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Council Building
2 High Street
Perth
PH1 5PH

30/11/2021

A meeting of the **Perth Common Good Fund Committee** will be held virtually on **Wednesday, 08 December 2021 at 14:00.**

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

THOMAS GLEN
Chief Executive

Those attending the meeting are requested to ensure that all notifications are silent on their device and other devices are in silent mode.

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

Members:

Councillor Andrew Parrott (Convener)
Councillor Chris Ahern
Councillor Liz Barrett
Councillor Peter Barrett
Councillor Audrey Coates
Councillor Harry Coates
Councillor Eric Drysdale
Councillor John Duff
Councillor Murray Lyle
Councillor Ian Massie
Councillor Sheila McCole
Councillor John Rebbeck
Councillor Willie Wilson

Perth Common Good Fund Committee

Wednesday, 08 December 2021

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 PERTH COMMON GOOD FUND OF 4 5 - 8**
OCTOBER 2021 FOR APPROVAL
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE 9 - 20**
Report by Head of Culture & Community Services (copy herewith 21/232)
- 6 2021/22 FINANCIAL STATEMENT 21 - 28**
Report by Head of Finance (copy herewith 21/233)

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PERTH AND KINROSS COUNCIL
PERTH COMMON GOOD FUND
4 OCTOBER 2021

PERTH COMMON GOOD FUND COMMITTEE

Minute of meeting of the Perth Common Good Fund Committee held virtually via Microsoft Teams on Monday, 4 October 2021 at 9.30am.

Present: Councillors A Parrott, C Ahern, L Barrett, P Barrett, E Drysdale, J Duff, M Lyle, I Massie (from item 3 onwards), S McCole, J Rebbeck and W Wilson (for item P1 only).

In Attendance: C Flynn, D Coyne, L Davison, L Haxton, K Johnston, K Molley, A Brown, L McGuigan, B Parker and M Pasternak (all Corporate and Democratic Services); and L Campbell (Communities).

Apology: Councillors A Coates and H Coates

Councillor A Parrott, Convener, Presiding.

1. WELCOME AND APOLOGIES

Councillor A Parrott welcomed all present and apologies were noted as above.

2. DECLARATIONS OF INTEREST

There were no declarations of interest in terms of Councillors' Code of Conduct.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Perth Common Good Fund Committee of 16 June 2021 was submitted and approved as a correct record.

COUNCILLOR I MASSIE ENTERED THE MEETING DURING THIS ITEM.

4. MATTERS ARISING

There were no matters arising.

5. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by Head of Culture and Community Services (21/170) asking Perth Common Good Fund Committee to consider applications for financial assistance for 5 small grants.

PERTH AND KINROSS COUNCIL
PERTH COMMON GOOD FUND
4 OCTOBER 2021

Resolved:

(1) Tulloch Primary School – Revised Request

A request from Tulloch Primary School has been brought back to committee for consideration, due to the change in duration of school trip to Dalguise. Tulloch Primary School be awarded a grant of £1,892.50 towards the costs of a residential trip to Dalguise.

(2) Perth Chinese Association

Perth Chinese Association be awarded a grant of £4,200 to help advance education and community development of the Chinese Community in Perth and Kinross.

(3) Perth Indigent Old Mens' Society

Peth Indigent Old Mens' Society be awarded a grant of £420 towards the New Year lunch and a Spring High Tea.

(4) PKAVS Mental Health and Wellbeing Hub (MHWH)

PKAVS Mental Health and Wellbeing Hub (MHWH) be awarded a grant of £800.04 to support the launch of 'Speak Over Stigma' – a new project to help celebrate the success of securing the new art studio in 'The Walled Garden',

(5) Perth and District Badminton Association

Perth and District Badminton Association be awarded a grant of £3,000 to support holding the Scottish National Badminton Championship in 2022.

(6) Cruse Bereavement Care Scotland (CBCS)

Cruse Bereavement Care Scotland (CBCS) be awarded a grant of £679 towards helping the costs of new resources for their Perth offices so they can re-commence meeting with clients on a face-to-face basis.

6. 2021/22 FINANCIAL STATEMENT

There was submitted a report by the Head of Finance (21/171) detailing the Income and Expenditure to 23 August 2021 and the projected outturn for Financial Year 2021/22 for the Perth Common Good Fund.

Resolved:

The projected Income and Expenditure to 31 March 2022 for the Perth Common Good Fund for the 2021/22 Financial Year, as set out in Appendix 1 to report 21/171, be noted.

IT WAS AGREED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEMS 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

There was submitted a report by the Head of Planning and Development (21/172) seeking approval to agree rent reviews under the terms of various ground leases at Perth Harbour which are held on the Perth Common Good Fund.

COUNCILLOR W WILSON ENTERED THE MEETING DURING THIS ITEM.

Resolved:

- (i) The rent review effective from 28 May 2019 under the terms of ground lease to Perth Water Ski Club Ltd continuing at the rate per annum as detailed in report 21/272, be approved.
- (ii) The rent review effective from 28 May 2021 under the terms of the ground lease to Perth Sub Acqua Club continuing at the rate per annum as detailed in report 21/272, be approved.
- (iii) The rent review effective from 11 November 2019 under the terms of the ground lease to the Michael Gordon continuing at the rate per annum as detailed in report 21/272, be approved.
- (iv) The rent review effective from May 2018 under the terms of the ground lease to Scottish Water at a revised sum per annum as detailed in report 21/272 of, be approved.
- (v) The rent review effective from 28 May 2019 under the terms of the ground lease to the Allan MacGregor at a revised sum per annum as detailed in report 21/272, be approved.

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# PERTH AND KINROSS COUNCIL

## Common Good Fund Committee

8 December 2021

### APPLICATIONS FOR FINANCIAL ASSISTANCE

#### Report by Head of Culture & Community Services

(Report No. 21/232)

The report asks Perth Common Good Fund Committee to consider applications for financial assistance for 2 small grants and 1 capital grant.

#### 1. BACKGROUND / MAIN ISSUES

- 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 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 2021/22 Budget for the Perth Common Good Fund was approved at the Committee meeting on 28 April 2021 (Report 21/54 refers). A summary of the approved Financial Assistance budget, committed grant funding, and the budget remaining, is provided below:

|                                                           |         |
|-----------------------------------------------------------|---------|
| <b>2021/22 Financial Assistance Budget</b>                |         |
| Small Grants                                              | £60,000 |
| Capital Grants                                            | £40,000 |
| <b>Value of grants paid and committed</b>                 |         |
| Small Grants                                              | £15,937 |
| Capital Grants                                            | £28,275 |
| <b>Remaining Financial Assistance Budget</b>              |         |
| Small Grants                                              | £44,063 |
| Capital Grants                                            | £11,725 |
| <b>Value of funding requested and under consideration</b> |         |
| Small Grants                                              | £740    |
| Capital Grants                                            | £6,998  |

## **2. SMALL GRANTS**

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

- 2.1 An application for £439.60 has been received from Tulloch Primary School Parent Council to host a school pantomime event for all 440 children. The event will be free. The total cost for the performance is £1,099 (booking contract price excluding VAT which the applicant does not have to pay) and the group are seeking funding to cover 40% of this cost (£439.60). The balance of £659.40 will be paid by the Parent Council themselves. The grant will provide children with the excitement of 'going to a panto', providing an element of tradition to the winter season and is something not all children in Tulloch would ordinarily experience.

#### **Consideration**

- 2.2 It is considered that a grant of £439.60 is consistent with criteria 9.2(a).

#### **Past Funding**

| <b>Year</b> | <b>Amount</b> | <b>Criteria</b> | <b>Project</b>      |
|-------------|---------------|-----------------|---------------------|
| 2020/2021   | £439.60       | 9.2(a)          | Christmas Pantomime |
| 2019/2020   | £420          | 9.2(a)          | Christmas Pantomime |
| 2019/2020   | £700          | 9.2(a)          | Summer Trip         |
| 2018/2019   | £700          | 9.2(a)          | Summer Trip         |
| 2018/2019   | £400          | 9.2(a)          | Christmas Pantomime |

### **Friends of St. John's Kirk of Perth**

- 2.3 An application for £300 has been received from Friends of St. John's Kirk of Perth seeking a grant towards the costs of a St. John's Carillon Recording of Christmas Carols. The total cost is £613. This includes £330 to produce 100 CDs; £60 for downloading and streaming via Amazon; £50 for a copyright application; £88 for VAT on copyright application; and £85 for a copyright license (including VAT). The applicant will contribute £313 towards these costs.
- 2.4 The previous year's recording was very successful, selling nearly all of the 100 CDs that were ordered despite the closure of the church over the last two summers. The grant will allow the music of the Carillon to be kept for posterity and sold for people to enjoy the music. The limited proceeds from the sale of the CDs will go towards supporting further group activities.

#### **Consideration**

- 2.5 In line with Criteria 9.8, the Committee is asked to consider the request and determine the level of any grant to be awarded.

## PAST FUNDING

| Year      | Amount | Criteria | Project                                |
|-----------|--------|----------|----------------------------------------|
| 2019/2020 | £247   | 9.8      | Carillon Recording of Christmas Carols |

### 3. CAPITAL GRANTS

#### North Muirton Community Council

- 3.1 An application for £6,998 been received from North Muirton Community Council to contribute to the renovation of North Muirton Community Hall. The renovated hall will serve food for those experiencing food poverty; host lunch clubs during the school holidays; provide refreshments to clubs using the facilities; enable local events to take place; and host birthday parties for local children. As part of the renovation, every room is being painted; the bathrooms are being upgraded; the kitchen is being extended; and a new kitchen will be fitted with new fire doors, all new appliances, electrical sockets and a breakfast bar area. A new volunteer group has been specifically set up to help support the project works and they expect that 90% of hall users will be from the Common Good area.
- 3.2 The project started in August, with an intended completion date of January 2022. The total costs are estimated to be £30,805 a breakdown of which has been included below. The applicant has not received grant funding from the Common Good Fund in the last three years;

| Specific items                                                                    | Basis of costing | Amount         |
|-----------------------------------------------------------------------------------|------------------|----------------|
| Removal of wall and kitchen replacement                                           | Quote            | £7,500         |
| Opening event                                                                     | Quote            | £350           |
| Kitchen and bathroom fittings and appliances, inc. fire doors and electrical work | Quote            | £15,800        |
| Painting and decorating                                                           | Quote            | £1,000         |
| Crockery, cutlery, kitchen equipment, meeting room furniture and IT               | Quote            | £6,155         |
| <b>Total proposed expenditure</b>                                                 |                  | <b>£30,805</b> |
| <b>In-kind donations</b>                                                          |                  | <b>£5,500</b>  |
| <b>National Lottery Community Fund</b>                                            |                  | <b>£10,000</b> |
| <b>Supporting Communities Fund (pending)</b>                                      |                  | <b>£2,500</b>  |
| <b>Perth and Kinross Council (Flood Funds)</b>                                    |                  | <b>£5,807</b>  |
| <b>Funding requested</b>                                                          |                  | <b>£6,998</b>  |

#### Consideration

- 3.3 It is considered that a grant of £6,998 is consistent with Criteria 10.4.

#### 4. PERTH COMMON GOOD FUND – CRITERIA

- 4.1 At the previous meeting of the Committee, members requested that the criteria be amended to reflect a desire that resources for events or projects be sourced as locally as possible. We propose to add an additional paragraph to the criteria at 8.3, reading “*Applicants who are seeking funds to purchase resources, or undertake capital projects are asked to demonstrate that they are sourcing these from local providers, where these can reasonably meet their needs.*” This wording is contained in the attached criteria at Appendix 1. Committee is asked to consider and approve this wording.

#### 5. CONCLUSION AND RECOMMENDATIONS

- 5.1 The Committee is asked to consider the applications and agree any financial assistance to be awarded.

##### Authors

| Name         | Designation                    | Contact Details                                                                    |
|--------------|--------------------------------|------------------------------------------------------------------------------------|
| Lee Haxton   | Community Planning Team Leader | 01738 475000                                                                       |
| Lisa Davison | Community Planning Officer     | <a href="mailto:ComCommitteeReports@pkc.gov.uk">ComCommitteeReports@pkc.gov.uk</a> |

##### Approved

| Name            | Designation                                        | Date             |
|-----------------|----------------------------------------------------|------------------|
| Fiona Robertson | Head of Culture & Communities Services Communities | 12 November 2021 |

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**IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION**

|                                                     |                   |
|-----------------------------------------------------|-------------------|
| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
| Community Plan                                      | <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>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>None</b>       |
| <b>Communication</b>                                |                   |
| Communications Plan                                 | <b>None</b>       |

**1. Strategic Implications**Community Plan

- 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 2021/22 Financial Assistance budget.

Workforce

2.2 N/A.

Asset Management (land, property, IT)

2.3 N/A.

### **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. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).

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 proposals 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 N/A.

Legal and Governance

3.5 The Head of Legal and Governance has been consulted.

Risk

3.6 N/A.

### **4. Consultation**

Internal

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

External

4.2 N/A.

**5. Communication**

5.1 N/A.

**2. BACKGROUND PAPERS**

2.1 Perth Common Good Application papers.

**3. APPENDICES**

3.1 Appendix 1 - Perth City Common Good Fund Criteria.

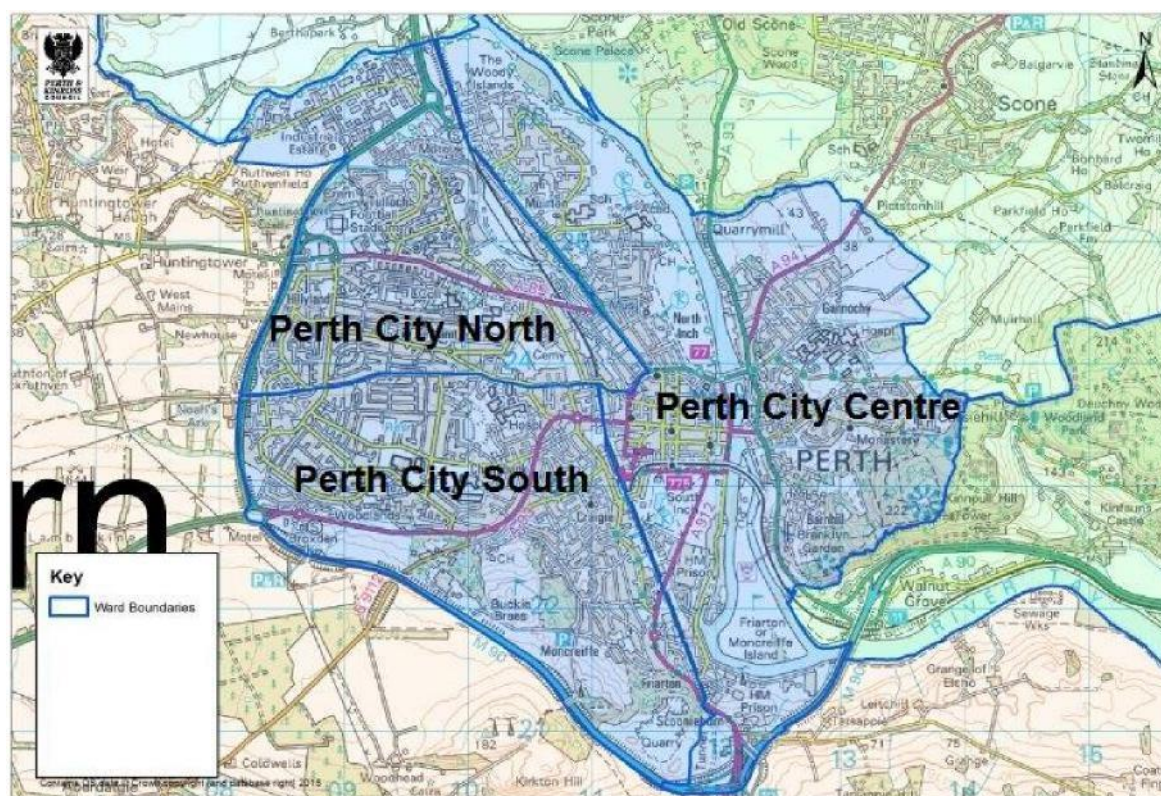




## Appendix 1

### 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 Applicants who are seeking funds to purchase resources, or undertake capital projects are asked to demonstrate that they are sourcing these from local providers where these can reasonably meet their needs.
  - 8.4 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

8 December 2021

## 2021/22 FINANCIAL STATEMENT

**Report by Head of Finance**  
(Report No. 21/233)

### PURPOSE OF REPORT

This report details the Income and Expenditure to 26 October 2021 and the projected outturn for Financial Year 2021/22 for the Perth Common Good Fund.

### 1. BACKGROUND / MAIN ISSUES

- 1.1 The Committee approved the Perth Common Good Fund budget for 2021/22 at the meeting of 28 April 2021 (Report 21/54 refers). This report provides an update on the projected outturn for Financial Year 2021/22.

### 2. PROPOSALS

#### Financial Statement 2021/22

- 2.1 Based on Appendix 1, it is anticipated that there will be a surplus of £71,700 for the year, and the Fund balance at 31 March 2022 is projected to be £1,744,605.
- 2.2 The majority of the £6,000 positive movement from the position reported to Committee on 4 October 2021 relates to the update of the estimate for Financial Assistance – Small Grants, as grant awards which were committed and accounted for in 2020/21 are no longer required. In addition, there are increases to the estimates for Interest and Fishing Permit income to be received for the year.

### 3. CONCLUSION AND RECOMMENDATION

- 3.1 The Committee is requested to: -
  - (i) Note the projected Income and Expenditure to 31 March 2022 for the Perth Common Good Fund for the 2021/22 Financial Year, as set out in Appendix 1 to the report.

**Author(s)**

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

**Approved**

| <b>Name</b>       | <b>Designation</b>      | <b>Date</b>      |
|-------------------|-------------------------|------------------|
| Stewart MacKenzie | Head of Finance         | 16 November 2021 |
| Karen Donaldson   | Chief Operating Officer | 19 November 2021 |

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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

#### Corporate Plan

- 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.

- 1.2 This report relates to all objectives.

### 2. Resource Implications

#### Financial

- 2.1 There are no direct financial implications arising from this report other than those reported within the body of the main 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.
- 3.2 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.

#### 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.
- 3.4 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.

#### Sustainability

- 3.5 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.
- 3.6 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**

#### Internal

- 4.1 The 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 the period to 26 October 2021 for Financial Year 2021/22.



**PERTH COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 26 OCTOBER 2021 FOR FINANCIAL YEAR 2021/22**

|                                                                   | <b><u>2021/22<br/>Budget</u></b> | <b><u>Actual<br/>to date</u></b> | <b><u>Committed &amp;<br/>Under<br/>Consideration</u></b> | <b><u>Projected<br/>Outturn</u></b> | <b><u>Projection<br/>Over/(Under)<br/>Spend</u></b> |
|-------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------------------------------|-------------------------------------|-----------------------------------------------------|
|                                                                   | £                                | £                                | £                                                         | £                                   | £                                                   |
| <b><u>Expenditure</u></b>                                         |                                  |                                  |                                                           |                                     |                                                     |
| <u>Property Costs</u>                                             |                                  |                                  |                                                           |                                     |                                                     |
| Rent & Rates                                                      | 1,300                            | 966                              | -                                                         | 1,300                               | -                                                   |
| Repairs and Maintenance - General                                 | 15,000                           | 180                              | -                                                         | 15,000                              | -                                                   |
| Depreciation & Impairment                                         | 3,400                            | -                                | -                                                         | 3,400                               | -                                                   |
|                                                                   | 19,700                           | 1,146                            | -                                                         | 19,700                              | -                                                   |
| <u>Supplies and Services</u>                                      |                                  |                                  |                                                           |                                     |                                                     |
| Financial Assistance - Fireworks                                  | 16,500                           | -                                | -                                                         | -                                   | (16,500)                                            |
| Financial Assistance - Small Grants                               | 60,000                           | (4,827)                          | 17,966                                                    | 54,500                              | (5,500)                                             |
| Financial Assistance - Capital Grants                             | 40,000                           | 17,000                           | 18,273                                                    | 40,000                              | -                                                   |
| Administration Charges                                            | 15,000                           | 15,000                           | -                                                         | 15,000                              | -                                                   |
| Legal Fees                                                        | 3,000                            | -                                | -                                                         | 3,000                               | -                                                   |
| Printing, Stationery, Advertising and Postages                    | 500                              | -                                | -                                                         | 500                                 | -                                                   |
|                                                                   | 135,000                          | 27,173                           | 36,239                                                    | 113,000                             | (22,000)                                            |
| <u>Christmas Events</u>                                           |                                  |                                  |                                                           |                                     |                                                     |
| Rent, Rates & other property costs (storage for Christmas lights) | 13,000                           | 4,361                            | -                                                         | 13,000                              | -                                                   |
| Erect, Dismantle and Maintain Christmas Lights                    | 22,000                           | -                                | -                                                         | 22,000                              | -                                                   |
| Switch on Ceremony                                                | 40,000                           | -                                | -                                                         | -                                   | (40,000)                                            |
|                                                                   | 75,000                           | 4,361                            | -                                                         | 35,000                              | (40,000)                                            |
|                                                                   |                                  |                                  |                                                           |                                     |                                                     |
| <b>Total Expenditure</b>                                          | <b>229,700</b>                   | <b>32,681</b>                    | <b>36,239</b>                                             | <b>167,700</b>                      | <b>(62,000)</b>                                     |
| <b><u>Income</u></b>                                              |                                  |                                  |                                                           |                                     |                                                     |
| Rents, Fees & Charges                                             | 237,000                          | 113,033                          | -                                                         | 237,000                             | -                                                   |
| Interest on Investments                                           | 1,400                            | -                                | -                                                         | 1,500                               | 100                                                 |
| Fishing Permits                                                   | 500                              | 553                              | -                                                         | 900                                 | 400                                                 |
| <b>Total Income</b>                                               | <b>238,900</b>                   | <b>113,585</b>                   | <b>-</b>                                                  | <b>239,400</b>                      | <b>500</b>                                          |
|                                                                   |                                  |                                  |                                                           |                                     |                                                     |
| <b>Surplus / (Deficit)</b>                                        | <b>9,200</b>                     | <b>80,904</b>                    | <b>(36,239)</b>                                           | <b>71,700</b>                       | <b>62,500</b>                                       |
|                                                                   |                                  |                                  |                                                           |                                     |                                                     |
| Opening Balance 01/04/21                                          | 1,672,905                        |                                  |                                                           | 1,672,905                           |                                                     |
| Surplus / (Deficit)                                               | 9,200                            |                                  |                                                           | 71,700                              |                                                     |
| <b>Projected Common Good Fund Balance at 31 March 2022</b>        | <b>1,682,105</b>                 |                                  |                                                           | <b>1,744,605</b>                    |                                                     |
| Earmarked in Reserves:-                                           |                                  |                                  |                                                           |                                     |                                                     |
| Minimum Revenue Account Balance                                   | (1,000,000)                      |                                  |                                                           | (1,000,000)                         |                                                     |
| Repair and Renewal Reserve                                        | (120,000)                        |                                  |                                                           | (120,000)                           |                                                     |
| <b>Projected Uncommitted Closing Balance at 31 March 2022</b>     | <b>562,105</b>                   |                                  |                                                           | <b>624,605</b>                      |                                                     |

**PERTH COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 26 OCTOBER 2021 FOR FINANCIAL YEAR 2021/22**

| <b>Grants</b>                                                          |                            |                           |                |
|------------------------------------------------------------------------|----------------------------|---------------------------|----------------|
| <u>Actual</u>                                                          | <u>Small Grants</u>        | <u>Capital Grants</u>     | <u>Meeting</u> |
| North Inch Bowling & Sports Club - Clubhouse Extension                 |                            | £ 17,000.00               | 28/04/2021     |
| Perth Outdoor Playgroup / Tayside Owl's - first aid course             | £ 710.40                   |                           | 28/04/2021     |
|                                                                        | <u>£ 710.40</u>            | <u>£ 17,000.00</u>        |                |
| <u>Committed</u>                                                       | <u>Small Grants</u>        | <u>Capital Grants</u>     | <u>Meeting</u> |
| Perth student - Honduras teaching placement                            | £ 400.00                   |                           | 28/04/2021     |
| Buttons & Bows Baby Bank                                               | £ 2,000.00                 |                           | 16/06/2021     |
| Perth Beach Volleyball Club                                            | £ 750.00                   |                           | 16/06/2021     |
| St Matthew's Church, Perth                                             | £ 1,085.00                 |                           | 16/06/2021     |
| St Johnstone FC Supporters Social Club                                 |                            | £ 1,725.25                | 16/06/2021     |
| Aberdalgie Outreach Programme                                          |                            | £ 9,550.00                | 16/06/2021     |
| Tulloch Primary School - Dalguise residential trip May 2022 (revised)  | £ 1,892.50                 |                           | 04/10/2021     |
| Perth Chinese Association - Jan 2022 Chinese New Year Celebrations     | £ 4,200.00                 |                           | 04/10/2021     |
| Perth Indigent Old Mens' Society                                       | £ 420.00                   |                           | 04/10/2021     |
| PKAVS Mental Health & Wellbeing Hub                                    | £ 800.04                   |                           | 04/10/2021     |
| Perth & District Badminton Association - Championship Feb 2022         | £ 3,000.00                 |                           | 04/10/2021     |
| Cruse Bereavement Care Scotland - chairs                               | £ 679.00                   |                           | 04/10/2021     |
|                                                                        | <u>£ 15,226.54</u>         | <u>£ 11,275.25</u>        |                |
| <u>Funding Requested and Under Consideration</u>                       | <u>Small Grants</u>        | <u>Capital Grants</u>     | <u>Meeting</u> |
| Tulloch Primary School Parent Council - Pantomime 2021                 | £ 439.60                   |                           | 08/12/2021     |
| PWAMM - Perth Senior Citizens 2021 Christmas Appeal                    | £ 2,000.00                 |                           | 08/12/2021     |
| Friends of St John's Kirk - Carillon Recording of Christmas Carols     | £ 300.00                   |                           | 08/12/2021     |
| North Muirton Community Council - North Muirton Community Hall         |                            | £ 6,998.00                | 08/12/2021     |
|                                                                        | <u>£ 2,739.60</u>          | <u>£ 6,998.00</u>         |                |
| <b>Total</b>                                                           | <b><u>£ 18,676.54</u></b>  | <b><u>£ 35,273.25</u></b> |                |
| <u>Funding Approved - No longer required</u>                           | <u>Small Grants</u>        | <u>Capital Grants</u>     | <u>Meeting</u> |
| ESOL Perth - 'Leading into Work' Programme                             | -£ 1,200.00                |                           | 18/12/2019     |
| Tulloch Primary School - 2021 P7 Residential Trip to Dalguise          | -£ 1,337.00                |                           | 21/10/2020     |
| Perth & District Badminton Assoc - Scottish National Championship 2021 | -£ 3,000.00                |                           | 21/10/2020     |
|                                                                        | <u><b>£ (5,537.00)</b></u> | <u><b>£ -</b></u>         |                |