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Council Building
2 High Street
Perth
PH1 5PH

28/09/2021

A virtual meeting of **Perth Common Good Fund Committee** will be held on **Monday, 04 October 2021** at **09:30**.

If you have any queries please contact Committee Services on (01738) 475000 or email Committee@pkc.gov.uk.

BARBARA RENTON
Interim 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

Monday, 04 October 2021

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 16 JUNE 2021 FOR APPROVAL** **5 - 8**
(copy herewith)
- 4 MATTERS ARISING**
- 5 APPLICATIONS FOR FINANCIAL ASSISTANCE** **9 - 22**
Report by Head of Culture and Community Services (copy herewith 21/170)
- 6 2021/22 FINANCIAL STATEMENT** **23 - 30**
Report by Head of Finance (copy herewith 21/170)

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 VARIOUS PERTH HARBOUR GROUND LEASES CONSENT TO AGREE RENT REVIEWS**

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All Council Services can offer a telephone translation facility.

PERTH COMMON GOOD FUND COMMITTEE

Minute of meeting of the Perth Common Good Fund Committee held virtually via Microsoft Teams on Wednesday, 16 June 2021 at 9.30am.

Present: Councillors A Parrott, C Ahern, L Barrett, P Barrett, A Coates, E Drysdale, J Duff, M Lyle (up to and including 5(1)), I Massie, S McCole, J Rebbeck and W Wilson.

In Attendance: C Flynn, D Coyne, L Haxton, K Johnston, D Williams, A Brown, L McGuigan, B Parker and M Pasternak (all Corporate and Democratic Services).

Apology: Councillors H Coates.

Councillor A Parrott, Convener, Presiding.

1. WELCOME AND APOLOGIES

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

2. DECLARATIONS OF INTEREST

In terms of Councillors' Code of Conduct, Councillors L Barrett and P Barrett both declared a non-financial interest in Item 5(3).

3. MINUTE OF PREVIOUS MEETING

The minute of meeting of the Perth Common Good Fund Committee of 28 April 2021 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 Depute Director (Communities) (21/88) asking Perth Common Good Fund Committee to consider applications for financial assistance for three small grants and two capital grants.

Resolved:

(1) Buttons and Bows Baby Bank

There was a motion by Councillor Parrott Seconded by Councillor Ahern to award a grant of £924 to support Buttons and Bows Baby Bank's pilot sessions which will be delivered from the 'Muirton Food Share'.

There was an amendment by Councillor P Barrett seconded by Councillor Rebbeck to award a grant of £2000 to support Buttons and Bows

Baby Bank's pilot sessions which will be delivered from the 'Muirton Food Share'.

In terms of Standing Order 58, a roll call vote was taken:

5 votes for the motion – Councillors Ahern, Drysdale, Duff, Lyle and Parrott.

7 votes for the amendment – Councillors L Barrett, P Barrett, A Coates, Massie, McCole, Rebbeck and Wilson.

Resolved:

In accordance with the **Amendment**.

COUNCILLOR M LYLE LEFT THE MEETING AT THIS POINT

(2) Perth Beach Volleyball Club

Perth Beach Volleyball Club be awarded a grant of £750 to support the establishment and development of Beach Volleyball as a higher participation sport for people of all abilities, ages, gender and backgrounds at the sand-court at Darnhall Tennis Club.

(3) St Matthews Church Perth

Having both previously declared a non-financial interest, Councillors Liz Barrett and Peter Barrett did not participate in the consideration of this item.

There was a motion by Councillor Parrott, seconded by Councillor Wilson, to award a grant of £2885 towards celebrations and events to mark the 150th anniversary of the opening of St Matthews Church.

There was an amendment by Councillor Drysdale, seconded by Councillor Rebbeck, to award a grant of £1085 towards celebrations and events to mark the 150th anniversary of the opening of St Matthews Church.

In terms of Standing Order 58, a roll call vote was taken:

4 votes for the motion – Councillors Ahern, Duff, Lyle, Parrott and Wilson.

5 votes for the amendment – Councillors A Coates, Drysdale, Massie, McCole and Rebbeck.

Resolved:

In accordance with the **Amendment**.

(4) St Johnstone FC Supporters Club

St Johnstone FC Supporters Club be awarded a grant of £1725.25 towards the installation of a disabled toilet facility in the social club.

(4) Aberdalgie Outreach Centre (Aberdalgie & Forteviot Church)

Aberdalgie Outreach Centre (Aberdalgie & Forteviot Church) be awarded a grant of £9550 towards the continued development of an all-age community greenspace, activity centre and events venue.

6. 2020/21 & 2021/22 BUDGET FINANCIAL STATEMENTS

There was submitted a report by the Head of Finance (21/89) (1) providing an update on the outturn for the financial year 2020/21; (2) detailing the Income and Expenditure to 18 May 2021; and (3) detailing the projected outturn to 31 March 2022 for the financial year 2021/22.

Resolved:

- (i) The unaudited Income and Expenditure to 31 March 2021 for the Perth Common Good Fund for the 2020/21 financial year, as set out in Appendix 1 to Report 21/89, be noted
- (ii) The Income and Expenditure to 18 May 2021 and the projected outturn to 31 May 2022 for the Perth Common Good Fund, as set out in Appendix 2 to Report 21/89, be noted.

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# PERTH AND KINROSS COUNCIL

## Common Good Fund Committee

4 October 2021

### Applications for Financial Assistance

#### Report by Head of Culture & Community Services

(Report No. 21/170)

The report asks Perth Common Good Fund Committee to consider applications for financial assistance for 5 small grants.

## 1. BACKGROUND / MAIN ISSUES

- 1.1. 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.
- 1.2. 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.
- 1.3 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).
- 1.4 The 2021/22 Budget for the Perth Common Good Fund was approved at the Committee meeting on 28<sup>th</sup> April 2021 (Report 21/54 refers). A summary of the approved Financial Assistance budget, committed grant funding, and the budget remaining, is provided below:

|                                              |                |
|----------------------------------------------|----------------|
| <b>2021/22 Financial Assistance Budget</b>   |                |
| Small Grants                                 | <b>£60,000</b> |
| Capital Grants                               | <b>£40,000</b> |
| <b>Value of grants committed</b>             |                |
| Small Grants                                 | <b>£4,945</b>  |
| Capital Grants                               | <b>£28,275</b> |
| <b>Remaining Financial Assistance Budget</b> |                |
| Small Grants                                 | <b>£55,055</b> |
| Capital Grants                               | <b>£11,725</b> |
| <b>Value of awards under consideration</b>   |                |
| Small Grants                                 | <b>£7,620</b>  |
| Capital Grants                               | <b>£nil</b>    |

## 2. SMALL GRANTS

### Tulloch Primary School – Revised Request

- 2.1 In October 2020 committee considered an application from Tulloch PS to help with the costs of a residential trip to Dalguise. Committee agreed to offer a grant of £2,154 to cover the project costs. In February 2021 (homologated in April 2021) committee considered an updated request from Tulloch PS, who had had to cancel the residential trip due to COVID restrictions. Tulloch PS had asked for a contribution towards a day trip for pupils instead and committee agreed to award £1,337 to cover these costs. Unfortunately, again due to COVID restrictions, this day trip was also cancelled and Tulloch PS have now asked for a further reconsideration. The school is confident that the original plan for a two day residential trip can go ahead in May 2022. Revised costs are estimated as £1892.50, which includes the cost of the bus and a contribution of 75% towards the cost of 10 pupils who qualify for free school meals and would potentially otherwise be unable to attend.

### Consideration

- 2.2 The original request for financial support was considered under Criteria 9.7 and applying the same again would indicate a grant of up to £750 would be consistent with this criteria.

### Perth Chinese Association

- 2.3 This grant application is to further advance the education and community development of the Chinese community in P&K. The Perth Chinese Association wishes to host the annual Chinese New Year Celebrations in January 2022. A Civic Reception is planned along with fireworks display and a procession of Chinese Lion & Dragon Dancers in various City Centre streets, as agreed with the Perth City Centre Management events team. This is one of the biggest public Chinese New Year celebrations in Scotland, with approx. 5,000 attendees. The costs are projected as £10,500 and this application is for £5,500.

| Specific Items           | Amount (£)     |
|--------------------------|----------------|
| Firecrackers             | £1,000         |
| Decorations              | £1,500         |
| Stall/Entertainment      | £3,000         |
| Chinese Dragon Dancers   | £3,500         |
| Security                 | £1,500         |
| <b>Total Expenditure</b> | <b>£10,500</b> |

- 2.4 The dates for the event are 29 - 30 January 2022. Dignitaries from PKC and Chinese Communities from all over Scotland are to be invited, along with MSPs and MPs. Further links are being developed in Kinross High School 'Confucius Hub', Strathallan, Craigclowan and Perth College with a view to future involvement.

## Consideration

- 2.5 It is considered that a grant of £4,200 is consistent with Criteria 9.2(a).

## Past Funding

| Year    | Amount | Criteria | Project                           |
|---------|--------|----------|-----------------------------------|
| 2020/21 | £3,500 | 9.2      | COVID – Winter Festival cancelled |
| 2019/20 | £3,500 | 9.2      | Chinese New Year                  |
| 2018/19 | £3,500 | 9.2      | Chinese New Year                  |

## Perth Indigent Old Mens' Society

- 2.6 This grant application is to help support approximately 40 older men living in Perth City Centre area. They have been assessed by the Society as in need of financial support and generally live alone. The Society provides essential support to them in varying ways through an annual contribution to heating bills, meals and trips out and by a regular network of support through visits and befriending. The applicant is seeking to secure £900 to cover the cost of the New Year lunch and a Spring High Tea. Of the 40 beneficiaries, 10 are Directors of the society and pay for their own meals. The applicant has not previously benefited from the fund.
- 2.7 The Society have also sought and received other funding totalling £3,000 to date, from The Soutar Foundation and the Perth Kinnoull Rotary Club.

## Consideration

- 2.8 It is considered that a grant of £420 is consistent with Criteria 9.6 (capped at £7 per individual, per meal)

## PKAVS Mental Health & Wellbeing Hub (MHHW)

- 2.9 The MHHW based in the 'The Walled Garden' & 'Wisecraft' supports residents, aged 16 and over, who are experiencing poor mental health and wellbeing. This is estimated to be approx. 300 people: just over 50% from the Perth area itself. Their aim is to support the recovery journey through a range of activities, increasing resilience, confidence and skills and also provide opportunities to use creative art, gardening, physical/nutritional activities, woodworking, and food preparation. This grant application will support the launch of "Speak Over Stigma" - a new project to help celebrate the success of securing the new art studio in 'The Walled Garden' (funded by PKC, The Gannochy Trust and National Lottery). The project is also designed to address the stigma surrounding mental health, and to help create a sense of community for those visiting/accessing the service. They would like to make a short film based on client experience of mental wellness or illness. Funding will allow the purchase of materials and equipment required for the making of the film. Equipment acquired will also aid future projects and help to adapt to a more digital world, post COVID. Capturing these stories through different art forms will support in talking about mental health in a more visually, creative way.

Client works would normally be showcased with a Panto and/or exhibition but due to COVID these methods are not currently accessible. A group of volunteers are already assisting in the art studio, engaging and supporting clients through their recovery. At the end of the project, there will be feedback sheets & questionnaires to gauge success, impact and numbers. The total project costs were estimated to be £1,300.04. £500 was received from the Perth Rotary Club, leaving the remainder as detailed below, equating to just over 61% contribution:

| Specific Items                                                   | Basis of Costings | Amount (£)     |
|------------------------------------------------------------------|-------------------|----------------|
| Editing Software                                                 | Quote(s)          | £278.04        |
| Digital Equipment                                                |                   | £257.00        |
| Marketing materials                                              |                   | £40.00         |
| Project resources and materials, e.g., pens, paper, paint, props |                   | £125.00        |
| Woodwork items (supported by in-house maintenance)               |                   | £100.00        |
| <b>Total</b>                                                     |                   | <b>£800.04</b> |

### Consideration

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

### Past Funding

| Year    | Amount  | Criteria | Project                               |
|---------|---------|----------|---------------------------------------|
| 2020/21 | £18,786 | Capital  | Garden Room                           |
| 2019/20 | £1,329  |          | Open Studios & End of Year Production |
| 2018/19 | £253    |          | Open Studios                          |

### Perth & District Badminton Association

- 2.11 An application for £3,000 has been received from Perth & District Badminton Association, seeking support to hold the Scottish National Badminton Championship in 2022. The event will see Scotland's top badminton players compete against each other for national titles. Having this event in Perth will enable local clubs, schools and residents to see Scotland's top players in action and the Association intends to re-run a mixed gender, under 11's event in conjunction with the Championship to allow local children to participate too. There are also plans to work with Perth College UHI, giving students the opportunity to attend the event to gain some practical experience in sports journalism. It is also likely that there will also be a coaching education element to the event, to help develop more local coaches. The event is expected to bring people into Perth between 4 - 6 February 2022 and they estimate that 470 people from Perth will come and 830 from out-with. The event has support secured from Bell's Sport Centre and some other local businesses and is expected to cost just under £15,750 which includes the following projections:

| Specific Items                            | Amount (£)        |
|-------------------------------------------|-------------------|
| Venue & Equipment inc. shuttlecocks       | £5,459.00         |
| Accommodation, Catering, Officials Travel | £4,751.00         |
| Prize fund & Ceremonials                  | £4,000.00         |
| Physiotherapy Services                    | £236.90           |
| Marketing                                 | £1,000.00         |
| Miscellaneous                             | £300.00           |
| <b>Total Expenditure</b>                  | <b>£15,746.90</b> |

- 2.12 The Association will be charging an entry fee for the event, along with Gate Fees and should raise approx. £3,500. Yonex Sponsorship of £1,500 is secured and another £1,500 from PKC Events. Any deficit will be funded through Badminton Scotland but without this grant, the deficit would be much more significant. The grant would also ensure that Perth continues to see the benefits of hosting the annual tournament, now in its 21<sup>st</sup> year. The Championship will hopefully be open to spectators from Perth and beyond, provide a stage for Scotland's top badminton players to compete, and offer other opportunities such as the junior event to encourage wider participation in badminton. COVID-19 had unfortunately limited the opportunities for playing and spectating and it has placed additional pressure on finances.

| Year    | Amount | Criteria | Project                                  |
|---------|--------|----------|------------------------------------------|
| 2020/21 | £3,000 | 9.2      | COVID – Event cancelled                  |
| 2019/20 | £3,000 | 9.2      | Scottish National Badminton Championship |
| 2018/19 | £3,000 | 9.2      | Scottish National Badminton Championship |

### Consideration

- 2.13 It is considered that a grant of up to £3,000 is consistent with criteria 9.2(b).

### Cruse Bereavement Care Scotland (CBCS)

- 2.14 This grant application is for Cruse Bereavement Care Scotland (CBCS). They would like to purchase some new resources for use in their Perth offices now that they can re-commence meeting with clients on a face-to-face basis. The chairs will be 'easy-clean' to ensure safety is adhered to between clients and will be of a quality to hold a life cycle of approx. 5 years. CBCS are a charity and offer support to people of all ages going through bereavement, regardless of the nature of the death. Specially trained volunteers provide a range of support services designed to help people aged from 5 to 95 years to build resilience and improve health and wellbeing during grief. 75% of clients learn of CBCS through their local Perth GPs and this equates to 330 people. This demonstrates the service is well integrated into Perth's local health services, sessions are free of charge to clients, and this ensures bereavement support is always accessible.

Costs illustrated below:

| Specific Items                       | Basis of Costings | Amount (£)  |
|--------------------------------------|-------------------|-------------|
| 4 x IKEA POÄNG Armchair (oak veneer) | Quote             | £600        |
| Delivery Charge                      |                   | £19         |
| <b>Total</b>                         |                   | <b>£619</b> |

2.15 The applicant has not previously benefited from the fund.

### Consideration

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

## 3. CONCLUSION AND RECOMMENDATIONS

3.1 The Committee is asked to consider and approve the recommendations in the report.

### Author

| Name           | Designation                      | Contact Details                                                                    |
|----------------|----------------------------------|------------------------------------------------------------------------------------|
| Lee Haxton     | Community Planning Team Leader   | 01738 475000                                                                       |
| Karen Johnston | ALEO Contract Monitoring Officer | <a href="mailto:ComCommitteeReports@pkc.gov.uk">ComCommitteeReports@pkc.gov.uk</a> |

### Approved

| Name           | Designation                      | Date              |
|----------------|----------------------------------|-------------------|
| Barbara Renton | Executive Director (Communities) | 10 September 2021 |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan                                      | <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 2021/22 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.

**2. BACKGROUND PAPERS**

2.1 Perth Common Good Application papers.

**3. APPENDICES**

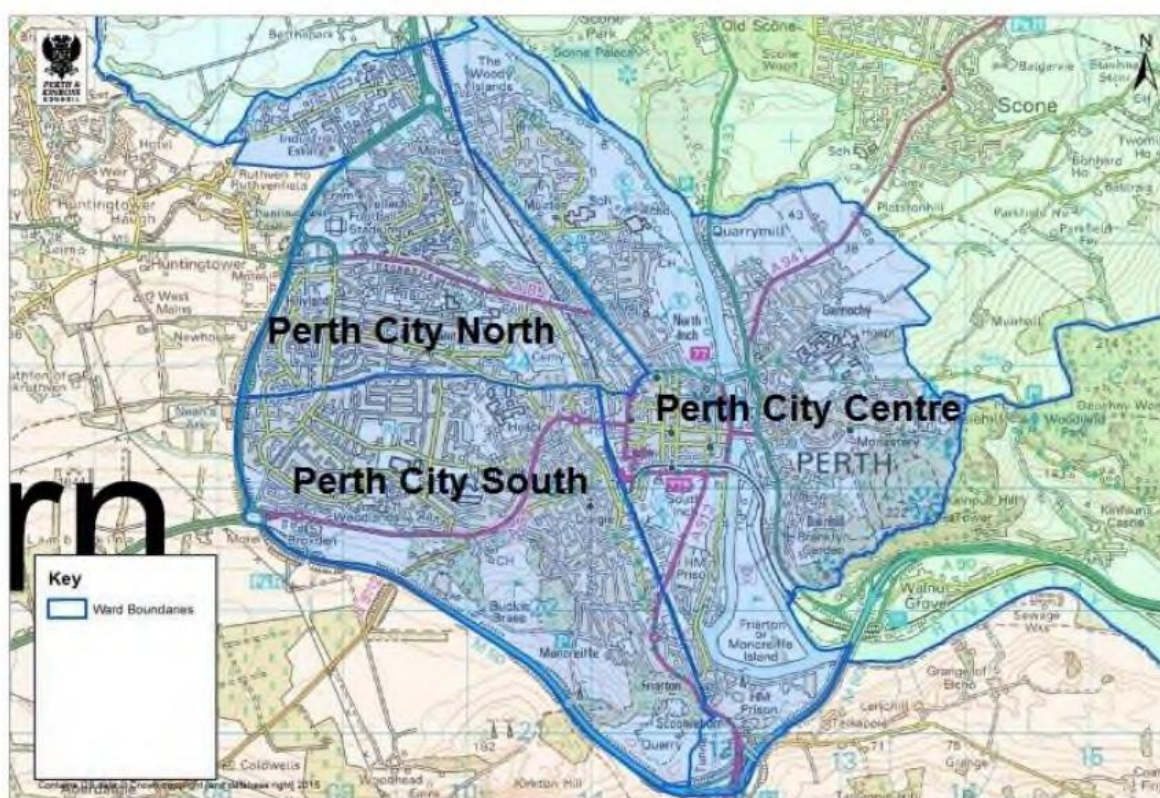
3.1 Perth City Common Good Fund Criteria.



## 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 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

4 OCTOBER 2021

## 2021/22 FINANCIAL STATEMENT

**Report by Head of Finance**  
(Report No. 21/171)

### **PURPOSE OF REPORT**

This report details the Income and Expenditure to 23 August 2021 and the projected outturn for Financial Year 2021/22 for the Perth Common Good Fund.

### **1. BACKGROUND / MAIN ISSUES**

- 1.1 The Committee approved the Perth Common Good Fund budget for 2021/22 at the meeting of 28 April 2021 (Report 21/54 refers). This report provides an update on the projected outturn for Financial Year 2021/22.

### **2. PROPOSALS**

#### Financial Statement 2021/22

- 2.1 Based on Appendix 1, it is anticipated that there will be a surplus of £65,700 for the year, and the Fund balance on 31 March 2022 is projected to be £1,738,605.
- 2.2 The movement from the position previously reported to this Committee relates to the cancellation of the annual Perth Bonfire and Fireworks Event, and the update on Christmas Events expenditure for the year. Large scale events remain subject to several uncertainties, including the very recent announcement of the requirement for outdoor and indoor events above certain sizes to be subject to vaccine certification rules. It is, therefore, likely that a series of smaller scale entertainments will be programmed for the city centre over a series of weekends in the pre-Christmas period, and these will be designed to comply with the current event capacity rules.
- 2.3 The Common Good Fund will not be required to contribute to the cost of the events noted in Section 2.2, which will result in a saving of £56,500 for the current year.

### **3. CONCLUSION AND RECOMMENDATIONS**

- 3.1 The Committee is requested to: -
- (i) Note the projected Income and Expenditure to 31 March 2022 for the Perth Common Good Fund for the 2021/22 Financial Year, as set out in Appendix 1 to the report.

**Author(s)**

| <b>Name</b>  | <b>Designation</b> | <b>Contact Details</b> |
|--------------|--------------------|------------------------|
| Donald Coyne | Senior Accountant  | CHXFinance@pkc.gov.uk  |

**Approved**

| <b>Name</b>       | <b>Designation</b>      | <b>Date</b> |
|-------------------|-------------------------|-------------|
| Stewart MacKenzie | Head of Finance         | 15.09.2021  |
| Karen Donaldson   | Chief Operating Officer | 16.09.21    |

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## 1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

| <b>Strategic Implications</b>                       | <b>Yes / None</b> |
|-----------------------------------------------------|-------------------|
| Community Plan / Single Outcome Agreement           | <b>None</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>Yes</b>        |
| Strategic Environmental Assessment                  | <b>Yes</b>        |
| Sustainability (community, economic, environmental) | <b>Yes</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

#### 1.1 Corporate Plan

1.1.1 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.

1.1.2 This report relates to all objectives.

### 2. Resource Implications

#### 2.1 Financial

2.1.1 There are no direct financial implications arising from this report other than those reported within the body of the main report.

### **3. Assessments**

#### **3.1 Equality Impact Assessment**

3.1.1 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.

3.1.2 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.

#### **3.2 Strategic Environmental Assessment**

3.2.1 The Environmental Assessment (Scotland) Act 2005 places a duty on the Council to identify and assess the environmental consequences of its proposals.

3.2.2 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.

#### **3.3 Sustainability**

3.3.1 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.

3.3.2 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**

#### **4.1 Internal**

4.1.1 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 25 August 2021 for Financial Year 2021/22.



**PERTH COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 23 AUGUST 2021 FOR FINANCIAL YEAR 2021/22**

|                                                                   | <b><u>2021/22<br/>Budget</u></b> | <b><u>Actual<br/>to date</u></b> | <b><u>Committed &amp;<br/>Under<br/>Consideration</u></b> | <b><u>Projected<br/>Outturn</u></b> | <b><u>Projection<br/>Over/(Under)<br/>Spend</u></b> |
|-------------------------------------------------------------------|----------------------------------|----------------------------------|-----------------------------------------------------------|-------------------------------------|-----------------------------------------------------|
|                                                                   | £                                | £                                | £                                                         | £                                   | £                                                   |
| <b><u>Expenditure</u></b>                                         |                                  |                                  |                                                           |                                     |                                                     |
| <u>Property Costs</u>                                             |                                  |                                  |                                                           |                                     |                                                     |
| Rent & Rates                                                      | 1,300                            | -                                | -                                                         | 1,300                               | -                                                   |
| Repairs and Maintenance - General                                 | 15,000                           | 90                               | -                                                         | 15,000                              | -                                                   |
| Depreciation & Impairment                                         | 3,400                            | -                                | -                                                         | 3,400                               | -                                                   |
|                                                                   | 19,700                           | 90                               | -                                                         | 19,700                              | -                                                   |
| <u>Supplies and Services</u>                                      |                                  |                                  |                                                           |                                     |                                                     |
| Financial Assistance - Fireworks                                  | 16,500                           | -                                | -                                                         | -                                   | (16,500)                                            |
| Financial Assistance - Small Grants                               | 60,000                           | 710                              | 11,855                                                    | 60,000                              | -                                                   |
| Financial Assistance - Capital Grants                             | 40,000                           | 17,000                           | 11,275                                                    | 40,000                              | -                                                   |
| Administration Charges                                            | 15,000                           | -                                | -                                                         | 15,000                              | -                                                   |
| Legal Fees                                                        | 3,000                            | -                                | -                                                         | 3,000                               | -                                                   |
| Printing, Stationery, Advertising and Postages                    | 500                              | -                                | -                                                         | 500                                 | -                                                   |
|                                                                   | 135,000                          | 17,710                           | 23,130                                                    | 118,500                             | (16,500)                                            |
| <u>Christmas Events</u>                                           |                                  |                                  |                                                           |                                     |                                                     |
| Rent, Rates & other property costs (storage for Christmas lights) | 13,000                           | 2,390                            | -                                                         | 13,000                              | -                                                   |
| Erect, Dismantle and Maintain Christmas Lights                    | 22,000                           | -                                | -                                                         | 22,000                              | -                                                   |
| Switch on Ceremony                                                | 40,000                           | -                                | -                                                         | -                                   | (40,000)                                            |
|                                                                   | 75,000                           | 2,390                            | -                                                         | 35,000                              | (40,000)                                            |
|                                                                   |                                  |                                  |                                                           |                                     |                                                     |
| <b>Total Expenditure</b>                                          | <b>229,700</b>                   | <b>20,190</b>                    | <b>23,130</b>                                             | <b>173,200</b>                      | <b>(56,500)</b>                                     |
| <b><u>Income</u></b>                                              |                                  |                                  |                                                           |                                     |                                                     |
| Rents, Fees & Charges                                             | 237,000                          | 113,033                          | -                                                         | 237,000                             | -                                                   |
| Interest on Investments                                           | 1,400                            | -                                | -                                                         | 1,400                               | -                                                   |
| Fishing Permits                                                   | 500                              | 474                              | -                                                         | 500                                 | -                                                   |
| <b>Total Income</b>                                               | <b>238,900</b>                   | <b>113,507</b>                   | <b>-</b>                                                  | <b>238,900</b>                      | <b>-</b>                                            |
|                                                                   |                                  |                                  |                                                           |                                     |                                                     |
| <b>Surplus / (Deficit)</b>                                        | <b>9,200</b>                     | <b>93,317</b>                    | <b>(23,130)</b>                                           | <b>65,700</b>                       | <b>56,500</b>                                       |
|                                                                   |                                  |                                  |                                                           |                                     |                                                     |
| Opening Balance 01/04/21                                          | 1,672,905                        |                                  |                                                           | 1,672,905                           |                                                     |
| Surplus / (Deficit)                                               | 9,200                            |                                  |                                                           | 65,700                              |                                                     |
| <b>Projected Common Good Fund Balance at 31 March 2022</b>        | <b>1,682,105</b>                 |                                  |                                                           | <b>1,738,605</b>                    |                                                     |
| Earmarked in Reserves:-                                           |                                  |                                  |                                                           |                                     |                                                     |
| Minimum Revenue Account Balance                                   | (1,000,000)                      |                                  |                                                           | (1,000,000)                         |                                                     |
| Repair and Renewal Reserve                                        | (120,000)                        |                                  |                                                           | (120,000)                           |                                                     |
| <b>Projected Uncommitted Closing Balance at 31 March 2022</b>     | <b>562,105</b>                   |                                  |                                                           | <b>618,605</b>                      |                                                     |

**PERTH COMMON GOOD FUND****FINANCIAL STATEMENT FOR PERIOD TO 23 AUGUST 2021 FOR FINANCIAL YEAR 2021/22**

| <b>Grants</b>                                              |                           |                           |                |
|------------------------------------------------------------|---------------------------|---------------------------|----------------|
| <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     |
|                                                            | <u>£ 710.40</u>           | <u>£ 17,000.00</u>        |                |
| <u>Committed</u>                                           | <u>Small Grants</u>       | <u>Capital Grants</u>     | <u>Meeting</u> |
| Perth student - Honduras teaching placement                | £ 400.00                  |                           | 28/04/2021     |
| Buttons & Bows Baby Bank                                   | £ 2,000.00                |                           | 16/06/2021     |
| 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     |
| Aberdalgie Outreach Programme                              |                           | £ 9,550.00                | 16/06/2021     |
|                                                            | <u>£ 4,235.00</u>         | <u>£ 11,275.25</u>        |                |
| <u>Under Consideration</u>                                 | <u>Small Grants</u>       | <u>Capital Grants</u>     | <u>Meeting</u> |
| Perth Chinese Association                                  | £ 4,200.00                |                           | 04/10/2021     |
| Perth Indigent Old Men's Society                           | £ 420.00                  |                           | 04/10/2021     |
| PKAVS Mental Health & Wellbeing Hub                        |                           |                           | 04/10/2021     |
| Perth & District Badminton Association                     | £ 3,000.00                |                           | 04/10/2021     |
| Cruse Bereavement Care                                     |                           |                           | 04/10/2021     |
|                                                            | <u>£ 7,620.00</u>         | <u>£ -</u>                |                |
| <b>Total</b>                                               | <b><u>£ 12,565.40</u></b> | <b><u>£ 28,275.25</u></b> |                |
| <u>Funding Approved - No longer required</u>               | <u>Small Grants</u>       | <u>Capital Grants</u>     | <u>Meeting</u> |
|                                                            |                           |                           |                |
|                                                            | <u>£ -</u>                | <u>£ -</u>                |                |