

# **PERTH COMMON GOOD FUND COMMITTEE**

**21 December 2022**

## **APPLICATIONS FOR FINANCIAL ASSISTANCE**

**Report by Head of Cultural and Community Services  
(Report No. 22/305)**

### **1. PURPOSE**

- 1.1 The report asks Perth Common Good Fund Committee to consider eight small grant applications.

### **2. RECOMMENDATION**

- 2.1 It is recommended that Committee:
- Consider the grant applications and agree 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: Changes to Approved Funding
  - Section 6: Proposals: Small 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 2022/23 Budget for the Perth Common Good Fund was approved at the Committee meeting on 21 February 2022 (Report 22/40 refers). A summary of the approved Financial Assistance budget, committed grant funding, and the budget remaining, is provided below:

<b>2022/23 Financial Assistance Budget</b>	
St John's Kirk Carillon	£2,000
Fireworks	£16,500
Small Grants	£60,000
Capital Grants	£40,000
<b>Value of grants paid and committed</b>	
Fireworks	£22,094
Small Grants	£17,654
Capital Grants	£37,000
<b>Remaining Financial Assistance Budget</b>	
Small Grants	£36,752
Capital Grants	£3,000
<b>Value of funding requested and under consideration</b>	
St John's Kirk Carillon	£2,000
Small Grants	£16,106.60
Capital Grants	Nil

## 5. PROPOSALS – SMALL GRANTS

### Perth Amateur Operatic Society

- 5.1 A grant of £3,420 has been requested from the Perth Amateur Operatic Society for their production of "Legally Blonde the Musical". For each production, the group hire a local creative team (director, musical director, and choreographer) to lead rehearsals, thus creating job opportunities in the local arts industry. The Common Good grant will support around 40 PAOS members who will work on the production. The Society aims to be an inclusive, welcoming group whose members benefit from making social connections and learning new skills. The grant will fund venue hire, production costs, rehearsal and script/music score costs.
- 5.2 The total cost of the project is estimated at £51,962, of which £4,150 has been secured through other funds. Any remaining funding gap will be covered by the group's reserves, fundraising activities and the ticket income raised. It is estimated that around 3,942 people will come to view the production while it is running. A breakdown of costs is provided below:

Specific items	Basis of Costing	Amount
Rehearsal material (music and scripts)	Hire Cost (basic 3-month cost - £460 Additional 4 months at £110 per month - £440)	£900
Rehearsal Space	Hire Cost	£2,520

Specific items	Basis of Costing	Amount
	Riverside Church – per night £45 (28 weeks of rehearsal on Monday and Wednesday nights)	
Accompanist		£1,700
Advertising		£1,000
Choreographer		£1,000
Costumes and Prep		£4,000
Director		£2,000
Insurance		£1,483
License		£500.00
Musical Director		£2,500
Orchestra		£2,700
Photography / FOH		£500
Programme Production		£900
Royalties and Music Hire		£4,800
Set Hire		£4000
Sound and light		£7,100
Stage Management		£500
Venue Hire	Horsecross	£7,246
Admin sundries		£50.00
Gift and flowers		£50.00
Horsecross Commission		£654.00
Postage		£20.00
Storage		£2,255
VAT		£4,271
Miscellaneous		£863
<b>Total proposed expenditure</b>		<b>£51,962</b>
Contribution from Group		£2,750
Arnold Clark Community Fund (Approved)		£1,000
Asda Green Token Giving Community Fund (Approved)		£400
Estimated ticket sales income from shows		£25,628
<b>Funding requested</b>		<b>£3,420</b>

### Consideration

- 5.3 It is considered that a grant of £3,420 is consistent with Criteria 9.2(b).

### Perthshire Musical Festival

- 5.4 A grant of £5,424 has been requested from the Perthshire Musical Festival for their annual festival of arts and music, taking place in March 2023. This project is estimated to benefit 1,180 people in the Common Good Fund area. In the wider community, the project will benefit approximately 1,770 people, including performers and the audience.

- 5.5 The Perthshire Music Festival has been awarded funding over the last few years.

Financial Year	Amount Granted
April 2022	£4,569*
December 2020	£2500

\*The award made in April 2022 was for the festival in March 2022.

- 5.6 The total cost of the project is estimated at £27,120, of which £11,146 has been secured through the group's reserves which will go towards the event expenditure. A breakdown of the full costs has been provided below:

Specific items	Amount
Facility Hire	£9,420
Adjudicator/Accompanist Costs	£8,200
Postage, etc.	£790
Stationery, Printing, Advertising	£1,840
Music Purchases	£300
Insurance	£570
Website Maintenance/Licences	£1,470
Honorarium	£3,310
Piano Hire/Tuning	£450
Audit/Affiliation Fees	£430
Other Expenditure	£340
<b>Total</b>	<b>£27,120</b>

#### Additional Pending Funding

Forteviot Trust / Thomson Trust	£2,050 Pending
William Syson Foundation	£2,500 received in May 2022
Gannochy Trust	£6,000 Pending
Estimated Ticket sales income	£10,480 estimated
Quiz Night fundraiser	£862 estimated
Income from Programme sales and merchandise	£680 estimated

#### Consideration

- 5.7 It is considered that a grant of £5,424 is consistent with Criteria 9.2(b).

#### Moncreiffe Tea Dance Group

- 5.8 A grant of £255 has been requested from the Moncreiffe Tea Dance group for their annual Christmas party on 14 December.
- 5.9 This project is estimated to benefit 25 people from the Common Good Fund area. A number of the group are pensioners on a limited income. This project will support their mental health and wellbeing as it tackles social isolation over the festive period.

- 5.10 The total cost of the project is estimated at £545. A breakdown of costs has been provided below. The group were last awarded funding by the Common Good Fund in 2019 for £315.

Specific items	Basis of Costing	Amount
Hire of Hall		£30
Music	£25 x 4hrs	£100
Catering		£375
<b>Total</b>		<b>£545</b>

### Consideration

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

### Friends of St John's Kirk

- 5.12 In the Perth Common Good Fund budget of February 2022, provisions for a grant totalling £2,000 was made for the Friends of St John's Kirk to support carillon recitals in the Kirk. St John's are now looking to draw down the funding allocated in the budget for this financial year 2022/2023. St John's Kirk were last awarded a grant of £1,500 funding in 2019.

Specific items	Basis of Costing	Amount
14 Recitals	Each cost £140	£1960
Printing and lighting costs		£40
<b>Total</b>		<b>£2,000</b>

### Consideration

- 5.13 It is considered that a grant of £2,000 is consistent with the approved budget for financial year 2022/2023.

### Perth Orchestral Society

- 5.14 A grant of £4,400 has been requested by the Perth Orchestral Society to help support this year's annual running costs. The grant will go towards funding the hiring of their professional conductor and orchestra leader for this year's performances.
- 5.15 This project is estimated to support 68 members from the Common Good area. Nine members come from outside Perth and Kinross. The Orchestral Society is the only amateur adult orchestral society in the area. Being able to play music together contributes to members mental health and wellbeing. It is estimated that around 1,670 members of the public will attend the performances over the year.
- 5.16 The total cost of the project is estimated at £22,275 of which £8,900 has been secured through other funds. A breakdown of costs has been provided below.

<b>Specific items</b>	<b>Basis of Costing</b>	<b>Amount</b>
Fees to Conductor, leader, soloist and extra players	Agreed rates (negotiated with conductor, leader, soloist: Standard rate for players)	£10,460
Concert hall hire		£8,000
Rehearsal venue hire	£40 per hire	£1,000
Music Hire, and Librarian expenses		£1,000
Publicity	Posters, programmes etc)	£250
Annual Administrative	Based on previous years	£1,565
<b>Total proposed expenditure</b>		<b>£22,275</b>
<b>Contribution from Group</b>		<b>£2,900</b>
<b>Contribution from Participants</b>		<b>£4,800</b>
Forteviot Trust (approved)		£1,200
Gannochy Trust (Pending)		£5,000
Gift aid from Subscriptions, fundraising and donations		£3,935
<b>Funding requested</b>		<b>£4,400</b>

### **Consideration**

5.17 It is considered that a grant of £4,400 is consistent with Criteria 9.2(b).

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

5.18 A grant of £480 has been requested by the Tulloch Primary School Parent Council for this year's Pantomime to be held at the school. This project is estimated to support 432 pupils from Tulloch Primary School to attend the Pantomime. All participants are from the Common Good Fund area.

5.19 The total cost of the project is estimated at £1,199 of which £719.60 has been secured through other funds. The Parent Council were previously awarded funding by the Common Good in previous financial years.

<b>Financial Year</b>	<b>Amount Granted</b>
2021	£440
2019	£420

A breakdown of costs for this application has been provided below.

<b>Specific items</b>	<b>Basis of Costing</b>	<b>Amount</b>
M&M productions	Booking Contract	£1,199
<b>Total proposed expenditure</b>		<b>£1,199</b>
<b>Contribution from Group</b>		<b>£719.40</b>
<b>Funding requested</b>		<b>£480</b>

### **Consideration**

5.20 It is considered that a grant of £480 is consistent with Criteria 9.7.

### **Buttons & Bows Baby Bank**

5.21 A grant of £540 has been requested by the Button and Bows Baby Bank to offer free activity sessions to families with children under 4 years old. Families will have the opportunity to take part in an activity with their babies/children. These sessions will be delivered in partnership with Nature Connects Perthshire who will be the tutor and will plan and deliver the sessions. This project is estimated to support 56 people from the Common Good area.

5.22 The total cost of the project is estimated at £800 of which £260 has been secured though other funds. A breakdown of costs has been provided below. The Button and Bows Baby Bank were previously awarded a grant of £2,000 in May 2021 for a trial of baby bank sessions at a local food share project.

<b>Specific items</b>	<b>Basis of Costing</b>	<b>Amount</b>
Venue rental	£10 per hour (2 hour per week over 21 weeks)	£420
Activity Costs	Tutors Fees for delivering sessions	£120.00
Arts & Craft materials		£100
Refreshments		£160
<b>Total proposed expenditure</b>		<b>£800</b>
<b>Contribution from Group</b>		<b>£260</b>
<b>Funding requested</b>		<b>£540</b>

### **Consideration**

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

### **Perth Festival of Arts**

5.24 A grant of £1,588 has been requested by the Perth Festival of the Arts for their annual arts festival, taking place for 10 days in May in venues around the

city. The festival covers a wide range of arts and aims to inspire people of all ages and backgrounds to experience the arts, enjoying new opportunities and insights, and benefiting from the many life-enhancing benefits that the arts bring.

- 5.25 This project is estimated to support 5,900 people from the Common Good Fund area and another 1,960 who are from elsewhere in Perth and Kinross. The Project will run from 18 – 27 May 2023. By using cultural venues and outside spaces the banners will help showcase the festival around the City Centre. The investment will help maintain the festivals brand and presence for at least the next three years.
- 5.26 The total cost of the project is estimated at £3,970. A breakdown of costs has been provided below.

Specific items	Basis of Costing	Amount
Design of pop-up banners and outdoor banners		£650
Production Pop up banners x4 Hangings x12 plus installation		£276 £2,376
Window clings for local businesses		£243
Gazebo hire and delivery		£225
T-shirts for Volunteers	£10 per t-shirt	£200
<b>Total proposed expenditure</b>		<b>£3,970</b>
<b>Contribution from Group</b>		<b>£2,382</b>
<b>Funding requested</b>		<b>£1,588</b>

### Consideration

- 5.27 It is considered that a grant of £1,588 is consistent with Criteria 9.2(a).

## 6. CONCLUSION

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

### Authors

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### Approved

Name	Designation	Date
Barbara Renton	Executive Director (Communities)	23 November 2022



## APPENDICES

- Appendix 1 – Perth City Common Good Fund Criteria

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## 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>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 2022/23 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.

#### **6. BACKGROUND PAPERS**

- 6.1 Perth Common Good Fund Application papers.