

PERTH AND KINROSS COUNCIL

Perth Common Good Fund Committee

22 May 2023

COMMON GOOD FUND CRITERIA

Report by Head of Cultural and Community Services

(Report No. 23/143)

PURPOSE

- 1.1 The report sets out some proposed changes to the criteria against which applications to the Perth Common Good Fund are assessed.

RECOMMENDATION

- 2.1 It is recommended that Committee:
- Consider and agree the proposed changes.

STRUCTURE OF REPORT

- 3.1 This report is structured over the following sections:
- Section 4: Background / Main Issues
 - Section 5: Proposals
 - Section 6: Conclusion
 - Appendices

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.

PROPOSALS

- 5.1 Two changes are proposed to the assessment criteria. These were discussed and verbally agreed at the meeting of Perth Common Good Fund Committee on 6 February 2023.
- 5.2 Currently Common Good Fund awards are paid in arrears (except in exceptional circumstances) upon the receipt of invoices or proof of payment. Common Good can cover up to 100% of the costs of a project. Criteria 8.4 currently states *“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.”* This can mean that groups or individuals who have limited cashflow do not apply, as they do not have sufficient cash in the bank to cover costs upfront.
- 5.3 In order to improve the situation it is proposed to amend this so that any application for less than £400 can be claimed in advance. This would result in Criteria 8.4 being reworded to *“All awards of £400 or less will be paid in advance, but recipients must complete an end of grant monitoring form and provide evidence of spend based on their initial application. Awards greater than £400 must be claimed on completion of the project and within three months of the activity taking place. The claim should include an end of grant monitoring form and evidence of spend, based on the initial application. Funding for awards not claimed will be returned to the Fund.”*
- 5.4 Currently Criteria 9.6 caps the maximum funding per individuals to £7 per person up to a maximum of £700. This has not been amended in 5 years and taking into account inflation, it is proposed to amend Criteria 9.6 to allow for funding of up to £10 per person up to a maximum of £1,000.

CONCLUSION

- 6.1 The Perth Common Good Fund supports projects of various sizes and the criteria allows officers and members to apply consistency to the assessment and decision making process. This report recommends changes to the assessment criteria to support a wider range of projects and initiatives.

Authors

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Approved

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APPENDICES

- Appendix 1 – Revised 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	None
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 Not applicable.