

Perth Common Good Fund Committee

28 February 2018

Applications for Financial Assistance

Report by Depute Chief Executive

The report asks Perth Common Good Fund Committee to consider 5 applications for financial assistance.

1. BACKGROUND

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

Approved 2017/18 Financial Assistance Budget	
Small Grants	£60,000
Capital Grants	£40,000
Value of grants committed	
Small Grants	(£53,575)
Capital Grants	(£37,901)
Remaining Financial Assistance Budget (prior to approval of the applications to be considered on 28 February 2018)	
Small Grants	£6,425
Capital Grants	£2,099

Value of applications to be considered at Committee meeting on 28 February 2018	
Small Grants	(£7,310)
Capital Grants	(£2,500)
Funding Shortfall (assuming approval of all applications to be considered on 28 February 2018)	
Small Grants	(£885)
Capital Grants	(£401)

2. PROPOSALS

Young Person

- 2.1 An application has been received from a young person with a physical disability residing in Perth seeking a grant towards the costs of pursuing dance training at a National level and at a local dance school in Perth. The total costs amount to £3270 (Ballet West Senior Associate £500 per year, Ballet West tutor £500 per term, local dance school £420 per term, of which there are three terms for each). The applicant is applying for £600. The applicant has previously benefited from the Fund in 2017/18 (£150). It is recommended that Perth Common Good Fund Committee award a grant of up to £150 in line with the guidance (see Appendix 1 – Criteria 7.5). The grant will contribute to social inclusion and lifelong learning.

Recommendation

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

Perth Grammar School

- 2.3 An application has been received from Perth Grammar School seeking a grant towards the costs of holding a pupil led conference on gender equality for all PKC secondary schools S2/3 (a total of approx. 335 pupils). The total costs amount to £10,762 (covering Hall hire, catering, publicity and contributor fees). The applicant is applying for £5,000. The applicant has previously benefited from the Fund in 2017/18 (£2,716), in 2016/17 (£600) and in 2015/16 (£4,735). It is recommended that Perth Common Good Fund award a grant of up to £4,300 for is awarded in line with the guidance (see Appendix 1 – Criteria 7.2). The grant will contribute to reducing inequalities.

Recommendation

- 2.4 Perth Grammar School is awarded a grant of up to £4,300 towards the costs of a conference on gender equality.

Perth Access Cars

- 2.5 An application has been received from Perth Access Cars for the purchase of a vehicle to transport disabled people from their home. The group (volunteers) do over 40 runs a week and have recently had a vehicle written off. The total costs amount to £25,500 (adapted vehicle for 2 wheelchairs). The applicant is applying for £15,000. The applicant has not benefited from the Fund in the past three years. It is recommended that Perth Common Good Fund award up to £2,500 in line with the guidance (see Appendix 1 – Criteria 8.3). The grant will contribute to reducing inequalities.

2.6 Recommendation

Perth Access cars be awarded a grant up to £2,500 toward the costs of a new wheelchair accessible vehicle.

Trellis

- 2.7 An application has been received from Trellis for costs towards a conference on therapeutic gardening for practitioners. The conference will bring together 120 people to share good practice and learn new skills. The total costs amount to £7,000. The applicant is applying for £2,000. The applicant has not benefited from the Fund in the past three years. It is recommended that Perth Common Good Fund award up to £1,360 in line with the guidance (see appendix 1 – Criteria 7.2) and funding shortfall. The grant will contribute to improved Mental Health & Wellbeing.

2.8 Recommendation

Trellis be awarded up to £1,360 towards the costs of a conference on therapeutic gardening

Perthshire Musical Festival

- 2.9 An application has been received from Perthshire Musical Festival towards the cost of running a musical (includes dance, singing, drama, instrumental and speech) competition for young people. The competition will aim to advance involvement in the arts in Perth. The total costs amount to £24,000. The applicant is applying for £1,500. The applicant has previously benefited from the Fund in 2017/18 (£1,500), in 2016/17 (£1,500) and in 2015/16 (£1,500). It is recommended that the Perth Common Good Fund award up to £1,500 in line with the guidance (see appendix 1 – Criteria 7.2). The grant will contribute to improved confidence in young people and lifelong learning.

2.10 Recommendation

Perthshire Musical Festival be awarded up to £1,500 towards the costs of running an arts competition.

3. RECOMMENDATION

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

Author

Name	Designation	Contact Details
Serge Merone	Investment Manager	01738 475000

Approved

Name	Designation	Date
Jim Valentine	Depute Chief Executive (Chief Operating Officer)	14 February 2018

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

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

1. Strategic Implications

Community Plan / Single Outcome Agreement

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

Corporate Plan

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

2. Resource Implications

Financial

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

3. Assessments

Equality Impact Assessment

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

Strategic Environmental Assessment

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

Sustainability

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

4. Consultation

Internal

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

2. BACKGROUND PAPERS

5 applications for financial assistance.

3. APPENDICES

Appendix 1 – Perth Common Good Fund Criteria.

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

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

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

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

7. Small Grants:-

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

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

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

7.4 Voluntary work overseas:-

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

7.5 Attendance at summer schools/events:-

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

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

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

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

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

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

8. Capital Grants:-

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

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