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GALASHIELS COMMON GOOD FUND SUB-COMMITTEE THURSDAY, 15 JUNE 2023

A MEETING of the GALASHIELS COMMON GOOD FUND SUB COMMITTEE will be held VIA MICROSOFT TEAMS on THURSDAY, 15 JUNE 2023 at 10.00 am

All attendees, including members of the public, should note that the public business in this meeting will be livestreamed and video recorded and that recording will be available thereafter for public view for 180 days

J. J. WILKINSON,
Clerk to the Council,

7 June 2023

BUSINESS		
1.	Apologies for Absence.	
2.	Order of Business.	
3.	Declarations of Interest.	
4.	Minute. (Pages 3 - 4) Consider Minute of the Meeting held on 2 March 2023 for approval and signature by the Chair. (Copy attached.)	2 mins
5.	Monitoring Report for 12 Months to 31 March 2023 (Pages 5 - 22) Consider report by Acting Chief Financial Officer. (Copy attached.)	10 mins
6.	Property Consider update Estates Surveyor.	10 mins
7.	Any Other Items Previously Circulated.	
8.	Any Other Items which the Chairman Decides are Urgent.	

NOTES

1. Timings given above are only indicative and not intended to inhibit Members' discussions.
2. Members are reminded that, if they have a pecuniary or non-pecuniary interest in any item of business coming before the meeting, that interest should be declared prior to commencement of discussion on that item. Such declaration will be recorded in the Minute of the meeting.

Membership of Committee:- Councillors H. Steel (Chair), E. Jardine, N. Mackinnon, F. Sinclair, Steel and R. Kenney

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**SCOTTISH BORDERS COUNCIL
GALASHIELS COMMON GOOD FUND SUB COMMITTEE**

MINUTE of Meeting of the GALASHIELS
COMMON GOOD FUND SUB
COMMITTEE conducted remotely by
Microsoft Teams on Thursday, 2 March
2023 at 3.00 pm.

Present:- Councillors H. Steel (Chair), N. Mackinnon, and F. Sinclair.
Apologies:- Councillor E. Jardine and Community Councillor R. Kenney.
In Attendance:- Estates Surveyor (J. Stewart), Finance Technician, Account and Reporting (E. Mihulka), Democratic Services Officer (D. Hall).

1. **MINUTE**

The Minute of the Meeting of the Galashiels Common Good Fund Sub-Committee held on 14 December 2022 had been circulated.

DECISION

APPROVED for signature by the Chairman.

2. **MONITORING REPORT FOR 9 MONTHS TO 31 DECEMBER 2022 AND
PROPOSED BUDGET FOR FINANCIAL YEAR 2023/23**

There had been circulated copies of a report by the Acting Chief Financial Officer which provided the details of the income and expenditure for the Galashiels Common Good Fund for nine months to 31 December 2022, a full year projected out-turn for 2022/23, projected balance sheet values as at 31 March 2023 and proposed budget for 2023/24. Appendix 1 to the report provided the projected income and expenditure position for 2022/23. That showed a projected surplus of £1,109, which was less than the previously reported surplus on 14 December 2022 as a result of an increase to the Central Support Charge. Appendix 2 to the report provided a projected balance sheet value as at 31 March 2023, and showed a projected decrease in reserves of £53,200. Appendix 3a provided a breakdown of the property portfolio, and showed projected rental income and projected net return for 2022/23 and actual property income to 31 December 2022, whereas Appendix 3b to the report provided a breakdown of the property portfolio and showed projected property expenditure for 2022/23 and actual property expenditure to 31 December 2022. A breakdown of the property portfolio, showing projected property valuations at 31 March 2023 was provided in Appendix 4 to the report. The value of the Aegon Asset Management Investment Fund to 30 September 2022 was provided in Appendix 5 to the report. The Finance Technician, Account and Reporting, presented the report and highlighted that the proposed budget for grant expenditure remained at £500, which was an average for the previous 3 years. The projected depreciation of £54,309 was not a cash transaction, and was offset by a contribution from the Revaluation Reserve at the end of the financial year. Regarding the increase to the Central Support Charge, Ms Mihulka explained that the charge had been estimated at 2%, but there had been an uplift to 5%. A full review was expected in 2023/24.

DECISION

AGREED:-

- (a) to note the projected income and expenditure for 2022/23 in Appendix 1 to the report as the revised budget for 2022/23;
- (b) the proposed budget for 2023/24 as shown in Appendix 1 to the report;
- (c) to note the projected balance sheet value as at 31 March 2023 Appendix 2 to the report;
- (d) to note the summary of the property portfolio in appendices 3 and 4 to the report; and
- (e) to note the current position of the Aegon Asset Management Investment Fund in Appendix 5 to the report.

3. **PROPERTY**

The Estates Surveyor provided an update on plans to extract the timber located at the Ladhope Golf Club. Ms Stewart explained that the financial outcome of the extraction remained marginal with regards to profitability. The felling contractor preferred that a track would be placed which would provide access to the bottom of the woodland. Approximate pricing for that work had been received. The price of timber was beginning to improve, and therefore it had been suggested that it would be prudent to secure a detailed cost plan for the extraction. The preferred option for extraction would result in the least amount of disruption, but would still require access via the Golf Club road. The Estates Surveyor recommended that she would instruct the woodland consultant to produce a detailed plan of extraction, with exact pricings, to ensure that all parties were content with what was proposed. The Golf Club would require notice of the works one year in advance. In response to a question regarding how long the extraction could be delayed for, Ms Stewart explained that it would be possible to delay, but unforeseen events such as winter storms, and the ongoing effects of high levels of inflation, could have a negative impact on profitability. A detailed plan would provide Members with a firm idea of costs. In response to a question regarding whether Scottish Borders Council (SBC) could assist in the installation of the track, Ms Stewart explained that SBC could potentially undertake the work, and confirmed that the track, and its composition and permanence, would be subject to further discussions with the Golf Club. Members unanimously agreed to instruct the Estates Surveyor to proceed with the acquisition of a detailed plan of extraction.

DECISION

AGREED that the Estates Surveyor would instruct the woodland consultant to produce detailed plans of extraction for the woodland at Ladhope Golf Club.

The meeting concluded at 3.15 pm.



MONITORING REPORT FOR 12 MONTHS TO 31 MARCH 2023

Report by Acting Chief Financial Officer

GALASHIELS COMMON GOOD FUND SUB-COMMITTEE

15 June 2023

1 PURPOSE AND SUMMARY

- 1.1 This report provides the details of the income and expenditure for the Galashiels Common Good Fund for the year 2022/23 including balance sheet values as at 31 March 2023, a full year projected out-turn for 2023/24 and projected balance sheet values as at 31 March 2024.**
- 1.2 Appendix 1 provides the actual income and expenditure position for 2022/23. This shows a projected surplus of £1,882, which is better than the previously reported surplus on 2 March 2023, as a result of an improvement in the interest rate.
- 1.3 Appendix 2 provides an actual balance sheet value as at 31 March 2023. It shows a decrease in reserves of £92,561.
- 1.4 Appendix 3a provides a breakdown of the property portfolio showing actual rental income and net return for 2022/23.
- 1.5 Appendix 3b provides a breakdown of the property portfolio showing actual property expenditure for 2022/23.
- 1.6 Appendix 4 provides a breakdown of the property portfolio showing actual property valuations at 31 March 2023.
- 1.7 Appendix 5 shows the value of the Aegon Asset Management Investment Fund to 31 March 2023.

2 RECOMMENDATIONS

- 2.1 I recommended that the Common Good Fund Sub-Committee:**
 - (a) Notes the actual income and expenditure for 2022/23 in Appendix 1;**
 - (b) Agrees the projected income and expenditure for 2023/24 in Appendix 1 as the revised budget for 2023/24;**
 - (c) Notes the projected balance sheet value as at 31 March 2023 in Appendix 2;**
 - (d) Notes the summary of the property portfolio in Appendices 3 and 4; and**

(e) Notes the current position of the Aegon Asset Management Investment Fund in Appendix 5.

3 BACKGROUND

3.1 This report provides the Committee with financial information for the period to 31 March 2023 and projections to 31 March 2024. The report also contains a projected balance sheet for the Common Good Fund as at 31 March 2024.

4 FINANCIAL POSITION 2022/23

4.1 Appendix 1 provides details on income and expenditure for the 2022/23 financial year, which resulted in a surplus of £1,882, as well as projections for 2023/24.

4.2 Income & Expenditure – Property Income

There is no rental income from the properties owned by the Galashiels Common Good Fund.

4.3 Income & Expenditure – Non-Property Related Income

- (a) The final out-turn position shows an amount of £289 relating to interest receivable on cash held by SBC. This is higher than the projected figure due to the improvement in interest rates. Also included are dividends from the Common Good Fund's investment in Aegon Asset Management amounting to £7,562, with the projection for 2023/24 remaining at the 5% target and the monthly distribution profile projections provided by Aegon. The position will be monitored closely with Aegon Asset Management.
- (b) Included within other income is a rebate from Aegon Asset Management of £144 which, along with the £40 received in March 2022, has been re-invested to purchase an additional 189 units. Rebate income received in March 2023 of £36 has been accounted for within income, but the corresponding 37 units were not purchased until April 2023.

4.4 Income & Expenditure – Property Expenditure

- (a) The property expenditure for 2022/23 is shown in Appendices 1 & 3b, with Appendix 3b detailing the actual property expenditure by individual property. Actual expenditure is reported on a cash basis until the year end with quarter 4 reports incorporating any annual adjustments for prepayments and accruals.
- (b) The total proposed budget for 2023/24 is shown in Appendix 1.
- (c) Ladhope woodland planting maintenance is to be funded by the Penmanshiel Grant. This has been delayed until 2023/24. Financial details for 2023/24 will be included once Tweed Forum have supported a re-forecast of the budget.
- (d) Appendices 3a and 3b show a full breakdown of the projections for property rental and repairs for 2023/24. These will be revised as further information is received from Estates.

4.5 Income & Expenditure – Grants & Other Donations

The grants and other donations approved and distributed to 31 March 2023 are shown below:

Grant Recipients	Approved	£
Approved and Paid to 31 March 2023		0
Total Paid to 31 March 2023		0
Budget 2022/23		500
<i>(Unallocated)/Overallocated Budget</i>		<i>(500)</i>

4.6 Income & Expenditure – Central Support Service Charge

The proposed charge for 2023/24 is currently estimated using a 2% uplift on the 2022/23 charge. This is subject to revision once the 2023/24 pay award is confirmed and a full Service Charge Review has been completed and approved by Council.

4.7 Income & Expenditure – Depreciation Charge

The depreciation charge for the year is £74,675 an increase of £20,366 due to upward revaluations on the properties owned by the Common Good. This is not a cash transaction and is off-set by a corresponding contribution from the Revaluation Reserve at the end of the financial year.

4.8 Appendix 2 provides the actual balance sheet value as at 31 March 2023 and a projected balance sheet as at 31 March 2024.

4.9 Balance Sheet – Fixed Assets

All fixed assets of the Common Good Fund are revalued every 5 years as part of the Council's rolling programme. The fixed assets were revalued at 1 April 2019. Appendix 4 shows the actual values of the individual properties at 31 March 2023, actual depreciation charges for 2022/23 and projected values at 31 March 2024.

4.10 Balance Sheet – Investment Fund

The fund has a 11.69% unrealised loss in market value since investment, largely due to continued volatility in investment markets. Overall, however, taking account of the income received, the fund has achieved a return of 13.46% since investment in February 2018.

4.11 Balance Sheet – Cash Balance

The cash held by the fund is £18,413 at 31 March 2023 and is detailed below:

Cash Balance	£
Opening Balance at 1 April 2022	16,395
Projected surplus for year from Income & Expenditure Statement	1,882
Net cash movement in Debtors/Creditors	320
Rebate Investment in Aegon Asset Management	(184)
Projected Closing Balance as at 31 March 2023	18,413

4.12 Balance Sheet – Capital Reserve

The movement in the Capital Reserves include the unrealised loss for the Aegon Asset Management Fund as at 31 March 2023, but due to the nature of the markets no estimate has been made for the future years' movement.

5 IMPLICATIONS

5.1 Financial

There are no further implications other than those explained above in section 4.

5.2 Risk and Mitigations

There is a risk that investments in the Aegon Asset Management Fund may reduce in value due to market or investment performance. This risk cannot be fully mitigated; however, it is being managed by the selection of a Fund Manager with a clear objective of preserving capital values while aiming to produce returns in line with the benchmark.

5.3 Integrated Impact Assessment

There is no impact or relevance to Equality Duty or the Fairer Scotland Duty for this report. This is a routine good governance report required to ensure robust management of the Common Good Funds. Nevertheless, a light touch assessment has been conducted and this will be published on SBC's Equality and Diversity Pages of the website as in doing so, signifies that equality, diversity and socio-economic factors have duly been considered when preparing this report.

5.4 Sustainable Development Goals

Whilst there are no economic, social or environmental effects arising from the proposals contained in this report, there are, through the activities reported upon, positive impacts upon the economy through protection of employment, positive impacts upon the quality of community life and improvements in local amenities and nurturing of local talent. The potential improvement in levels of income through the use of the new investment fund will act to make the Common Good Fund more sustainable in the future.

5.5 Climate Change

There are no effects on climate change arising from the proposals contained in this report.

5.6 Rural Proofing

There are no effects on rural proofing arising from the proposals contained in this report.

5.7 Data Protection Impact Statement

There are no personal data implications arising from the proposals contained in this report.

5.8 Changes to Scheme of Administration or Scheme of Delegation

There are no changes required to the Scheme of Administration or Scheme of Delegation arising from the proposals contained in this report.

6 CONSULTATION

- 6.1 The Chief Legal Officer (including as Monitoring Officer), the Chief Officer Audit and Risk, Director (People Performance & Change), the Clerk to the Council and Communications have been consulted and their appropriate comments have been incorporated into this report.

Approved by

Suzy Douglas
Acting Chief Financial Officer

Author

Suzy Douglas	Acting Chief Financial Officer - Tel:01835 825881
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Background Papers:

Previous Minute Reference: Galashiels Common Good Committee 2 March 2023

Note – You can get this document on tape, in Braille, large print and various computer formats by contacting the address below. We can also give information on other language translations as well as providing additional copies.

Contact us at Corporate Finance, Council Headquarters, Newtown St Boswells, Melrose, TD6 0SA. Tel: 01835 824000 Fax: 01835 825166 Email: t&cteam@scotborders.gov.uk

GALASHIELS COMMON GOOD FUND

APPENDIX 1

ACTUAL INCOME AND EXPENDITURE 2022/23

	Actuals at 31/03/23	Full Year Approved Budget 2022/23	Over/ (Under) Spend 2022/23	Full Year Approved Budget 2023/24	Full Year Projected Out-turn 2023/24	Full Year Projected Over/ (Under) Spend 2023/24	Para Ref	Comments
	£	£	£	£	£	£		
Property Income								
Rental Income	0	0	0	0	0		4.2	
Non-Property Related Income								
Interest on Cash deposited with Council	(289)	(30)	(259)	(30)	(30)		4.3	
Investment Funds – Dividends Rec'd	(7,652)	(7,380)	(272)	(7,392)	(7,392)		4.3	Est 5% return
Other Income	(144)	(160)	16	(160)	(160)			
Penmanshiel Fund (Tweed Forum)	0	(400)	400	0	(400)	(400)		
Total Income	(8,085)	(7,970)	(115)	(7,582)	(7,982)	(400)		
Property Expenditure								
Property Costs – General	3,942	3,700	242	1,500	1,500		4.4	
Tweed Forum (Penmanshiel Fund)	0	400	(400)	0	400	400		
Total Property Expenditure	3,942	4,100	(158)	1,500	1,900	400		
Grants & Other Donations	0	500	(500)	500	500		4.5	3 Year average
Central Support Service Charge	2,261	2,196	65	2,306	2,306		4.6	Subject to review
Depreciation								
Depreciation Charge	74,675	54,309	20,366	54,309	74,675	20,366	4.7	
Contribution from Revaluation Reserve	(74,675)	(54,309)	(20,366)	(54,309)	(74,675)	(20,366)	4.7	
Net impact of Depreciation on Revenue Reserve	0	0	0	0	0	0		
Total Net (Surplus)/Deficit for year	(1,882)	(1,174)	(708)	(3,276)	(3,276)	0		

BALANCE SHEET VALUE AS AT 31 MARCH 2023

	Opening Balance at 01/04/22	Movement in Year	Closing Balance at 31/03/23	Projected Closing Balance at 31/03/24
	£	£	£	£
Fixed Assets				
Land & Buildings	736,600	(74,675)	661,925	587,250
Heritable Assets	0	0	0	
Total Fixed Assets	736,600	(74,675)	661,295	587,250
Capital in Investment Fund				
Investment Fund Book Value	159,803	184	159,987	160,171
Unrealised Gains/(Loss)	1,107	(19,768)	(18,661)	(18,661)
Market Value	160,910	19,584	141,326	141,510
Current Assets				
Debtors	763	(320)	443	443
Cash deposited with SBC	16,395	2,018	18,413	21,505
Total Current Assets	17,158	1,698	18,856	21,948
Current Liabilities				
Creditors	0	0	0	0
Total Current Liabilities	0	0	0	0
Net Assets	914,668	(92,561)	822,107	750,708
Funded by:				
Reserves				
Revenue Reserve	(27,232)	(1,882)	(29,114)	(32,390)
Capital Reserve	(304,162)	19,768	(284,394)	(284,394)
Revaluation Reserve	(583,274)	74,675	(508,599)	(433,924)
Total Reserves	(914,668)	92,561	(822,107)	(750,708)

PROPERTY PORTFOLIO PERFORMANCE FOR 2022/23
(Actual income to 31 March 2023 and projected 2023/24)

Property Income – Land & Buildings	2022/23			2023/24	
	Approved Budget	Actuals As at 31/03/23	Actual Net (Return) /Loss	Approv'd Budget	Project'd Net (Return) /Loss
	£	£	£	£	£
Ladhope Drive Car Park	0	0	0	0	0
Old Gala House	0	0	0	0	0
Old Gala House–Community Centre	0	0	0	0	0
Old Gala House–Caretakers Flat	0	0	0	0	0
Ladhope Golf Course	0	0	3,942	0	1,500
Ladhope Woodland	0	0	0	0	0
Ladhope Glen Park	0	0	0	0	0
Ladhope Recreation Ground	0	0	0	0	0
Leabrae Park	0	0	0	0	0
Bank Street Gardens	0	0	0	0	0
Sir Walter Scott Statue	0	0	0	0	0
Mercat Cross	0	0	0	0	0
Amenity Ground at Haliburton Pl	0	0	0	0	0
Property Expenditure (General)	0	0	0	0	0
Total	0	0	3,942	0	1,500

PROPERTY PORTFOLIO PERFORMANCE FOR 2022/23
(Actual expenditure to 31 March 2023 and projected 2023/24)

Property Expenditure – Land & Buildings	2022/23				2023/24
	Approv'd Budget	Actual (Repair & Maint) £	Actual (Other) £	Actual Total £	Approved Budget £
Ladhope Drive Car Park	0	0	0	0	0
Old Gala House	0	0	0	0	0
Old Gala House–Community Centre	0	0	0	0	0
Old Gala House–Caretakers Flat	0	0	0	0	0
Ladhope Golf Course	3,700	2,892	1,050	3,942	1,500
Ladhope Woodland	0	0	0	0	0
Ladhope Glen Park	0	0	0	0	0
Ladhope Recreation Ground	0	0	0	0	0
Leabrae Park	0	0	0	0	0
Bank Street Gardens	0	0	0	0	0
Sir Walter Scott Statue	0	0	0	0	0
Mercat Cross	0	0	0	0	0
Amenity Ground at Haliburton Pl	0	0	0	0	0
Property Expenditure (General)	0	0	0	0	0
Total	3,700	2,892	1,050	3,942	1,500

PROPERTY PORTFOLIO VALUATION FOR 2022/23

(Actual property valuation to 31 March 2023 and projected 31 March 2024)

Fixed Assets – Land & Buildings	Net Book Value at 01/04/22 £	Revised Depn Charge 2022/23 £	Net Book Value at 31/03/23 £	Project'd Depn Charge 2023/24 £	Project'd Net Book Value at 31/03/24 £
Ladhope Drive Car Park	0	0	0	0	0
Old Gala House	323,000	(29,938)	293,062	(29,938)	263,124
Old Gala House-Community Centre	289,600	(34,737)	254,863	(34,737)	220,126
Old Gala House-Caretakers Flat	85,000	(10,000)	75,000	(10,000)	65,000
Ladhope Golf Course	23,000	0	23,000	0	23,000
Ladhope Woodland	16,000	0	16,000	0	16,000
Ladhope Glen Park	0	0	0	0	0
Ladhope Recreation Ground	0	0	0	0	0
Leabrae Park	0	0	0	0	0
Bank Street Gardens	0	0	0	0	0
Sir Walter Scott Statue	0	0	0	0	0
Mercat Cross	0	0	0	0	0
Amenity Ground at Haliburton Place	0	0	0	0	0
Total	736,600	(74,675)	661,925	(74,675)	587,250

**Fixed Assets –
Moveable Assets**

Minute Books
Provosts Chain & Badge
Provosts Robes & Hats (2 of each)
Baillies Robes & Hats
Stamp with Burgh Seal
Silver Trophy
Gold Watch
Gold Key & Medal
Scott Manuscript
Collection of Coins (12)
Bottle (storage for coins)
Braw Lads Medal (2)
Commemorative Medals (2)

Total

INVESTMENTS EXTERNALLY MANAGED

Cost of Investment	Units	£
Aegon Asset Management Investment (February 2018)	136,558	147,851
Transfer of Investment – Ex Provost Mercer (April 18)	1,239	1,342
Aegon Asset Management Investment (September 2018)	9,244	10,000
Aegon Fund Rebate – (2018-2019)	150	162
Aegon Fund Rebate – (2019-2020)	123	136
Aegon Fund Rebate – (2020-2021)	149	151
Aegon Fund Rebate – (2021-2022)	147	161
Aegon Fund Rebate – (2021-2022)	189	184
Total Invested To 31 March 2023	147,799	159,987

Value of Investment	£
31 March 2018	147,374
31 March 2019	160,469
31 March 2020	135,323
31 March 2021	160,912
31 March 2022	160,910
30 June 2022	143,129
30 September 2022	134,129
31 December 2022	141,669
31 March 2023	141,326
Increase/(Decrease) from Total Cash Invested	(18,661)

Return on Investment from inception	Capital Return %	Total Return %
to 31 March 2018	-0.30	
to 31 March 2019	+3.86	+9.41
to 31 March 2020	-15.16	-5.98
to 30 June 2020	-8.52	+2.76
to 30 September 2020	-7.91	+4.83
to 31 December 2020	-0.61	+14.09
to 31 March 2021	+0.78	+16.84
to 30 June 2021	+1.10	+18.71
to 30 September 2021	+0.36	+19.52
to 31 December 2021	+3.93	+25.02
to 31 March 2022	+0.68	+22.56
to 30 June 2022	-10.46	+10.70
to 30 September 2022	-16.12	+5.84
to 31 December 2022	-11.43	+12.81
to 31 March 2023	-11.69	+13.46

Integrated Impact Assessment (IIA)

Part 1 Scoping

1 Details of the Proposal

Title of Proposal:	MONITORING REPORT FOR 12 MONTHS TO 31 MARCH 2023
What is it?	A new Policy/Strategy/Practice <input type="checkbox"/> A revised Policy/Strategy/Practice <input checked="" type="checkbox"/>
Description of the proposal: (Set out a clear understanding of the purpose of the proposal being developed or reviewed (what are the aims, objectives and intended outcomes, including the context within which it will operate).)	Quarterly report to Galashiels Common Good Fund on the financial out-turn for 2022/23 and the proposed budget for 2023/24.
Service Area: Department:	Common Good Funds Finance & Regulatory
Lead Officer: (Name and job title)	Suzy Douglas, Acting Chief Financial Officer
Other Officers/Partners involved: (List names, job titles and organisations)	
Date(s) IIA completed:	19/05/2023

2 Will there be any cumulative impacts as a result of the relationship between this proposal and other policies?

Yes / No (please delete as applicable)
If yes, - please state here:

3 Legislative Requirements

3.1 Relevance to the Equality Duty:	
<p>Do you believe your proposal has any relevance under the Equality Act 2010? <i>(If you believe that your proposal may have some relevance – however small please indicate yes. If there is no effect, please enter “No” and go to Section 3.2.)</i></p>	
Equality Duty	Reasoning:
Elimination of discrimination (both direct & indirect), victimisation and harassment. <i>(Will the proposal discriminate? Or help eliminate discrimination?)</i>	Given the subject matter of this assessment, it is not relevant to Equality duty.
Promotion of equality of opportunity? <i>(Will your proposal help or hinder the Council with this)</i>	
Foster good relations? <i>(Will your proposal help or hinder the council s relationships with those who have equality characteristics?)</i>	

3.2 Which groups of people do you think will be or potentially could be, impacted by the implementation of this proposal? (You should consider employees, clients, customers / service users, and any other relevant groups)				
Please tick below as appropriate, outlining any potential impacts on the undernoted equality groups this proposal may have and how you know this.				
	Impact			Please explain the potential impacts and how you know this
	No Impact	Positive Impact	Negative Impact	
All of the protected characteristics including Age, Disability, Gender Reassignment, Marriage or Civil Partnership, Pregnancy and Maternity, Race, Religion or Belief, Sex, Sexual Orientation.	X			No impact or relevance. This is a routine monitoring report required as part of good governance of the Common Good Funds
3.3 Fairer Scotland Duty				
This duty places a legal responsibility on Scottish Borders Council (SBC) to actively consider (give due regard) to how we can reduce inequalities of outcome caused by socioeconomic disadvantage when making <u>strategic</u> decisions.				
The duty is set at a strategic level - these are the key, high level decisions that SBC will take. This would normally include strategy documents, decisions about setting priorities, allocating resources and commissioning services.				
Is the proposal strategic? No				
Yes / No <i>(please delete as applicable)</i>				
If No go to Section 4				
If yes, please indicate any potential impact on the undernoted groups this proposal may have and how you know this:				
	Impact		State here how you know this	

	No Impact	Positive Impact	Negative Impact	
Low and/or No Wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future.				
Material Deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies				
Area Deprivation – where you live (e.g. rural areas), where you work (e.g. accessibility of transport)				
Socio-economic Background – social class i.e. parents' education, employment and income				
Looked after and accommodated children and young people				
Carers paid and unpaid including family members				
Homelessness				
Addictions and substance use				
Those involved within the criminal justice system				

4 Full Integrated Impact Assessment Required

Select No if you have answered “No” to all of Sections 3.1 – 3.3.

Yes / No (please delete as applicable)

If a full impact assessment is not required briefly explain why there are no effects and provide justification for the decision.

Report is a regular governance report required to ensure good governance of the Common Good Fund. All members of the Fund have equal status under the regulations followed.

Signed by Lead Officer:	Suzy Douglas
Designation:	Acting Chief Financial Officer
Date:	19/05/2023
Counter Signature Service Director	
Date:	

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