

PERTH COMMON GOOD FUND COMMITTEE

7 May 2014

**2013/14 & 2014/15 FINANCIAL STATEMENTS
& 2014/15 BUDGET**

Joint Report by Head of Finance and Executive Director (Environment)

PURPOSE OF REPORT

This report seeks approval of the budget for Financial Year 2014/15 and details the Income and Expenditure to 4 April 2014 and the projected outturn for Financial Years 2013/14 and 2014/15.

1. BACKGROUND / MAIN ISSUES

- 1.1 The proposed budget for 2014/15 has been prepared based on activity undertaken in 2013/14. This report also provides the monitoring position and projected outturn for the Financial Years 2013/14 and 2014/2015.

2. PROPOSALS

2.1 Budget 2014/15

Proposed adjustments to the budget between 2013/14 and 2014/15 are summarised below.

2.1.1 Depreciation

This budget has now been included in line with the CIPFA Code of Practice and has been set at £7,600. Depreciation is the process by which the consumption of the economic benefits or service potential inherent in an item of property, plant or equipment is recognised in the cost of services. Whether based on the historical cost of the economic benefits or service potential or their current fair value, depreciation is calculated by assessing the amounts that will be consumed over the period the property, plant or equipment is expected to be of use to the Common Good Fund and allocating the amounts systematically over that period.

2.1.2 Christmas Lighting – Electricity

The proposed budget has been reduced to £300 as the majority of this expenditure is being met from The Environment Service street lighting budget.

2.1.3 Repairs and Maintenance

The proposed budget has been increased from £5,000 to £101,000. This is to reflect the cost associated with the repair works at 2-4 North Methven Street Perth (Report No. 14/75 refers) and the Moncrieffe Island Improvements (Report No. 13/469 refers).

2.1.4 Contribution to West Mill Street Library

The proposed budget has been reduced from £6,500 to zero as the library has now closed.

2.1.5 Rents

The proposed budget has been reduced by £10,000 due to a reduction in rental income. The projected outturn for Commercial Rent Income has been reduced by £18,800 to reflect the reduction of income from the harbour area (Report No. 13/576 refers). This reduction is offset against a projected increase of income of £9,000.

2.2 Financial Statement 2013/14

On the basis of Appendix 2, it is anticipated that a surplus of £37,153 will be generated in 2013/14 and that the Fund's estimated Revenue Account Balance will be £1,396,053 at 31 March 2014. The main movements to the projections reported to this Committee on 26 February 2014 (Report No 14/74 refers) are an increase in Repairs and Maintenance of £4,500 to reflect environmental studies undertaken at Moncrieffe Island Causeway and an increase in projected expenditure of £3,395 for erecting, dismantling and maintaining the Christmas Lights. This is offset against a reduction in the storage costs for Christmas Lights of £2,000 and an increase in projected rental income of £3,000.

2.3 Financial Statement 2014/15

On the basis of Appendix 3, it is anticipated that a deficit of £70,100 will be generated in 2014/15 and that the Fund's estimated Revenue Account Balance will be £1,325,953 at 31 March 2015.

3. CONCLUSION AND RECOMMENDATIONS

3.1 The Committee is requested to:

1. Approve the Perth Common Good Fund budget for financial year 2014/15.
2. Note the Perth Common Good Fund Income and Expenditure to 4 April 2014 and the projected outturn to 31 March 2014.
3. Note the Perth Common Good Fund Income and Expenditure to 4 April 2014 and the projected outturn to 31 March 2015.

Author(s)

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Approved

Name	Designation	Date
John Symon	Head of Finance	29 April 2014

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1. IMPLICATIONS, ASSESSMENTS, CONSULTATION AND COMMUNICATION

Strategic Implications	Yes / None
Community Plan / Single Outcome Agreement	None
Corporate Plan	Yes
Resource Implications	
Financial	Yes
Workforce	None
Asset Management (land, property, IST)	None
Assessments	
Equality Impact Assessment	Yes
Strategic Environmental Assessment	Yes
Sustainability (community, economic, environmental)	Yes
Legal and Governance	None
Risk	None
Consultation	
Internal	Yes
External	None
Communication	
Communications Plan	None

1. Strategic Implications

1.1 Corporate Plan

1.1.1 The Council's Corporate Plan 2013 – 2018 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 Executive and the Executive Director (Environment) have 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 Proposed Budget for 2014/15.

Appendix 2 – Perth Common Good Fund Financial Statement for period to 4 April 2014 for Financial Year 2013/14.

Appendix 3 – Perth Common Good Fund Financial Statement for period to 4 April 2014 for Financial Year 2014/15.

**PERTH COMMON GOOD FUND
PROPOSED BUDGET FOR 2014/15**

<u>EXPENDITURE</u>	<u>BUDGET</u> <u>2013/14</u> £	Proposed <u>BUDGET</u> <u>2014/15</u> £
PROPERTY COSTS		
Rents, Rates & Feuduties	1,000	1,000
Repairs and Maintenance of Buildings	5,000	101,000
Depreciation	0	7,600
OTHER SUPPLIES AND SERVICES		
Financial Assistance	110,000	110,000
West Mill Street Library	6,500	0
Administration Charges	9,000	9,000
Printing, Stationery, Advertising and Postages	500	500
CHRISTMAS LIGHTING		
Rent, Rates & Feuduties	14,000	14,000
Electricity	6,000	300
Erect, Dismantle & Maintain Lights	28,000	28,000
Switch on Ceremony	39,000	39,000
	<u>219,000</u>	<u>310,400</u>
INCOME		
Rents	243,000	233,000
Interest on Investments	5,500	5,500
Fishing Permits	1,500	1,800
	<u>250,000</u>	<u>240,300</u>
Deficit for year	<u>31,000</u>	<u>(70,100)</u>
Projected Revenue Balance at Start of Year		1,396,053
Plus Deficit for Year		<u>(70,100)</u>
Projected Revenue Balance at End of Year		<u>1,325,953</u>

**PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR PERIOD TO 4 APRIL 2014 FOR FINANCIAL YEAR 2013/14**

	APPROVED BUDGET	Actual to date	Under Consideration and Committed	Total	Projected Outturn	Projection Over/(Under) Spend
	£	£	£	£	£	£
Expenditure						
Property Costs						
Rent, Rates & Feu Duties	£ 1,000.00	£ 686.82	£ -	£ 686.82	£ 1,000.00	£ -
Repairs and Maintenance of Buildings	£ 5,000.00	£ 2,000.36	£ 1,065.55	£ 3,065.91	£ 9,500.00	£ 4,500.00
Depreciation	£ -	£ -	£ -	£ -	£ 7,582.00	£ 7,582.00
	£ 6,000.00	£ 2,687.18	£ 1,065.55	£ 3,752.73	£ 18,082.00	£ 12,082.00
Supplies and Services						
Financial Assistance	£ 110,000.00	£ 69,305.00	£ 26,680.00	£ 95,985.00	£ 95,985.00	£ (14,015.00)
West Mill Street Library	£ 6,500.00	£ -	£ -	£ -	£ 6,500.00	£ -
Administration Charges	£ 9,000.00	£ 8,700.00	£ -	£ 8,700.00	£ 8,700.00	£ (300.00)
Printing, Stationery, Advertising and Postages	£ 500.00	£ 380.00	£ -	£ 380.00	£ 380.00	£ (120.00)
	£ 126,000.00	£ 78,385.00	£ 26,680.00	£ 105,065.00	£ 111,565.00	£ (14,435.00)
Christmas Lights						
Rent, Rates & Feu Duties (storage for Christmas lights)	£ 14,000.00	£ 7,835.44	£ -	£ 7,835.44	£ 12,000.00	£ (2,000.00)
Electricity	£ 6,000.00	£ 124.26	£ -	£ 124.26	£ 200.00	£ (5,800.00)
Erect, Dismantle and Maintain Christmas Lights	£ 28,000.00	£ 22,547.00	£ -	£ 22,547.00	£ 26,700.00	£ (1,300.00)
Switch on Ceremony	£ 39,000.00	£ 39,000.00	£ -	£ 39,000.00	£ 39,000.00	£ -
	£ 87,000.00	£ 69,506.70	£ -	£ 69,506.70	£ 77,900.00	£ (9,100.00)
	£ 219,000.00	£ 150,578.88	£ 27,745.55	£ 178,324.43	£ 207,547.00	£ (11,453.00)
Total Expenditure						
	£ 219,000.00	£ 150,578.88	£ 27,745.55	£ 178,324.43	£ 207,547.00	£ (11,453.00)
Income						
Rents, Fees & Charges	£ 243,000.00	£ 236,791.25	£ -	£ 236,791.25	£ 237,000.00	£ 6,000.00
Interest on Investments	£ 5,500.00	£ 2,192.88	£ -	£ 2,192.88	£ 5,500.00	£ -
Fishing Permits	£ 1,500.00	£ 2,119.30	£ -	£ 2,119.30	£ 2,200.00	£ (700.00)
Total Income	£ 250,000.00	£ 241,103.43	£ -	£ 241,103.43	£ 244,700.00	£ 5,300.00
	£ 31,000.00	£ 90,524.55	£ (27,745.55)	£ 62,779.00	£ 37,153.00	£ 6,153.00
Opening Balance 01/04/13	£ 1,358,900.00				£ 1,358,900.00	
Surplus / (Deficit)	£ 31,000.00				£ 37,153.00	
Projected Closing Balance	£ 1,389,900.00				£ 1,396,053.00	

**PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR PERIOD TO 4 APRIL 2014 FOR FINANCIAL YEAR 2013/14**

<u>Grants</u>	<u>Actual</u>	<u>Amount</u>	<u>Meeting</u>
Embroiders' Guild Perth - Books	£	100.00	01/05/2013
Young Person - National Youth Orchestra	£	100.00	01/05/2013
St Ninian's Primary Sch - Manchester trip for chess finals	£	125.00	02/10/2013
Our Lady's Afternoon Club - Christmas Lunch	£	140.00	11/12/2013
Tay Thistle 2000's - Equipment	£	254.00	11/12/2013
Young Person - Scottish Youth Theatre	£	150.00	26/06/2013
Wednesday Tea Dance - Summer Outing	£	189.00	26/06/2013
Breathe Easy Perthshire - Christmas lunch	£	200.00	02/10/2013
Breathe Easy Perthshire - Falkirk Wheel	£	210.00	27/02/2013
Bowerswell Social Club - Summer Outing	£	210.00	26/06/2013
Friendly Group - Christmas Lunch	£	231.00	11/12/2013
Perth Chamber Music Society - Banner Stands	£	250.00	01/05/2013
Young Person - South East Asia	£	250.00	26/06/2013
Wednesday Tea Dance Group - post Christmas party	£	280.00	11/12/2013
Bowerswell Social Club - Christmas Lunch	£	280.00	11/12/2013
Kids of Letham Association - Summer Outing	£	315.00	26/06/2013
Headway Perth & Kinross - Summer Outing	£	343.00	26/06/2013
Perth Student - Undertake voluntary work in Honduras	£	400.00	11/12/2013
Perth Flower Club - Flower Festival	£	400.00	11/12/2013
Perth City Club - Summer Outing	£	408.00	01/05/2013
Perth City Club - Christmas Party	£	420.00	11/12/2013
Moncreiffe Tea Dancers - Dances	£	422.00	26/06/2013
Headway Perth and Kinross - Christmas Outing	£	427.00	02/10/2013
Saints Table Tennis Club - Equipment	£	455.00	26/06/2013
North Inch Bowling Club - Sports Lockers	£	500.00	26/06/2013
St John's Academy Parent Council - Awards	£	500.00	26/06/2013
PKAVS -Christmas Dinners	£	560.00	11/12/2013
Letham Old Peoples Club - Christmas Meal	£	560.00	11/12/2013
Letham Old People's Club - Summer Outing	£	569.00	01/05/2013
St Johns Academy - Romania	£	600.00	01/05/2013
PLUS Perth & Kinross - awareness campaign	£	630.00	02/10/2013
Our Lady's Primary School Parent Council - Christmas Outing	£	700.00	02/10/2013
Fair City Singers - London	£	980.00	01/05/2013
Perth Foodbank - Start up costs	£	1,000.00	01/05/2013
PKAVS - Carer Week	£	1,031.00	11/12/2013
Perth Academy - Trip to Northern France/Belgium	£	1,200.00	01/05/2013
People with a Mission Ministries - Christmas Gift Bags	£	1,500.00	11/12/2013
Perth Highland Games - Promote Pipe Band Competition	£	1,600.00	01/05/2013
Perth Youth Orchestra - Italy Tour	£	2,000.00	27/02/2013
Perth Festival of the Arts - Banners	£	2,018.00	01/05/2013
Perth & District Badminton Association - 2014 Nationals	£	2,050.00	02/10/2013
St John's Kirk of Perth (Carillon)	£	2,940.00	26/06/2013
Perth Parkrun and Parkrun Ltd - Parkrun events	£	3,000.00	02/10/2013

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Scottish Orchestras - concerts Sep '13 to Apr '14	£	9,000.00	02/10/2013
Perth & Strathearn Round Table - Fireworks	£	15,000.00	26/06/2013
Perth & Kinross Disability Sport - race running cycles	£	1,175.00	02/10/2013
Perth Student - Youth Jazz Orchestra	£	100.00	26/02/2014
Perth Student - World Challenge Expedition	£	250.00	26/02/2014
PUSH - Replacing floors at Drop-in Centre	£	498.00	26/02/2014
Tulloch Net - Ceilidh	£	560.00	26/02/2014
1st Perth Rangers - Jamboree Norway	£	600.00	26/02/2014
Fair City Amateur Boxing Club - competition boxing ring	£	850.00	02/10/2013
Julie Young Dance studios students - Sadlers Wells	£	1,000.00	02/10/2013
The Scottish Ensemble - Equipment	£	1,000.00	26/02/2014
The Royal Army Service Corp (Perthshire Branch) - WW1 Trip	£	1,000.00	26/02/2014
Perth Allstars - Uniforms for national event	£	1,350.00	11/12/2013
Perth High - Annual School prize giving	£	1,625.00	26/02/2014
Perthshire Chinese Community Assoc - Boat Race	£	1,800.00	26/02/2014
Perth and Kinross Heritage Trust - Perth Heritage market	£	2,000.00	26/02/2014
	£	<u>69,305.00</u>	
Committed		Amount	Meeting
Perth Junior Badminton Club - Equipment	£	528.00	11/12/2013
Tay Thistle 2000's - Equipment	£	496.00	11/12/2013
Friends of the Black Watch Castle and Museum - Accessibility Project	£	915.00	26/02/2014
Perth Volleyball Club - specialised equipment	£	1,016.00	02/10/2013
Vision Support Service - CCTV & Laptop	£	1,500.00	26/02/2014
St Leonards in the Fields Church - Fire Safety	£	2,000.00	27/02/2013
JD Fergusson Arts Award Trust - Annual Awards & Brochures	£	2,000.00	26/02/2014
Trust for St Johns Kirk - Equipment for the carillon	£	2,000.00	26/02/2014
Perth & Kinross Disability Sport - race running cycles	£	1,225.00	02/10/2013
10th Perthshire Scout Group - Hall Extension	£	15,000.00	11/12/2013
	£	<u>26,680.00</u>	
Total	£	<u><u>95,985.00</u></u>	

**PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR PERIOD TO 4 APRIL 2014 FOR FINANCIAL YEAR 2014/15**

<u>Expenditure</u>	<u>PROPOSED BUDGET</u> £	<u>Actual to date</u> £	<u>Under Consideration and Committed</u> £	<u>Total</u> £	<u>Projected Outturn</u> £	<u>Projection Over/(Under) Spend</u> £
<u>Property Costs</u>						
Rent, Rates & Feu Duties	£ 1,000.00	£ -	£ -	£ -	£ 1,000.00	£ -
Repairs and Maintenance	£ 101,000.00	£ -	£ -	£ -	£ 101,000.00	£ -
Depreciation	£ 7,600.00	£ -	£ -	£ -	£ 7,600.00	£ -
	£ 109,600.00	£ -	£ -	£ -	£ 109,600.00	£ -
<u>Supplies and Services</u>						
Financial Assistance	£ 110,000.00	£ -	£ 10,552.00	£ 10,552.00	£ 110,000.00	£ -
Administration Charges	£ 9,000.00	£ -	£ -	£ -	£ 9,000.00	£ -
Printing, Stationery, Advertising and Postages	£ 500.00	£ -	£ -	£ -	£ 500.00	£ -
	£ 119,500.00	£ -	£ 10,552.00	£ 10,552.00	£ 119,500.00	£ -
<u>Christmas Lights</u>						
Rent, Rates & Feu Duties (storage for Christmas lights)	£ 14,000.00	£ -	£ -	£ -	£ 14,000.00	£ -
Electricity	£ 300.00	£ -	£ -	£ -	£ 300.00	£ -
Erect, Dismantle and Maintain Christmas Lights	£ 28,000.00	£ -	£ -	£ -	£ 28,000.00	£ -
Switch on Ceremony	£ 39,000.00	£ -	£ -	£ -	£ 39,000.00	£ -
	£ 81,300.00	£ -	£ -	£ -	£ 81,300.00	£ -
	£ 310,400.00	£ -	£ 10,552.00	£ 10,552.00	£ 310,400.00	£ -
<u>Income</u>						
Rents, Fees & Charges	£ 233,000.00	£ -	£ -	£ -	£ 233,000.00	£ -
Interest on Investments	£ 5,500.00	£ -	£ -	£ -	£ 5,500.00	£ -
Fishing Permits	£ 1,800.00	£ -	£ -	£ -	£ 1,800.00	£ -
	£ 240,300.00	£ -	£ -	£ -	£ 240,300.00	£ -
Surplus/(Deficit)	(£ 70,100.00)	£ -	(£ 10,552.00)	(£ 10,552.00)	(£ 70,100.00)	£ -
Projected Opening Balance 01/04/14	£ 1,396,053.00				£ 1,396,053.00	
Surplus / (Deficit)	(£ 70,100.00)				(£ 70,100.00)	
Projected Closing Balance	£ 1,325,953.00				£ 1,325,953.00	

**PERTH COMMON GOOD FUND
FINANCIAL STATEMENT FOR PERIOD TO 4 APRIL 2014 FOR FINANCIAL YEAR 2014/15**

Grants	Amount	Meeting
<u>Under Consideration</u>		
Scottish Youth Team & International Fly Fishing Competition	£ 100.00	07/05/2014
Perth Petanque - Attending Championships in Sweden	£ 400.00	07/05/2014
Perth Highland Games - Pipe Band Competition	£ 1,600.00	07/05/2014
Wednesday Tea Dance - Summer Outing	£ 196.00	07/05/2014
Perth Academy - 2 Pupils various sites in France & Belgium	£ 600.00	07/05/2014
Perth Committee of the MacMillan Cancer Support - July 14 Event	£ 300.00	07/05/2014
Perth Grammar - Annual Prize Giving	£ 2,213.00	07/05/2014
Perth Student - Climb Mount Kilimanjaro	£ 100.00	07/05/2014
Perth High School - Scottish Finals of the Rock Challenge	£ 600.00	07/05/2014
Perth Student - To attend the National Youth Orchestra Courses	£ 100.00	07/05/2014
Perth & District Badminton Association - Scottish National Championships	£ 2,500.00	07/05/2014
Our Lady's Afternoon Club - Outing	£ 168.00	07/05/2014
Perth Catholic Youth Project - Trip to Camino Santiago	£ 1,000.00	07/05/2014
Perth Student - Trip to Barcelona	£ 100.00	07/05/2014
Horsecross - Taking young people to National Theatre Connections Festival	£ 575.00	07/05/2014
	<u>£ 10,552.00</u>	
Total	<u>£ 10,552.00</u>	