

Perth Common Good Fund Committee

27 November 2023

APPLICATIONS FOR FINANCIAL ASSISTANCE

Report by Head of Cultural and Community Services
(Report No. 23/321)

1. PURPOSE

1.1 The report asks Perth Common Good Fund Committee to consider two small grant applications and two capital grant applications.

2. RECOMMENDATION

2.1 It is recommended that Committee:

- considers the grant applications and agrees any financial assistance to be awarded.

3. STRUCTURE OF REPORT

3.1 This report is structured over the following sections:

- Section 4: Background / Main Issues
- Section 5: Proposals: Small Grants
- Section 6: Proposals: Capital Grants
- Section 7: Conclusion
- Appendices

4. BACKGROUND / MAIN ISSUES

4.1 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.

4.2 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.

- 4.3 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).
- 4.4 The 2023/24 Budget for the Perth Common Good Fund was approved at the Committee meeting on 6 February 2023 (Report 23/37 refers). A summary of the approved Financial Assistance budget, committed grant funding, and the budget remaining, is provided below:

2023/24 Financial Assistance Budget	
St John's Kirk Carillon	£2,000
Perth Strathearn Round Table	£20,000
Small Grants	£75,000
Cost Of Living Grant	£69,500
Capital Grants	£50,000
Value of grants paid and committed	
St John's Kirk Carillon	£0
Perth Strathearn Round Table	£22,000
Small Grants	£44,547
Cost of Living Grant	£10,520
Capital Grants	£31,516
Remaining Financial Assistance Budget	
St John's Kirk Carillon	£2,000
Small Grants	£28,453
Cost of Living Grant	£58,980
Capital Grants	£18,484
Value of funding requested and under consideration	
Small Grants	£3,310
Capital Grants	£9,500

5. PROPOSALS – SMALL GRANTS

Wednesday Tea Dance Christmas Party

- 5.1 A grant of £415 has been requested from the Wednesday Tea Dance group. The grant will help the group to hold their Annual Christmas Party at the Perth Civil Service Club by subsidising the cost for participants. This will ensure that participants are able to attend and celebrate without any significant financial pressure. The Group have also received less income than expected from their weekly meetings due to illnesses and other absences, therefore they require financial assistance to meet the costs. It is estimated that the party will benefit 31 people from the Common Good Area, and 5 people from elsewhere in Perth & Kinross.

- 5.2 The total cost for the party is estimated at £810. The group are requesting £450 to assist with the costs. The group have indicated that they can contribute £145 with expected fee income from group members totalling £290. A full breakdown of the total costs is provided below.

Specific items	Amount
Music – Accordionist (4hrs x £50)	£200
Premises – Hire of hall	£30
Meals (Buffet @ £15 per head x 36)	£540
Gratuities – tips for kitchen staff	£40
Total proposed expenditure	£810
Contribution from participants (Catering £10x36)	£360
Funding requested	£450

- 5.3 The Wednesday Tea Dance group have previously received funding of £255.00 from the Perth Common Good Fund for their Christmas Party in financial year 2022/23.

Consideration

- 5.4 It is considered that a grant of £310 is consistent with Criteria 9.6.

Holiday@Home

- 5.5 An application of £3,000 has been received from Holiday@Home, based at Perth Baptist Church, to run 3-day of activities in July 2024. The grant will be used to run activity experiences and outings for those experiencing social isolation and loneliness, specifically among older people in the local community. Over recent years, the Group has seen participation increase year-on-year. For its relaunch in 2022, 32 people registered, and this increased to 52 people in 2023. It is therefore expected that numbers will increase again in 2024. Costs are subsidised for the participants, who are asked to pay a nominal fee of between £5 and £30 for 3 days of activities. This income helps the Group fund their Spring and Christmas events, which are free of charge. It is estimated that 65 people from within the Common Good Area will benefit from the project.
- 5.6 The total cost of the project is estimated at £3,000 with the Group requesting the full amount. A full breakdown of the total costs is provided below.

Specific items (based on previous expenditure at July 2023 event)	Amount
Coach Hire	£1,000
Catering	£800
Admission Fees for Outings	£700
Promotional Materials and Printing/Postage	£250
Resources for Activities	£250
Total proposed expenditure	£3,000
Funding requested	£3,000

- 5.7 Holiday@Home have not received any funds from the Perth Common Good Fund in the last three years.

Consideration

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

6. PROPOSALS – CAPITAL GRANTS

Moncrieffe Primary Parent Council

- 6.1 An application for £11,877 has been received from Moncrieffe Primary School Parent Council to extend the existing trim trail at the school as well as providing a wooden gazebo as an outdoor classroom for pupils. It is hoped that the outdoor classroom will provide mental and physical benefit to the pupils, enabling them to continue to thrive within the community. It will also increase the educational opportunities that pupils have with outdoor experiences. The children have identified the need to be able to make the most of the school grounds following a restricted educational experience throughout the COVID-19 pandemic. Outdoor learning is an essential element of a broad and balanced curriculum, and the project would give pupils in the community school a better place to learn and play.
- 6.2 It is estimated that 200 young people under the age of 16 from the Common Good Area will benefit from the project. The planned start date for the works is 1 November 2023 and expected to finish on 1 January 2024.
- 6.3 The total costs of the project are estimated at £23,754. The group are requesting £11,877, following a grant award of £11,877 from the Community Investment Fund. A full breakdown of the costs is provided below.

Specific Items (all costs based from quote)	Trim Trail	Hexagonal Gazebo	Total
Labour	£4,605.60	£4,896	£9,501.60
Material	£4,605.60	£4,896	£9,501.60
Delivery	£1,151.40	£1,224	£2,375.40
Waste Disposal	£575.70	£612	£1,187.70
Accommodation & Sustenance	£575.70	£612	£1,187.70
Total Proposed Expenditure	£11,514	£12,240	£23,754
PKC Community Investment Fund (Approved)			£11,877
Funding requested			£11,877

- 6.4 Moncrieffe Primary School Parent Council have not received any funds from the Perth Common Good Fund in the last three years.

Consideration

- 6.5 It is considered that a grant of up to £5,940 is consistent with Criteria 10.3.

Perth Highland Games

- 6.6 An application of £14,227.39 has been received from Perth Highland Games to purchase a new stage for their Highland Dancing competitions. The grant will be used to replace the old dance platform, which was found to have fallen into disrepair and was becoming unsafe due to flood damage at their previous storage facility. The Highland Dancing competition is always well attended by both local and national dancers and this year over 160 dancers competed. An important part of income generation for the Group is ticket sales, some of which come from the people who accompany the Highland Dancers and therefore it is important that the Highland Dancing competition remains part of the Games. Committee should also be aware that the quote secured by the Group was from a company recommended by another Highland Games in Perthshire for stages suitable for Highland Dancing competitions. No other quotes were sought.
- 6.7 It is estimated that 280 people from the Common Good Area will benefit from the project along with 330 from elsewhere in Perth & Kinross and 3,200 from outside of Perth and Kinross. The stage will be purchased as soon as funding is obtained.
- 6.8 The project's total cost is estimated at £14,227.39, with the Group requesting funding for the full amount. The group are awaiting a decision from Perth Common Good Fund before applying for further funds elsewhere to support this purchase. A full breakdown of the costs is provided below.

Specific Items	Basis of Costing	Amount
Stage Parts	Quote	£13,668.70
Carriage Costs	Quote	£411.69
Delivery and Training	Quote	£147.00
Total Proposed Expenditure		£14,227.39
Funding requested		£14,227.39

- 6.9 Perth Highland Games have not received any funds from the Perth Common Good Fund over the last three years.

Consideration

- 6.10 It is considered that a grant of up to £3,560 is consistent with Criteria 10.3.

7. CONCLUSION

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

Authors

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APPENDICES

- Appendix 1 – Perth City Common Good Fund Criteria

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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	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	None
Strategic Environmental Assessment	None
Sustainability (community, economic, environmental)	None
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	None

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 2023/24 Financial Assistance budgets.

Workforce

- 2.2 Not applicable.

Asset Management (land, property, IT)

- 2.3 Not applicable.

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 This section should reflect that the proposals have been considered under the Corporate Equalities Impact Assessment process (EqIA) with the following outcome: 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 However, no action is required as the Act does not apply to the matters presented in this report. This is because the Committee are requested to note the contents of the report only and the Committee are not being requested to approve, adopt or agree to an action or to set the framework for future decisions.

Sustainability

- 3.5 Not applicable.

Legal and Governance

- 3.6 Not applicable.

Risk

- 3.7 Not applicable.

4. Consultation

Internal

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

External

- 4.2 Not applicable.

5. Communication

- 5.1 Not applicable.

2. BACKGROUND PAPERS

- 2.1 Perth Common Good Fund Application papers.