provided by local companies at no cost. Last year, it is estimated that 600 hours of labour were donated. Suppliers also offer reductions to support the event.
- 2.6 Although still to be finalised, the programme on 5 November 2019 is expected to be as follows:
- Set-up during the day
  - Fun fair to open at 6.00pm until 10.00pm
  - Music and entertainment on stage between 6.00pm and 7.30pm, and after the fireworks (tbc)
  - Bonfire to be lit at 7pm
  - Fireworks display at 7.30pm (18-20 minutes long)
  - Reinstatement on 6 November 2019
- 2.7 The total cost of the event is estimated at £23,240 including in-kind donations. The grant will cover the costs of the pyrotechnic fireworks display and additional costs associated with safety and logistical requirements for the event. The Perth Common Good Fund has been asked to provide £16,240, which is comprised of the £15,000 already earmarked earlier in the year and an additional £1,240 for further costs.

### **3. RECOMMENDATION**

- 3.1 The Committee consider allocating a grant of £16,240 to Perth and Strathearn 200 Round Table for the costs of the pyrotechnic fireworks display and the associated safety and logistical costs of running this event.

**Author**

| <b>Name</b>         | <b>Designation</b>                           | <b>Contact Details</b>                                                                   |
|---------------------|----------------------------------------------|------------------------------------------------------------------------------------------|
| Lee Haxton          | Community Planning Team Leader               | <a href="mailto:PKGrantsDirect@pkc.gov.uk">PKGrantsDirect@pkc.gov.uk</a><br>01738 477834 |
| Christopher Holgate | Community Planning Policy & Research Officer |                                                                                          |

**Approved**

| <b>Name</b>   | <b>Designation</b>                                 | <b>Date</b>      |
|---------------|----------------------------------------------------|------------------|
| Jim Valentine | Depute Chief Executive/<br>Chief Operating Officer | 9 September 2019 |

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## 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 2019/20 Financial Assistance budget.



### **3. Assessments**

#### Equality Impact Assessment

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

#### Strategic Environmental Assessment

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

#### Sustainability

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

### **4. Consultation**

#### Internal

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

### **2. BACKGROUND PAPERS**

- 1 application for financial assistance.

### **3. APPENDICES**

None.

## **PERTH AND KINROSS COUNCIL**

### **Perth Common Good Fund Committee**

**25 September 2019**

### **Perth Christmas Lights Festival**

#### **Report by Executive Director – Housing and Environment (Report No. 19/258)**

The report notes the activities for the Christmas Lights event on Saturday, 16 November 2019, is part of the overall Perth Winter Festival programme and seeks funding approval for the development of the event as a part of a weekend festival.

#### **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 over the past few years in terms of scale, scope and attendance. In 2018, it was estimated that there 91,000 visits to the city on the day of the Christmas Lights event.
- 1.2 At its meeting of 27 February 2019 (Report No. 19/55 refers) Perth Common Good Fund Committee approved the budget for financial year 2019/20 which includes a provision of £77,000 for Christmas related activities and events, with £40,000 from this allocated for the Christmas Lights Switch On event. This is scheduled for Saturday 16 November 2019. This report outlines the proposed breakdown of expenditure associated with the event.
- 1.3 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 in so doing. The winter programme has developed significantly over the past few years. The Christmas Lights event remains as a stand out feature and has established a reputation as a major public event in the area's annual calendar.
- 1.4 The development of a strong year round events and festivals portfolio is an important contributor to efforts to reinforce the city's and wider area's credentials as a cultural and events tourism destination. An objective of the Winter Festival and in particular the Christmas Lights event, is to market a weekend festival for residents and the wider visitor market.
- 1.5 Events and marketing expenditure for the Winter Festival is met from the Housing and Environment's revenue budget, with private sector sponsorship also forthcoming for specific elements.

- 1.6 The Perth Winter Festival 2018/2019 was the subject of a detailed report to the Council's Environment and Infrastructure Committee on 20 March 2019 (Report No. 19/86 refers).

## **2. PROPOSAL**

### **Christmas Lights Festival**

- 2.1 A full programme of events and entertainments is being developed to create a festival weekend in the city. In addition to the activities and events for Saturday 16 November, the "Perthshire Feast" is being programmed for the following day and which will comprise a series of food related activities and events as well as musical performances. As with previous 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, 16 November is as follows:

- 1200 - 1800  
Funfair Pleasure Rides  
Street Food  
Ice Sculpting  
Street Art  
Street Entertainers  
Community Stage programme (from 1200) on King Edward Street  
Main Stage programme (from 1400) on Tay Street  
Children's Stage at Horsecross
- 2.2 Artists for the Main Stage and the Community Stage programmes are being sought and the programme schedule is therefore still to be confirmed. The addition of the Community Stage and Children's Stage in recent years has provided a platform for local talent, in particular youth groups from across Perth and Kinross, to perform. It will be important to maintain support for this element of the weekend festival while also programming local support acts for the main stage.
- 17:30  
Santa's Parade: from Thimble Row, New Row, South Street to Tay Street. This may be subject to change following consultation with Police Scotland and Roads network management.
- 18:15  
Christmas Lights Switch On, special effects lighting and pyrotechnics display on Tay Street
- 18:30 onwards  
Funfair Pleasure Rides  
All stage entertainment continues until 21:00

- 2.3 In line with last year, it is proposed that the Perth Common Good Fund contribution supports the following elements of the programme on Saturday, 16 November:

|                                                                                               |         |
|-----------------------------------------------------------------------------------------------|---------|
| Main stage (lighting, sound, pyrotechnic effects, and related infrastructure)                 | £20,000 |
| Community Stage at King Edward Street                                                         | £2,000  |
| 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 For the 2019/20 Winter Festival, the impact of the programme of events will be assessed by business surveys along with analysis of visits to the city.

- 2.5 The Committee is asked to:

- i) Note the current budget provision from 2019/20 in respect of the Christmas Lights Switch On programme for Saturday, 16 November and approve the specific expenditure outlined in the report.

#### Author

| Name        | Designation                               | Contact Details                                                                                    |
|-------------|-------------------------------------------|----------------------------------------------------------------------------------------------------|
| Alan Graham | Tourism and Place Development Team Leader | 01738 475000<br><a href="mailto:TESCommitteeReports@pkc.gov.uk">TESCommitteeReports@pkc.gov.uk</a> |

#### Approved

| Name           | Designation                                  | Date             |
|----------------|----------------------------------------------|------------------|
| Barbara Renton | Executive Director – Housing and Environment | 5 September 2019 |

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## 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 activities contribute to the Community Plan's strategic objectives of 'Promoting a prosperous, inclusive and sustainable economy', and a 'Safe Welcoming Environment' and the outcomes of 'a thriving, expanding economy' and 'employment opportunities for all'.

#### Corporate Plan

- 1.2 Perth and Kinross Council Corporate Plan 2018/22 sets out five strategic objectives:
- (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.
- 1.3 This report relates to Objective No (iii) 'Promoting a prosperous, inclusive and sustainable economy' and the outcome of 'Thriving, expanding economy' by encouraging and supporting tourism.

## 2. Resource Implications

### Financial

- 2.1 As part of the 2019/20 budget process, the Common Good Fund Committee approved a budget allocation of £40,000 towards the Christmas Lights Switch On event. A breakdown of anticipated expenditure is provided in the report.

### Workforce

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

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

- 2.3 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 Planning and Development and Head of Finance have been consulted in the development of the report.

### **2. BACKGROUND PAPERS**

- 2.1 City of Perth Winter Festival – Report to the Environment and Infrastructure Committee, 20 March 2019 (19/86)



# PERTH COMMON GOOD FUND COMMITTEE

25 September 2019

## 2019/20 FINANCIAL STATEMENT

Report by Head of Finance (Report No. 19/256)

### PURPOSE OF REPORT

This report provides details of the Income and Expenditure to 25 August 2019 and the projected outturn to 31 March 2020 for the Perth Common Good Fund.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 The Committee approved the Perth Common Good Fund budget for 2019/20 at the meeting of 27 February 2019 (Report 19/55 refers). This report provides an update on the monitoring position and projected outturn for Financial Year 2019/20.
- 1.2 The unaudited financial results for 2018/19 were presented to Committee at the meeting of 19 June 2019 (Report 19/184 refers). The deficit and Total Fund Balance for the year to 31 March 2019 was reported as £168,612 and £1,516,415 respectively. The Council's auditors KPMG have completed the audit of the accounts and no changes are required.

### 2. PROPOSALS

#### Financial Statement 2019/20

- 2.1 On the basis of Appendix 1, there is a projected deficit of £22,488 in 2019/20 and a projected Common Good Fund balance of £1,493,927 at 31 March 2020. Of the total balance £1,000,000 is reserved as the Minimum Revenue Balance of the Fund to ensure its long-term sustainability and £120,000 is earmarked as a Repair and Renewal Reserve (Report No. 19/55 refers). This leaves an Uncommitted Revenue Account balance of £373,927 available for the funding of unforeseen expenditure.
- 2.2 The movement from the previously reported deficit position of £25,500 is mainly attributed to a £4,500 increase in the estimate for interest, due to the higher rate on the fixed term deposit, partially offset by a £1,500 increase in the estimate for fees attributed to the preparation of the lease agreement for the Lower City Mills site.
- 2.3 The tender process for the upgrade of the 2 North Port shop unit is complete and the project costs remain in line with the approved £50,000 budget. An updated programme will be reported to the Committee following receipt of the Principal Contractor Construction Phased Plan.

### 3. CONCLUSION AND RECOMMENDATIONS

3.1 The Committee is requested to:-

- (i) Note the Perth Common Good Fund Financial Statement to 25 August 2019 and the projected outturn to 31 March 2020 for Financial Year 2019/20 as set out in Appendix 1 to the report.

#### Author(s)

| Name         | Designation       | Contact Details       |
|--------------|-------------------|-----------------------|
| Donald Coyne | Senior Accountant | CHXFinance@pkc.gov.uk |

#### Approved

| Name              | Designation                                         | Date             |
|-------------------|-----------------------------------------------------|------------------|
| Stewart MacKenzie | Head of Finance                                     | 28 August 2019   |
| Jim Valentine     | Depute Chief Executive<br>(Chief Operating Officer) | 9 September 2019 |

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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 2018 – 2023 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 Depute Chief Executive/Chief Operating Officer has been consulted in the preparation of this report.

### **2. BACKGROUND PAPERS**

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.

### **3. APPENDICES**

Appendix 1 - Perth Common Good Fund Financial Statement for period to 25 August 2019 for Financial Year 2019/20.

**PERTH COMMON GOOD FUND**  
**FINANCIAL STATEMENT FOR PERIOD TO 25 AUGUST 2019 FOR FINANCIAL YEAR 2019/20**

|                                                                   | <u>Approved<br/>2019/20<br/>Budget</u> | <u>Actual<br/>to date</u> | <u>Committed</u> | <u>Uncommitted</u> | <u>Projected<br/>Outturn</u> | <u>Projection<br/>Over/(Under)<br/>Spend</u> |
|-------------------------------------------------------------------|----------------------------------------|---------------------------|------------------|--------------------|------------------------------|----------------------------------------------|
|                                                                   | £                                      | £                         | £                | £                  | £                            | £                                            |
| <b>Expenditure</b>                                                |                                        |                           |                  |                    |                              |                                              |
| <u>Property Costs</u>                                             |                                        |                           |                  |                    |                              |                                              |
| Rent & Rates                                                      | 1,300                                  | 1,288                     | 0                | 0                  | 1,288                        | (12)                                         |
| Repairs and Maintenance - General                                 | 15,000                                 | 618                       | 0                | 14,382             | 15,000                       | 0                                            |
| Repairs and Maintenance - 2 North Port                            | 35,000                                 | 1,600                     | 45,100           | 0                  | 46,700                       | 11,700                                       |
| Depreciation & Impairment                                         | 8,000                                  | 0                         | 3,400            | 0                  | 3,400                        | (4,600)                                      |
|                                                                   | 59,300                                 | 3,506                     | 48,500           | 14,382             | 66,388                       | 7,088                                        |
| <u>Supplies and Services</u>                                      |                                        |                           |                  |                    |                              |                                              |
| Financial Assistance - Fireworks                                  | 15,000                                 | 0                         | 15,000           | 0                  | 15,000                       | 0                                            |
| Financial Assistance - Small Grants                               | 60,000                                 | 2,698                     | 18,193           | 39,109             | 60,000                       | 0                                            |
| Financial Assistance - Capital Grants                             | 40,000                                 | 3,800                     | 5,137            | 31,063             | 40,000                       | 0                                            |
| Administration Charges                                            | 15,000                                 | 15,000                    | 0                | 0                  | 15,000                       | 0                                            |
| Legal Fees                                                        | 0                                      | 246                       | 1,254            | 0                  | 1,500                        | 1,500                                        |
| Printing, Stationery, Advertising and Postages                    | 500                                    | 0                         | 500              | 0                  | 500                          | 0                                            |
|                                                                   | 130,500                                | 21,744                    | 40,084           | 70,172             | 132,000                      | 1,500                                        |
| <u>Christmas Events</u>                                           |                                        |                           |                  |                    |                              |                                              |
| Rent & Rates (storage Christmas lights)                           | 14,000                                 | 3,846                     | 10,154           | 0                  | 14,000                       | 0                                            |
| Erect, Dismantle and Maintain Christmas Lights                    | 23,000                                 | 0                         | 23,000           | 0                  | 23,000                       | 0                                            |
| Switch on Ceremony                                                | 40,000                                 | 0                         | 40,000           | 0                  | 40,000                       | 0                                            |
|                                                                   | 77,000                                 | 3,846                     | 73,154           | 0                  | 77,000                       | 0                                            |
| <b>Total Expenditure</b>                                          | <b>266,800</b>                         | <b>29,096</b>             | <b>161,738</b>   | <b>84,554</b>      | <b>275,388</b>               | <b>8,588</b>                                 |
| <b>Income</b>                                                     |                                        |                           |                  |                    |                              |                                              |
| Rents, Fees & Charges                                             | 237,000                                | 86,768                    | 150,232          | 0                  | 237,000                      | 0                                            |
| Interest on Investments                                           | 10,000                                 | 5,833                     | 8,667            | 0                  | 14,500                       | 4,500                                        |
| Fishing Permits                                                   | 1,400                                  | 517                       | 0                | 883                | 1,400                        | 0                                            |
| <b>Total Income</b>                                               | <b>248,400</b>                         | <b>93,118</b>             | <b>158,899</b>   | <b>883</b>         | <b>252,900</b>               | <b>4,500</b>                                 |
| <b>(Deficit) / Surplus</b>                                        | <b>(18,400)</b>                        | <b>64,022</b>             | <b>(2,839)</b>   | <b>(83,671)</b>    | <b>(22,488)</b>              | <b>(4,088)</b>                               |
| Opening Balance 01/04/19                                          | 1,516,415                              |                           |                  |                    | 1,516,415                    |                                              |
| (Deficit) / Surplus                                               | (18,400)                               |                           |                  |                    | (22,488)                     |                                              |
| <b>Total Common Good Funds Balance<br/>at 31 March 2020</b>       | <b>1,498,015</b>                       |                           |                  |                    | <b>1,493,927</b>             |                                              |
| Earmarked in Reserves:-                                           |                                        |                           |                  |                    |                              |                                              |
| Minimum Revenue Account Balance                                   | (1,000,000)                            |                           |                  |                    | (1,000,000)                  |                                              |
| Repair and Renewal Reserve                                        | (131,700)                              |                           |                  |                    | (120,000)                    | 11,700                                       |
| <b>Projected Uncommitted Closing Balance<br/>at 31 March 2020</b> | <b>366,315</b>                         |                           |                  |                    | <b>373,927</b>               |                                              |

| <b>Grants</b>                                                                          |                        |                       |                |
|----------------------------------------------------------------------------------------|------------------------|-----------------------|----------------|
| <u>Actual</u>                                                                          | <u>Small Grants</u>    | <u>Capital Grants</u> | <u>Meeting</u> |
| The Centre for Inclusive Living - Disabled Access Day Event                            | £ 1,161                |                       | 24/04/2019     |
| Tay Rowing Club - Phase 1 of Facilities Construction                                   |                        | £ 3,550               | 24/04/2019     |
| Tulloch Primary School Parent Council - Costs of Summer Trips                          | £ 700                  |                       | 24/04/2019     |
| Young Individual - Volunteering with Vine Trust in Tanzania                            | £ 250                  |                       | 24/04/2019     |
| Young Individual - Ballet Dance Training at National Level                             | £ 150                  |                       | 24/04/2019     |
| Fairview School - Fairer View Project                                                  |                        | 250                   | 24/04/2019     |
| Jar of Jewels - Family Festival                                                        | £ 437                  |                       | 24/04/2019     |
|                                                                                        | <u>£ 2,698</u>         | <u>£ 3,800</u>        |                |
| <u>Committed</u>                                                                       | <u>Small Grants</u>    | <u>Capital Grants</u> | <u>Meeting</u> |
| Perth Highland Games Ltd - Operating Perth Highland Games                              | £ 7,425                |                       | 24/04/2019     |
| Police Scotland Youth Volunteers - Activity Weekend at Dalguise                        | £ 500                  |                       | 24/04/2019     |
| Wednesday Tea Dance - Two Day trip to Dumfries                                         | £ 133                  |                       | 24/04/2019     |
| 8th Perth Brownies - Activity Trip to Dalguise                                         | £ 140                  |                       | 24/04/2019     |
| Vision PK - Summer Outting                                                             | £ 280                  |                       | 24/04/2019     |
| Perthshire Pride - Costs of Perthshire Pride 2019                                      | £ 3,943                |                       | 24/04/2019     |
| Young Individual - INTOPS Lesotho Trip 2019                                            | £ 150                  |                       | 24/04/2019     |
| Culture Perth & Kinross - Perth and Kinross Remembers Event                            | £ 3,000                |                       | 24/04/2019     |
| New Rannoch Day Centre - Playground for the Elderly                                    |                        | £ 2,500               | 24/04/2019     |
| Friends of St. John's Kirk Perth - St John's Carillon Recording                        | £ 247                  |                       | 19/09/2019     |
| Headway Perth & Kinross - Summer Coach Trip to Dunfermline                             | £ 224                  |                       | 19/09/2019     |
| Jar of Jewels - Pakistan Independence Day Celebration                                  | £ 822                  |                       | 19/09/2019     |
| PKAVS Mental Health and Wellbeing Hub - Open Studios Event                             | £ 1,329                |                       | 19/09/2019     |
| North Inch Bowling and Sport Club - Phase 2 Club House Extension                       |                        | £ 2,037               | 19/09/2019     |
| River Tay Community Sport Hub - Defibrillator Purchase                                 |                        | £ 600                 | 19/09/2019     |
|                                                                                        | <u>£ 18,193</u>        | <u>£ 5,137</u>        |                |
| <u>Under Consideration</u>                                                             | <u>Small Grants</u>    | <u>Capital Grants</u> | <u>Meeting</u> |
| Inspire Dance Studios Fundraising Group - performance at Disneyland Paris              | £ 650                  |                       | 25/09/2019     |
| Lynx Club - group activities                                                           | £ 631                  |                       | 25/09/2019     |
| Craigie and Moncreiffe Church Youth Project - healthy living                           | £ 240                  |                       | 25/09/2019     |
| Craigie and Moncreiffe Church Youth Project - excursion                                | £ 210                  |                       | 25/09/2019     |
| Phoenix Youth Project - 'Boost Project'                                                | £ 600                  |                       | 25/09/2019     |
| Tulloch Primary School Parent Council - pantomime                                      | £ 420                  |                       | 25/09/2019     |
| Gaelic Society of Perth - ceilidh programme                                            | £ 350                  |                       | 25/09/2019     |
| Hearts & Minds - Elderflower Programme                                                 | £ 1,000                |                       | 25/09/2019     |
| Scottish Chamber Orchestra - Perth Concert Series                                      | £ 10,000               |                       | 25/09/2019     |
| Perth Autism Support - Christmas Parties                                               | £ 800                  |                       | 25/09/2019     |
| Perth & District Badminton Association - Scottish National Badminton Championship 2020 | £ 3,000                |                       | 25/09/2019     |
| Letham Climate Challenge - community activities                                        |                        | £ 250                 | 25/09/2019     |
|                                                                                        | <u>£ 17,901</u>        | <u>£ 250</u>          |                |
| <b>Total</b>                                                                           | <u><b>£ 38,792</b></u> | <u><b>£ 9,187</b></u> |                |