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Council Building
2 High Street
Perth
PH1 5PH

19/04/2022

A virtual meeting of **Perth Common Good Fund Committee** will be held on **Tuesday, 26 April 2022 at 09:30.**

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:

Councillor Andrew Parrott (Convener)
Councillor Chris Ahern
Councillor Liz Barrett
Councillor Peter Barrett
Councillor Audrey Coates
Councillor Harry Coates
Councillor Eric Drysdale
Councillor John Duff
Councillor Murray Lyle
Councillor Ian Massie
Councillor Sheila McCole
Councillor John Rebbeck
Councillor Willie Wilson

Perth Common Good Fund Committee

Tuesday, 26 April 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 THE PERTH COMMON GOOD FUND COMMITTEE OF 21 FEBRUARY 2022 FOR APPROVAL** **5 - 8**
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCE ASSISTANCE** **9 - 24**
Report by Head of Culture and Community Services (copy herewith 22/99)
- 6 2021/22 & 2022/23 FINANCIAL STATEMENTS** **25 - 32**
Report by Head of Finance (copy herewith 22/100)

IT IS RECOMMENDED THAT THE PUBLIC AND PRESS SHOULD BE EXCLUDED DURING CONSIDERATION OF THE FOLLOWING ITEM(S) IN ORDER TO AVOID THE DISCLOSURE OF INFORMATION WHICH IS EXEMPT IN TERMS OF SCHEDULE 7A TO THE LOCAL GOVERNMENT (SCOTLAND) ACT 1973

- P1 PROPOSED GROUND LEASE OF WEIGHBRIDGE SITE 0.14 ACRES, HARBOUR ROAD, PERTH AND RENT REVIEW AGREEMENT ON 0.232 ACRES FRIARTON ROAD, PERTH**
- Exempt Reason 6 - Information relating to the financial or business affairs of any particular person (other than the authority).
 - Exempt Reason 9 - Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

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PERTH COMMON GOOD FUND COMMITTEE

Minute of meeting of the Perth Common Good Fund Committee held virtually via Microsoft Teams on Monday 21 February 2022 at 09.30am.

Present: Councillors A Parrott, L Barrett, P Barrett, J Duff, S McCole, J Rebbeck and W Wilson.

In Attendance: D Coyne, L Davison, L Haxton, S Hendry, K Molley, A Brown, L McGuigan, B Parker and M Pasternak (all Corporate and Democratic Services); and L Campbell and M Hill (Communities).

Apologies: Councillors C Ahern, A Coates, H Coates, E Drysdale, M Lyle and I Massie.

1. WELCOME AND APOLOGIES

Councillor A Parrott welcomed all present and apologies were noted as above.

2. DECLARATIONS OF INTEREST

There were no declarations of interest made in terms of Councillors' Code of Conduct.

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Perth Common Good Fund Committee of 8 December 2021 was submitted and approved as a correct record.

4. MATTERS ARISING

There were no matters arising.

5. REQUEST FOR CHANGE OF USE OF FUNDING

There was submitted a report by Head of Culture and Community Services (22/37) detailing the change of use of funding for three requests.

Resolved:

It be agreed to the change of use of funding for three requests outlined in report 22/37.

6. APPLICATIONS FOR FINANCIAL ASSISTANCE

There was submitted a report by Head of Culture and Community Services (22/38) asking Perth Common Good Fund Committee to consider applications for financial assistance for 2 small grants and 2 capital grants.

Resolved:

(1) All Strong Scotland CIC (Community Interest Company)

All Strong Scotland CIC (Community Interest Company) not be awarded a grant towards their Fitness to Feel Better programme as limited information had been provided. It be requested that officers contact All Strong Scotland and ask them to engage with Education and Children's Services before making another application.

(2) Adventure Circus SCIO (Scottish Charitable Incorporated Organisation)

Adventure Circus SCIO (Scottish Charitable Incorporated Organisation) be awarded a grant of £4,292 towards 'The Legend of Kinnoull Hill Dragon' project.

(3) North Inch Golfers Group

North Inch Golfers Group be awarded a grant of £4,900 towards enhancing the appearance of a new golf starters box using external timber cladding on a modular building.

(4) Darnhall Tennis Club

Darnhall Tennis Club be awarded a grant of £2,355 towards making improvements (bonding treatment and repainting) to 3 of their main tennis courts.

7. FINANCIAL SUPPORT FOR ST JOHN'S KIRK CARILLON

There was submitted a report by the Head of Culture and Communities (22/39) asking the Common Good Fund Committee to approve annual funding to St John's Kirk, Perth for Carillon recitals.

Resolved:

It be agreed to award an annual grant of £2,000 to St John's Kirk for carillon recitals which is in line with financial assistance awarded and paid during previous financial years.

8. 2022/23 BUDGET AND 2021/22 FINANCIAL STATEMENT

There was submitted a report by the Head of Finance (22/40) seeking approval of the budget for Financial Year 2022/23 for the Perth Common Good Fund; and (2) detailing the Income and Expenditure to 31 December 2021 and the projected outturn for Financial Year 2021/22.

Resolved:

- (i) The Perth Common Good Fund budget for financial year 2022/23, as set out in Appendix 1 to report 22/40, be approved.
- (ii) The Perth Common Good Fund draft budget for financial years 2023/24 and 2024/25, as set out in Appendix 1 to report 22/40, be noted.

- (iii) The Perth Common Good Fund Income and Expenditure to 31 December 2021 and the projected outturn to 31 March 2022, as set out in Appendix 2 to report 22/40, 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. SITE 1.8 ACRES, SHORE ROAD, PERTH ASSIGNATION OF LEASE AND RENT REVIEW

There was submitted a report by Executive Director (Communities) (22/41) seeking approval to transfer the current lease to Cemex UK Operations Limited of a site on Shore Road, Perth to Tillicoultry Quarries Limited and to agree the rent review.

Resolved:

- (i) The assignment of the lease of the 1.8-acre site located at Shore Road, Perth to Tillicoultry Quarries Limited, be approved.
- (ii) The rent review effective from 30 September 2020 under the terms of the lease at a revised sum detailed in report 22/41, be approved.

P2. KING JAMES VI GOLF CLUB, MONCRIEFFE ISLAND, PERTH RENT REVIEW

There was submitted a report by Executive Director (Communities) (22/42) seeking approval of the proposed rent review for King James VI Golf Club.

Resolved:

The rent review set out in report 22/42 be agreed for King James VI Golf Club, Moncrieffe Island, until the next proposed rent review (if justified) in 2026.

PERTH COMMON GOOD FUND COMMITTEE

26 April 2022

APPLICATIONS FOR FINANCIAL ASSISTANCE

Report by Head of Culture & Community Services
(Report No. 22/99)

1. PURPOSE

- 1.1 The report asks Perth Common Good Fund Committee to consider applications for financial assistance for 3 small grants and 2 capital grants.

2. RECOMMENDATIONS

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

3. BACKGROUND / MAIN ISSUES

- 3.1 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.
- 3.2 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.
- 3.3 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).
- 3.4 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	
Small Grants	£60,000
Capital Grants	£40,000
Value of grants paid and committed	
Small Grants	£ NIL
Capital Grants	£ NIL
Remaining Financial Assistance Budget	
Small Grants	£60,000
Capital Grants	£40,000
Value of funding requested and under consideration	
Small Grants	£17,629
Capital Grants	£37,000

4. SMALL GRANTS

Perthshire Musical (Competition) Festival Association (Perform in Perth)

- 4.1 An application has been received from Perthshire Musical (Competition) Festival Association, seeking a grant of up to £4,569 towards the Perform in Perth Festival 2022, which aims to advance, promote and encourage involvement in the performance of music, drama, dance, speech and literature. The event runs annually in March and consists of forty 3-hour sessions (120 hours) over two weeks. The festival enables competitors to gain experience of performing in public, whilst benefiting from the written and verbal adjudications by expert professionals. The event programme can be viewed [here](#). There are opportunities for competitors to compete for a trophy or medals. The event gives members of the public the opportunity to attend and see/hear performances from performers across Perth and Kinross. The event will be held in venues across Perth city (Perth Concert Hall; St Leonard's-in-the-Fields Church; St John the Baptist Episcopal Church; Elim Pentecostal Church; and North Inch Community Campus) and some performances will be hosted at Bankfoot Church Centre. Last year the event was held virtually. Approximately 75% of the over 1000 beneficiaries are from the Common Good area. People will know about the festival/event through advance publicity in the local press, as well as daily reporting/photographs of the results/winners in the local press throughout the run of the event.
- 4.2 The total costs for the project are £22,846, a breakdown of which has been included below. The group will charge entry fees for competitors and admission charges from members of the public (admission to Perth Concert Hall is £6 per session, £4 to all other venues, and £10 for a day ticket to all venues). Although there is only a gap of £2,720 between total proposed expenditure and total funding approved/requested, the group are applying for **up to** £4,569 due to the uncertainties of the pending funding and public admission costs so that they do not return a loss. If Perform in Perth secure the grants they have applied for elsewhere, the Common Good Fund grant will be adjusted downwards accordingly.

Specific items	Amount
Facility Hire	£8,481

Adjudicator/Accompanist Costs	£5,050
Postage etc.	£1,300
Stationary, Printing, Advertising	£2,100
Music Purchases	£200
Insurance	£515
Website Maintenance/Licences	£1,400
Honoraria (Secretaries, Music Secretary and Treasurer)	£3,000
Audit/Affiliation Fees	£500
Travel Subsidies	£300
Total proposed expenditure	£22,846
Forteviot Trust (approved)	£1,200
Thomson Trust (approved)	£850
Perth Guildry (approved)	£1,400
William Syson Foundation (pending)	£2,500
Patrons Subscriptions/Donations	£2,200
Performer's entry fees	£6,000
Public admissions	£4,000
Fundraising/Programme sales	£1,076
Advertising	£500
Bank interest/Gift Aid	£400
Funding requested	£4,569

Consideration

- 4.3 It is considered that a grant of **up to** £4,569 is consistent with Criteria 9.2(b).

Past Funding

Year	Amount	Criteria	Project
2020/2021	£1,500	9.2	Perform in Perth
2018/2019	£1,500	9.2	Perform in Perth

PLUS Perth and Kinross

- 4.4 An application of £4,060 has been received from PLUS Perth and Kinross for the Ropemakers Close & Horners Lane: History, Heritage & Health project. The aim of the project is to engage with the history of the Ropemakers Close and Horners Lane sites (rich archaeological and historical areas linked to Perth's trades, guilds and commerce, such as rope making) for the benefit of nearly 400 PLUS Perth members (a charity helping improve the lives of those suffering with mental health issues), the people of Perth, and Perth visitors. As part of the project, PLUS Perth members will undertake guided/facilitated research in Perth Museum and Art Gallery, the AK Bell Library, Perth and Kinross Archives. Local archaeologists and historians will deliver talks, undertake workshops and activities (with an artist/craftsperson) linked to the area's history and ultimately design and commission information boards to be mounted outside the two sites (with Perth and Kinross Council's permission). In particular, the project will engage with the Medieval and later history of the two sites and their immediate environments, and in the case of Ropemakers Close, the history of ropemaking in Perth. This project is part of the wider

work being undertaken by the group to improve Horners Lane and Ropemakers Close; the project is just one aspect of this work.

- 4.5 Those experiencing mental health issues are likely to come to PLUS Perth for support. The project will help to reignite the passions of some members to become an active participant in community building and help them find new purpose/sense of belonging after experiencing difficult periods of their lives. Around 400 (aged 17+) people from the Common Good Area are expected to benefit from the project. It is also expected to benefit everyone in Perth and Kinross, as well as visitors to the area, indirectly. The sites will be accessible to and will host events for the wider community.
- 4.6 Made in Perth, a local history and heritage charity, has been assisting PLUS Perth in developing the project and will continue to play a part in the project's implementation. The group have also been working and liaising closely with Perth and Kinross Council on the purchase of the Ropemakers building and have explained their project's vision to officers during this process. The project is estimated to take place between June 2022 and May 2023, dependent on securing the funding - it has been noted that without any funding, the project would not go ahead.
- 4.7 The total costs for the project are £4,060, a breakdown of which has been included below. The applicant has not received grant funding from the Common Good Fund in the last three years.

Specific items	Basis of costing	Amount
Alder Archaeology working with PLUS Perth members: preparing and giving a talk, working with members on their research, developing information boards and managing their production and mounting.	£200 per day plus VAT – six days – standard daily rate for Alder Archaeology	£1,440
Miscellaneous expenses: reproduction, minor travel costs for members, copyright permissions, contingency.	Estimated based on experience running other projects	£540
Artist or Craftsperson delivering ropemaking workshops and activities.	£200 per day plus VAT – two days - standard daily rate	£480
Information board manufacture and mounting.	Estimated based on experience running other projects	£1,600
Total proposed expenditure		£4,060
Funding requested		£4,060

Consideration

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

Perth Chinese Association

- 4.9 An application of £9,000 has been received from Perth Chinese Association to contribute to the Perthshire Mela 2022 project. It is a 1-day event due to be held on Sunday 5th June between 12.00pm to 5.00pm in Perth City as part of the Queen's Platinum Jubilee Celebrations. The event will feature: a main stage featuring a line-up of acts from international artists and local talent; music from DJs, MCs, and musical performers; art; dance; a fashion parade; a Mela Kid zone hosting a schedule of activities to keep children entertained, for example dance workshops, arts and crafts and live performances; food; and a market of stalls. The aim of the project is to advance the education and community development of the minority communities in Perth & Kinross to encourage active participation, and to promote cultural harmony, equality and diversity among communities, fostering integration and community cohesion.
- 4.10 Due to the City of Perth Chinese New Year and many other multi-cultural events not being celebrated in public due to the pandemic, the following groups have invested their time and effort to organise a Mela: Perth Chinese Association, ESOL Perth, Perth Polish School, Perth Polish Scouts, Saints Community Trust, Perth Indian Association, and Perth Welfare Society. It is currently anticipated that the Mela, linked to the Platinum Jubilee Mela aims to attract at least 1350 people from the Common Good Area, 1350 people from elsewhere in Perth and Kinross, and 900 people from outside of Perth and Kinross. Attendees will not be charged entry to the Mela.
- 4.11 The total costs are estimated to be £25,000, a breakdown of which has been provided below – all of the prices are based on quotes.

Specific items	Amount
Main Stage, Viewing Screen, Sound & Lighting	£6,000
Security and first aid	£1,000
Main Stage Acts/Groups & Performers & parade	£15,000
Decorations & Flags	£2,000
Stalls	£1,000
Total proposed expenditure	£25,000
PKC Events Fund (secured)	£11,000
Individual donations (secured)	£1,000
Perth Chinese Association group contribution (secured)	£1,500
Confederation of all Chinese Associations in Scotland (secured)	£1,000
Pledge from Perth Indian Association (pending)	£1,000
Estimated to be received in individual donations from local businesses etc (pending)	£500
Funding requested	£9,000

Consideration

- 4.12 It is considered that a grant of £9,000 is consistent with Criteria 9.2(a).

Past Funding

Year	Amount	Criteria	Project
2021/2022	£4,200	9.2	Chinese New Year Celebrations 2022 - cancelled
2020/2021	£3,500	9.2	COVID – Winter Festival cancelled 2019/20
2019/2020	£3,500	9.2	Chinese New Year Celebrations 1st and 2nd Feb 2020
2018/2019	£3,000	9.2	Chinese New Year Feb 2019

5. CAPITAL GRANTS

PKAVS Mental Health & Wellbeing Hub (The Walled Garden)

- 5.1 An application of £17,000 has been received from PKAVS MHWB to contribute to the Room for Recovery project. Since 1994, PKAVS Mental Health & Wellbeing Hub has been delivering wellbeing support to the local community from the grounds of The Walled Garden based at Murray Royal Hospital. Since the service has been established, PKAVS have erected three portable buildings: a client portacabin used as a social/recreational space, a second portable art studio and a small timber shed used as the staff office. These buildings are no longer considered fit for purpose; however, they are essential to the delivery of the service. In order for the service to be sustained, the group are requesting funds to purchase a replacement office, including a therapeutic meeting room for their clients (modular building style structure). The building and work will be sourced from a local supplier ensuring there is as little environmental impact as possible. By investing in the replacement office, the group aim to create a space for staff that enables them to perform the group's services at the optimum level for their clients. This will be the final stage of the full 'Room for Recovery' project.
- 5.2 Around 120+ people (per annum) in the Common Good area, of varying ages, are expected to benefit from the project. 5+ people from elsewhere in Perth and Kinross, and 5+ people from outside of Perth and Kinross are also expected to benefit. The project is predicted to start in May 2022, with the intention to have this complete within a year.
- 5.3 The total costs are estimated to be £68,000, of which a breakdown has been included below. The building will be maintained on an annual basis, using money from the group's maintenance budget set aside each year. Any additional costs such as paintwork/papering and flooring will be covered using the maintenance budget.

Specific items	Basis of costing	Amount
Office unit (3 rooms) inclusive of: removal of existing structure, laying of foundations, erection of new portable building (fully insulated and A-rated double glazing windows/doors), light fittings and sockets, and VAT.	Quote from Eurocell	£68,000

Total proposed expenditure	£68,000
The National Lottery Young Start Fund (secured)	£10,000
Mental Health Outcomes Framework pot (secured)	£10,000
The Jimmie Cairncross Charitable Trust (pending)	£5,000
The Thomson Charitable Trust (pending)	£5,000
The Guildry (pending)	£5,000
Fundraising target – 24 hour charity event and other small events such as car washes, bake sales, plant sales.	£16,000
Funding requested	£17,000

Consideration

- 5.4 It is considered that a grant of £17,000 is consistent with Criteria 10.4.

Past Funding

Year	Amount	Criteria	Project
2021/2022	£800		Speak Over Stigma
2020/2021	£18,786	Capital	Room for Recovery (Building Creativity) phase 1
2019/2020	£1,329	9.2	Open Studios leading to an End of Year Production

St. John's Kirk of Perth

- 5.5 An application of £20,000 has been received from St. John's Kirk of Perth for the repair of the Kirk spire and reinstatement of the gilded finial. In 2019, leaks in the leaded spire were investigated and the finial was found to be unsafe and the leaks unable to be repaired. Following advice from conservation architects (LDN Architects), structural engineers (Elliott and Co.), and Hardies Property and Construction Consultants, a programme of work has been developed under the leadership of LDN's Conservation Architect. The grant will be used to boost the funds already available to assess what needs to be done and carry out repairs.
- 5.6 St. John's Kirk is a city landmark of historical and architectural interest. The finial has been absent from the skyline for 2 years and the aim is to restore this. It is also adjacent to the new Museum, home to the Stone of Destiny, which is expected to attract many visitors. The group are also about to launch a press release to boost the present use of the Kirk. The project is estimated to begin mid-June 2022 and be completed mid-September 2022. The project is estimated to benefit an estimated 20,000 people from the Common Good Area, 40,000 people from elsewhere in Perth and Kinross, and 100,000 people from outside of Perth and Kinross.

- 5.7 The total cost of the project is £260,000, of which a breakdown has been detailed in the table below.

Specific items	Basis of costing	Amount
Repair of spire	Probable cost, Hardies, 2021	£200,000
Allowance for inflation	Excluded by Hardies, 2021. 10% assumed	£20,000
Repairs to finial and regilding cockerel	Verbal, 23/02/2022, from Ratho Forge for repair and gilding but not installation	£8,000
Allowance for risk	Excluded by Hardies, 2021. 15% assumed	£30,000
VAT	Excluded by Hardies but largely recoverable under the Listed Places of Worship Grant Scheme.	£2,000
Total proposed expenditure		£260,000
Funding secured from group contributions (for all works except finial repairs)		£200,000
The Guildry (pending)		£20,000
Cairncross Trust (pending)		£20,000
Funding requested		£20,000

Consideration

- 5.8 It is considered that a grant of £20,000 is consistent with Criteria 10.4.

Past Funding

Year	Amount	Criteria	Project
2020/2021	£1,500	9.8	Carillion Recitals for Civic Engagements
2018/2019	£1,329	9.8	Civic Recitals

Authors

Name	Designation	Contact Details
Lee Haxton	Community Planning & Policy Team Leader	01738 475000 ComCommitteeReports@pkc.gov.uk

Approved

Name	Designation	Date
Barbara Renton	Executive Director (Communities)	04 April 2022

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan	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 budget.

Workforce

- 2.2 N/A.

Asset Management (land, property, IT)

- 2.3 N/A.

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. The Equality Impact Assessment undertaken in relation to this report can be viewed clicking [here](#).

Strategic Environmental Assessment

- 3.2 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.
- 3.3 The proposals have been considered under the Act 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 N/A.

Legal and Governance

- 3.5 The Head of Legal and Governance has been consulted.

Risk

- 3.6 N/A.

4. Consultation

Internal

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

External

4.2 N/A.

5. Communication

5.1 N/A.

6. BACKGROUND PAPERS

6.1 Perth Common Good Application papers.

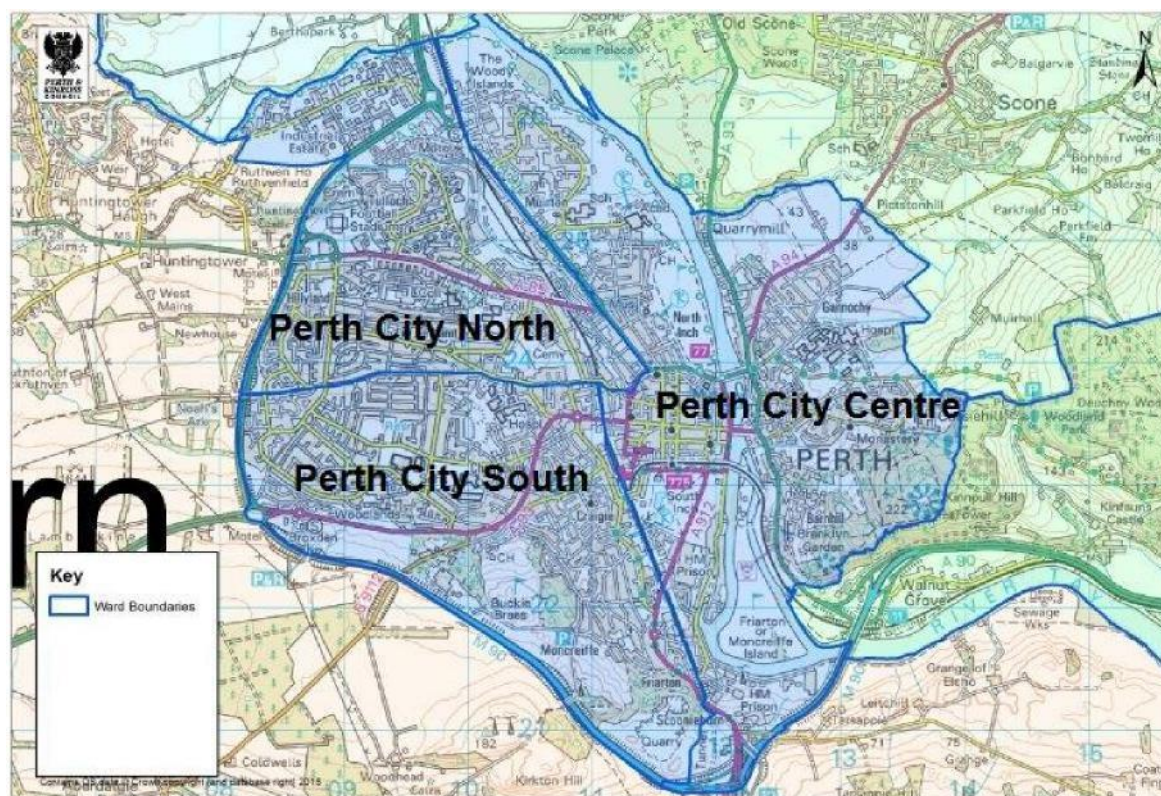
7. APPENDICES

7.1 Perth City Common Good Fund Criteria.

Appendix 1

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

26 APRIL 2022

2021/22 & 2022/23 FINANCIAL STATEMENTS

Report by Head of Finance

(Report No. 22/100)

1. PURPOSE OF REPORT

This report provides details of the Income and Expenditure to 11 March 2022 and the projected outturn for Financial Year 2021/22, and the projected outturn for Financial Year 2022/23.

2. RECOMMENDATIONS

2.1 The Committee is requested to:

- (i) Note the Income and Expenditure to 11 March 2022, and the projected outturn for Financial Year 2021/22 for the Perth Common Good Fund, as set out in Appendix 1.
- (ii) Note the projected outturn for Financial Year 2022/23 for the Perth Common Good Fund, as set out in Appendix 2.

3. BACKGROUND / MAIN ISSUES

- 3.1 The budget for Financial Year 2021/22 was approved by the Committee on 28 April 2021 (Report 21/54 refers).
- 3.2 Monitoring updates have been provided to the Committee throughout Financial Year 2021/22 (Reports 21/89, 21/170, 21/233, and 22/40 refer). The reported underspend in 2021/22 is mainly due to the impact of covid on public events and group activities throughout the financial year.
- 3.3 The budget for 2022/23, which was approved by the Committee on 21 February 2022 (Report 22/40 refers), is based on activity undertaken in the years prior to the covid pandemic and adjusted for anticipated changes in the new financial year.
- 3.4 This report provides the monitoring position and projected outturn for the Financial Year 2021/22, as detailed in Appendix 1, and the projected outturn for the Financial Year 2022/23, as detailed in Appendix 2.

4. PROPOSALS

Financial Statement 2021/22

- 4.1 As detailed in Appendix 1, the projected surplus for the Fund for Financial Year 2021/22 is £136,258 and the anticipated Fund balance at 31 March 2022 is £1,809,163.

- 4.2 The year-end outturn for the Fund has moved slightly from the previously reported position, as noted in Section 2.3 of this report. It is anticipated that there will be further adjustments during the closure of the accounts for 2021/22, and the unaudited income and expenditure for the Fund will be reported to a future meeting of this Committee.
- 4.3 Following the update to Committee on 21 February 2022 (Report 22/40 refers), the surplus for the year has increased by £9,968. A summary of the movement is provided below: -
- further £2,318 underspend on Finance Assistance due to the update of committed grant funding
 - an anticipated £1,250 underspend on Legal and Printing costs
 - further £5,000 underspend on activities relating to Christmas Events
 - a £1,400 increase to the estimate for interest which will be received for the year

Financial Statement 2022/23

- 4.4 Appendix 2 provides the 2022/23 Financial Statement which includes the Budget approved by Committee on 21 February 2022 (Report 22/40 refers).
- 4.5 At the meeting of 21 February 2022, the Committee also approved funding for St Johns Kirk Carillon (Report 22/39 refers) to support the costs of delivering the annual programme of civic recitals. The corresponding £2,000 Financial Assistance budget is now included in Appendix 2.
- 4.6 There are no other adjustments to the 2022/23 Budget. The projected outturn for Interest on Investments has been increased by £10,500 due to the increase in interest rates at the time of placing the funds on fixed term deposit.
- 4.7 The projected surplus for 2022/23 has, therefore, increased to £32,700 and the estimated Fund balance at 31 March 2023 is £1,841,863.

Author(s)

Name	Designation	Contact Details
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Approved

Name	Designation	Date
Stewart Mackenzie	Head of Finance	29 March 2022
Karen Donaldson	Chief Operating Officer	

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

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 11 March 2022 for Financial Year 2021/22
- Appendix 2 – Perth Common Good Fund - Financial Statement for Financial Year 2022/23

PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR PERIOD TO 11 MARCH 2022 FOR FINANCIAL YEAR 2021/22

	<u>2021/22 Budget</u>	<u>Actual to date</u>	<u>Committed & Under Consideration</u>	<u>Projected Outturn</u>	<u>Projection Over/(Under) Spend</u>
	£	£	£	£	£
<u>Expenditure</u>					
<u>Property Costs</u>					
Rent & Rates	1,300	966	-	1,300	-
Repairs and Maintenance - General	15,000	1,142	-	20,000	5,000
Depreciation & Impairment	3,400	-	3,400	3,400	-
	19,700	2,108	3,400	24,700	5,000
<u>Supplies and Services</u>					
Financial Assistance - Fireworks	16,500	-	-	-	(16,500)
Financial Assistance - Small Grants	60,000	3,206	9,859	13,064	(46,936)
Financial Assistance - Capital Grants	40,000	33,548	8,980	42,528	2,528
Administration Charges	15,000	15,000	-	15,000	-
Legal Fees	3,000	15	1,800	2,000	(1,000)
Printing, Stationery, Advertising and Postages	500	-	-	250	(250)
	135,000	51,769	20,639	72,843	(62,158)
<u>Christmas Events</u>					
Rent, Rates & other property costs (storage for Christmas lights)	13,000	8,527	-	9,000	(4,000)
Erect, Dismantle and Maintain Christmas Lights	22,000	6,960	-	8,000	(14,000)
Switch on Ceremony	40,000	-	-	-	(40,000)
	75,000	15,487	-	17,000	(58,000)
Total Expenditure	229,700	69,364	24,039	114,543	(115,158)
<u>Income</u>					
Rents, Fees & Charges	237,000	244,581	-	247,000	10,000
Interest on Investments	1,400	1,352	-	2,900	1,500
Fishing Permits	500	862	-	900	400
Total Income	238,900	246,795	-	250,800	11,900
Surplus / (Deficit)	9,200	177,432	(24,039)	136,258	127,058
Opening Balance 01/04/21	1,672,905			1,672,905	
Surplus / (Deficit)	9,200			136,258	
Projected Common Good Fund Balance at 31 March 2022	1,682,105			1,809,163	
Earmarked in Reserves:-					
Minimum Revenue Account Balance	(1,000,000)			(1,000,000)	
Repair and Renewal Reserve	(120,000)			(120,000)	
Projected Uncommitted Closing Balance at 31 March 2022	562,105			689,163	

PERTH COMMON GOOD FUND**FINANCIAL STATEMENT FOR PERIOD TO 11 MARCH 2022 FOR FINANCIAL YEAR 2021/22**

Grants			
<u>Actual</u>	<u>Small Grants</u>	<u>Capital Grants</u>	<u>Meeting</u>
North Inch Bowling & Sports Club - Clubhouse Extension		£ 17,000.00	28/04/2021
Perth Outdoor Playgroup / Tayside Owl's - first aid course	£ 710.40		28/04/2021
Aberdalgie Outreach Programme		£ 9,550.00	16/06/2021
Perth student - Honduras teaching placement	£ 400.00		28/04/2021
Buttons & Bows Baby Bank	£ 1,997.21		16/06/2021
Perth Indigent Old Mens' Society	£ 98.00		04/10/2021
North Muirton Community Council - Hall Renovation		£ 6,998.00	08/12/2021
	<u>£ 3,205.61</u>	<u>£ 33,548.00</u>	
<u>Committed</u>	<u>Small Grants</u>	<u>Capital Grants</u>	<u>Meeting</u>
Perth Beach Volleyball Club	£ 750.00		16/06/2021
St Matthew's Church, Perth	£ 1,085.00		16/06/2021
St Johnstone FC Supporters Social Club		£ 1,725.25	16/06/2021
Tulloch Primary School - May 2022 P7 Residential Trip to Dalguise	£ 1,892.50		04/10/2021
Perth Chinese Association	£ 4,200.00		04/10/2021
Perth Indigent Old Mens' Society	£ 322.00		04/10/2021
PKAVS Mental Health & Wellbeing Hub	£ 800.04		04/10/2021
Perth & District Badminton Association	£ 3,000.00		04/10/2021
Cruse Bereavement Care	£ 679.00		04/10/2021
Tulloch PS Parent Council Cinderella Panto	£ 439.60		08/12/2021
Friends of St John's Kirk Carillon 2021	£ 300.00		08/12/2021
Adventure Circus SCIO - The Legend of Kinnoull Hill Dragon	£ 4,292.00		21/02/2022
North Inch Golfers Group - new starters box		£ 4,900.00	21/02/2022
Darnhall Tennis Club SCIO - tennis court upgrade		£ 2,355.00	21/02/2022
	<u>£ 17,760.14</u>	<u>£ 8,980.25</u>	
Total	<u>£ 20,965.75</u>	<u>£ 42,528.25</u>	
<u>Funding Approved - No longer required</u>	<u>Small Grants</u>	<u>Capital Grants</u>	<u>Meeting</u>
ESOL Perth - 'Leading into Work' Programme	£ (1,200.00)		18/12/2019
Tulloch Primary School - 2021 P7 Residential Trip to Dalguise	£ (1,337.00)		21/10/2020
Perth Chinese Association - Jan 2022 Chinese New Year Celebrations	£ (4,200.00)		04/10/2021
Letham Primary School - Lifeskills at Letham Project	£ (468.00)		Email
St John's RC Academy - 2020 Award Ceremony	£ (256.50)		Email
Tulloch Primary School Parent Council - Pantomime on Campus	£ (440.00)		21/10/2020
	<u>£ (7,901.50)</u>	<u>£ -</u>	

PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR FINANCIAL YEAR 2022/23

	<u>2022/23 Budget</u>	<u>Actual to date</u>	<u>Under Consideration</u>	<u>Projected Outturn</u>	<u>Projection Over/(Under) Spend</u>
	£	£	£	£	£
<u>Expenditure</u>					
<u>Property Costs</u>					
Rent & Rates	1,300	-	-	1,300	-
Repairs and Maintenance - General	15,000	-	-	15,000	-
Depreciation & Impairment	3,400	-	-	3,400	-
	19,700	-	-	19,700	-
<u>Supplies and Services</u>					
Financial Assistance - St Johns Kirk Carillon	2,000	-	-	2,000	-
Financial Assistance - Fireworks	16,500	-	-	16,500	-
Financial Assistance - Small Grants	60,000	-	17,629	60,000	-
Financial Assistance - Capital Grants	40,000	-	37,000	40,000	-
Administration Charges	15,000	-	-	15,000	-
Legal Fees	-	-	-	-	-
Printing, Stationery, Advertising and Postages	500	-	-	500	-
	134,000	-	54,629	134,000	-
<u>Christmas Events</u>					
Rent, Rates & other property costs (storage for Christmas lights)	15,000	-	-	15,000	-
Erect, Dismantle and Maintain Christmas Lights	20,000	-	-	20,000	-
Switch on Ceremony	40,000	-	-	40,000	-
	75,000	-	-	75,000	-
Total Expenditure	228,700	-	54,629	228,700	-
<u>Income</u>					
Rents, Fees & Charges	244,000	-	-	244,000	-
Interest on Investments	6,000	-	-	16,500	10,500
Fishing Permits	900	-	-	900	-
Total Income	250,900	-	-	261,400	10,500
Surplus / (Deficit)	22,200	-	(54,629)	32,700	10,500
Estimated Opening Balance 01/04/22	1,809,163			1,809,163	
Surplus / (Deficit)	22,200			32,700	
Projected Common Good Fund Balance at 31 March 2023	1,831,363			1,841,863	
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	211,363			221,863	

PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR FINANCIAL YEAR 2022/23

<u>Grants</u>				
<u>Under Consideration</u>	<u>Small Grants</u>		<u>Capital Grants</u>	<u>Meeting</u>
Perthshire Musical (Competition) Festival Association (Perform in Perth)	£	4,569		26/04/2022
PLUS Perth and Kinross	£	4,060		26/04/2022
Perth Chinese Association	£	9,000		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
	£	17,629	£ 37,000	