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Council Building
2 High Street
Perth
PH1 5PH

14/12/2022

A hybrid meeting of the **Perth Common Good Fund Committee** will be held in the **Council Chamber** on **Wednesday, 21 December 2022** at **09:00**.

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:

Bailie Chris Ahern
Councillor Liz Barrett
Councillor Peter Barrett
Councillor Andy Chan
Councillor Stewart Donaldson
Councillor Eric Drysdale
Councillor Grant Laing
Councillor Brian Leishman
Councillor Iain MacPherson
Councillor Ian Massie
Councillor Sheila McCole
Depute Provost Andrew Parrott
Councillor John Rebbeck

Perth Common Good Fund Committee

Wednesday, 21 December 2022

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 COMMITTEE OF 28 SEPTEMBER 2022 FOR APPROVAL** **5 - 6**
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE** **7 - 22**
Report by Head of Culture and Community Services (copy herewith 22/305)
- 6 2022/23 FINANCIAL STATEMENT** **23 - 28**
Report by Head of Finance (copy herewith 22/306)

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<p>All Council Services can offer a telephone translation facility.</p>

PERTH COMMON GOOD FUND COMMITTEE

Minute of hybrid meeting of the Perth Common Good Fund Committee held in the Council Chamber, 2 High Street, Perth on Wednesday 28 September 2022 at 9.30am.

Present: Councillors A Parrott, C Ahern, L Barrett, P Barrett, A Chan, S Donaldson, E Drysdale, G Laing, B Leishman, I MacPherson, I Massie, S McCole and J Rebbeck.

In Attendance: A Brown, D Coyne, J Guild, K Molley, and M Pasternak (all Corporate and Democratic Services); L Campbell, L Haxton and J Gardner (all Communities).

Councillor A Parrott, Convener.

1. WELCOME AND APOLOGIES

Councillor A Parrott welcomed all present to the meeting.

2. DECLARATIONS OF INTEREST

In terms of Councillors' Code of Conduct, Councillors L Barrett and P Barrett declared a non-financial interest in Item 5 (2).

3. MINUTE OF MEETING OF THE PERTH COMMON GOOD FUND OF 22 JUNE 2022 FOR APPROVAL

The minute of meeting of the Perth Common Good Fund Committee of 22 June 2022 was submitted and approved as a correct record.

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 (22/234) asking Perth Common Good Fund Committee to consider applications for financial assistance for two small grants.

Resolved:

- (1) The grant of £20,000 previously awarded to St John's Kirk in April 2022, now be used towards the leadwork repair as opposed to the work on the spire and gilded finial as previously agreed.

COUNCILLORS L BARRETT AND P BARRETT LEFT THE MEETING AT THIS POINT.

- (2) Perth and District Scout Council be awarded £900 towards financial support for young Scouts aged 14-17 and young leaders aged 18-25 to attend the World Scout Jamboree in Korea 2023.

COUNCILLORS L BARRETT AND P BARRETT RETURNED TO THE MEETING.

6. BONFIRE AND FIREWORKS DISPLAY EVENT ON 5 NOVEMBER 2022

There was submitted a report by the Head Culture and Community Services (22/235) providing details of the Bonfire and Fireworks event on 5 November 2022 to be organised by the Perth and Strathearn 200 Round Table, and requesting additional funding from Perth Common Good Fund Committee.

Resolved:

- (i) Perth and Strathearn 200 Round Table be awarded £22,094 for the costs of the Bonfire and Fireworks Display on 5 November 2022, comprising £16,500 previously allocated, with an additional grant of £5,594.
- (ii) An Environmental Impact Assessment to be completed and submitted for consideration by Perth Common Good Fund Committee, prior to additional funding for future years being agreed.

7. 2022/23 FINANCIAL STATEMENT

There was submitted a report by the Head of Finance (22/236) providing details of the Income and Expenditure to 31 July 2022 and the projected outturn for the Financial Year 2022/23 for the Perth Common Good Fund.

Resolved:

The projected Income and Expenditure to 31 July 2022 for the Perth Common Good Fund for the 2022/23 Financial Year, as set out in Appendix 1 to Report 22/236, 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. LANDLORD'S CONSENT FOR PROPOSED SUBLETTING OF 2 GROUND LEASES TOTTALLING 0.916AC, HARBOUR ROAD, PERTH

There was submitted a report by Head of Planning & Development (22/237) seeking approval for (1) Landlord's consent to be given to Daltrade Limited for a proposed subletting to Sodra Wood Limited under the terms of two ground leases totalling 0.916 acres, Harbour Road, Perth and (2) agree a rent review with Daltrade Limited under the lease of 0.358 acres.

Resolved:

- (i) Landlord's consent to Daltrade Limited to sublet two subject sites to Sodra Wood Limited, be approved.
- (ii) The rent review effective 1 May 2021 under the terms of the lease of 0.358 acres at Harbour Road, Perth to Daltrade Limited as detailed in report 22/237, be approved.

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:

2022/23 Financial Assistance Budget	
St John's Kirk Carillon	£2,000
Fireworks	£16,500
Small Grants	£60,000
Capital Grants	£40,000
Value of grants paid and committed	
Fireworks	£22,094
Small Grants	£17,654
Capital Grants	£37,000
Remaining Financial Assistance Budget	
Small Grants	£36,752
Capital Grants	£3,000
Value of funding requested and under consideration	
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
Total proposed expenditure		£51,962
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
Funding requested		£3,420

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
Total	£27,120

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
Total		£545

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
Total		£2,000

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 though other funds. A breakdown of costs has been provided below.

Specific items	Basis of Costing	Amount
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
Total proposed expenditure		£22,275
Contribution from Group		£2,900
Contribution from Participants		£4,800
Forteviot Trust (approved)		£1,200
Gannochy Trust (Pending)		£5,000
Gift aid from Subscriptions, fundraising and donations		£3,935
Funding requested		£4,400

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.

Financial Year	Amount Granted
2021	£440
2019	£420

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

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

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.

Specific items	Basis of Costing	Amount
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
Total proposed expenditure		£800
Contribution from Group		£260
Funding requested		£540

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
Total proposed expenditure		£3,970
Contribution from Group		£2,382
Funding requested		£1,588

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

Name	Designation	Contact Details
James Gardner	Community Empowerment Officer	(01738) 475000 ComCommitteeReports@pkc.gov.uk
Lee Haxton	Community Planning Team Leader	

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

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 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

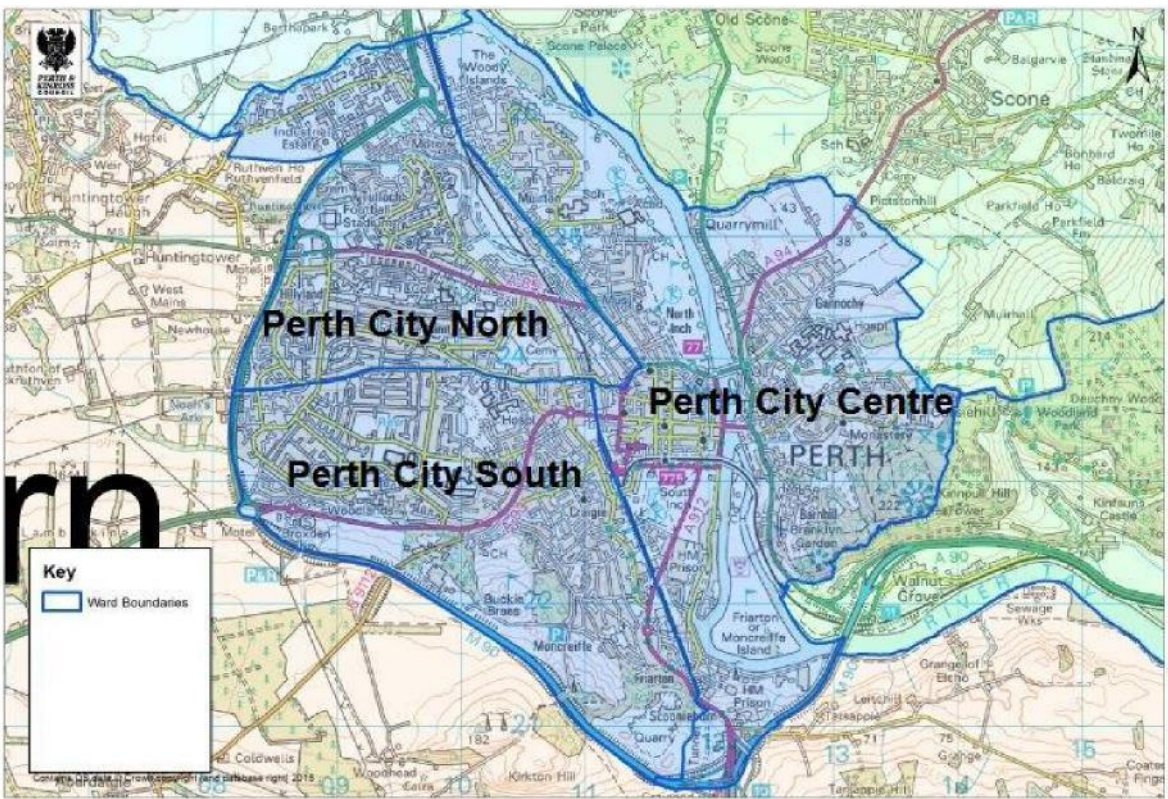
- 5.1 Not applicable.

6. BACKGROUND PAPERS

- 6.1 Perth Common Good Fund Application papers.

**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

21 DECEMBER 2022

2022/23 FINANCIAL STATEMENT

**Report by Head of Finance
(Report No. 22/306)**

1. PURPOSE OF REPORT

This report provides details of the Income and Expenditure to 31 October 2022 and the projected outturn for Financial Year 2022/23 for the Perth Common Good Fund.

2. RECOMMENDATIONS

2.1 The Committee is requested to:

- (i) Note the projected Income and Expenditure to 31 March 2023 for the Perth Common Good Fund for the 2022/23 Financial Year, as set out in Appendix 1 to the report.

3. BACKGROUND / MAIN ISSUES

3.1 The budget for Financial Year 2022/23 was approved by the Committee on 21 February 2022 (Report 22/40 refers). The Committee received financial monitoring updates at the meetings on 26 April 2022 (Report 22/100 refers), 22 June 2022 (Report 22/144 refers) and 28 September (Report 22/236 refers).

3.2 This report provides an update on the projected outturn for Financial Year 2022/23.

4. PROPOSALS

Financial Statement 2022/23

4.1 Appendix 1 provides the 2022/23 Financial Statement which includes the Budget approved by Committee on 21 February 2022 (Report 22/40 refers).

4.2 The year end projection for rental income which will be received in 2022/23 has been increased by £30,625. The increase reflects the backdated income which arises from the rent reviews completed in 2022. There are currently no other changes to year end estimates for income or expenditure.

4.3 The previously reported surplus for 2022/23 has increased to £63,325 and the estimated Fund balance at 31 March 2023 is £1,882,317.

Author(s)

Name	Designation	Contact Details
Donald Coyne	Senior Accountant	CHXFinance@pkc.gov.uk

Approved

Name	Designation	Date
Stewart Mackenzie	Head of Finance	30 November 2022
Karen Donaldson	Chief Operating Officer	1 December 2022

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
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

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.

5. BACKGROUND PAPERS

- 5.1 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.

6. APPENDICES

- Appendix 1 – Perth Common Good Fund - Financial Statement for the period to 31 October 2022 for Financial Year 2022/23

PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR FINANCIAL YEAR 2022/23 AS AT 31 OCTOBER 2022

	<u>2022/23 Budget</u>	<u>Actual to date</u>	<u>Committed and Under Consideration</u>	<u>Projected Outturn</u>	<u>Projection Over/(Under) Spend</u>
	£	£	£	£	£
<u>Expenditure</u>					
<u>Property Costs</u>					
Rent & Rates	1,300	1,163	-	1,300	-
Repairs and Maintenance - General	15,000	-	-	13,500	(1,500)
Depreciation & Impairment	3,400	-	-	3,400	-
	19,700	1,163	-	18,200	(1,500)
<u>Supplies and Services</u>					
Financial Assistance - St Johns Kirk Carillon	2,000	-	2,000	2,000	-
Financial Assistance - Fireworks	16,500	15,000	5,594	22,094	5,594
Financial Assistance - Small Grants	60,000	14,149	19,612	54,406	(5,594)
Financial Assistance - Capital Grants	40,000	-	37,000	40,000	-
Administration Charges	15,000	-	-	15,000	-
Legal Fees	-	-	-	1,500	1,500
Printing, Stationery, Advertising and Postages	500	-	-	500	-
	134,000	29,149	64,206	135,500	1,500
<u>Christmas Events</u>					
Rent, Rates & other property costs (storage for Christmas lights)	15,000	10,350	4,650	15,000	-
Erect, Dismantle and Maintain Christmas Lights	20,000	-	16,987	20,000	-
Switch on Ceremony	40,000	-	40,000	40,000	-
	75,000	10,350	61,637	75,000	-
Total Expenditure	228,700	40,662	125,843	228,700	-
<u>Income</u>					
Rents, Fees & Charges	244,000	185,639	-	274,625	30,625
Interest on Investments	6,000	-	-	16,500	10,500
Fishing Permits	900	254	-	900	-
Total Income	250,900	185,893	-	292,025	41,125
Surplus / (Deficit)	22,200	145,231	(125,843)	63,325	41,125
Estimated Opening Balance 01/04/22	1,818,992			1,818,992	
Surplus / (Deficit)	22,200			63,325	
Projected Common Good Fund Balance at 31 March 2023	1,841,192			1,882,317	
Earmarked in Reserves:-					
Minimum Revenue Account Balance	(1,500,000)			(1,500,000)	
Repair and Renewal Reserve	(120,000)			(120,000)	
Projected Uncommitted Closing Balance at 31 March 2023	221,192			262,317	

PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR FINANCIAL YEAR 2022/23 AS AT 31 OCTOBER 2022

<u>Grants</u>			
	<u>Small Grants</u>	<u>Capital Grants</u>	<u>Meeting</u>
<u>Paid</u>			
Perthshire Musical (Competition) Festival Association (Perform in Perth)	£ 4,569		26/04/2022
Perth Chinese Association	£ 9,000		26/04/2022
St Johns RC Academy Parent Council - annual prizegiving	£ 580		22/06/2022
Total Paid	£ 14,149	£ -	
<u>Committed</u>			
PLUS Perth and Kinross	£ 1,920		26/04/2022
PKAVS Mental Health & Wellbeing Hub (The Walled Garden)		£ 17,000	26/04/2022
St. John's Kirk of Perth		£ 20,000	26/04/2022
Black Watch Castle & Museum - Jubilee Celebrations	£ 685		22/06/2022
P&K District Scout Council - World Scout Jamboree 2023	£ 900		28/09/2022
Perth Strathearn Round Table - Perth Fireworks Display 2023	£ 5,594		28/09/2022
Total Committed	£ 9,099	£ 37,000	
<u>Under Consideration</u>			
Perth Amateur Operatic Society - Musical March 2023	£ 3,420		22/12/2022
Perthshire Music Festival - March 2023	£ 5,424		22/12/2022
Moncreiffe Tea Dance Group - Christmas Party 2022	£ 255		22/12/2022
St John's Kirk - Carillon 2022/23	£ 2,000		22/12/2022
Perth Orchestral Society	£ 4,400		22/12/2022
Tulloch Primary School - Pantomime December 2022	£ 480		22/12/2022
Buttons & Bows Baby Bank	£ 540		22/12/2022
Perth Festival of Arts - Annual Arts Festival May 2023	£ 1,588		22/12/2022
Total Under Consideration	£ 18,107	£ -	
Total	£ 41,355	£ 37,000	