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GALASHIELS COMMON GOOD FUND SUB-COMMITTEE THURSDAY, 21 SEPTEMBER 2023

A MEETING of the GALASHIELS COMMON GOOD FUND SUB-COMMITTEE will be held VIA MICROSOFT TEAMS on THURSDAY, 21 SEPTEMBER 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,

11 September 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 15 June 2023 for approval and signature by the Chair. (Copy attached.)	2 mins
5.	Monitoring Report for 3 Months to 30 June 2023 (Pages 5 - 22) Consider report by Director – Finance and Procurement. (Copy attached.)	10 mins
6.	Application for Financial Assistance (Pages 23 - 28) Consider application for financial assistance from Galashiels Amateur Swimming Club. (Copy attached.)	10 mins
7.	Any Other Items Previously Circulated.	
8.	Any Other Items which the Chairman Decides are Urgent.	
9.	Items likely to be taken in Private	

	<p>Before proceeding with the private business, the following motion should be approved:-</p> <p>“That under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in the relevant paragraphs of Part 1 of Schedule 7A to the aforementioned Act.”</p>	
10.	<p>Property</p> <p>Consider private property update.</p>	10 mins

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 and Community Councillor R. Kenney

Please direct any enquiries to Declan Hall Tel: 01835 826556
Email:- Declan.Hall@scotborders.gov.uk

**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, 15 June
2023 at 10.00 am.

Present:- Councillors H. Steel (Chair), E. Jardine, F. Sinclair and Community Councillor
R. Kenney (from para. 2).
Apologies:- Councillor N. Mackinnon.
In Attendance:- Acting Chief Financial Officer, Interim Estates Strategy Manager (J. Stewart),
Democratic Services Officer (D. Hall).

1. **MINUTE**

The Minute of the Meeting of the Galashiels Common Good Fund Sub-Committee held on 2 March 2023 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 the year 2022/23, including balance sheet values at 31 March 2023, a full year projected out-turn for 2023/24 and projected balance sheet as at 31 March 2024. Appendix 1 to the report provided the actual income and expenditure position for 2022/23. That showed a projected surplus of £1,882, which was better than the previously reported surplus on 2 March 2023 as a result of an increase to the interest rate. Appendix 2 to the report provided a projected balance sheet value as at 31 March 2023, and showed a projected decrease in reserves of £92,561. Appendix 3a provided a breakdown of the property portfolio, and showed actual rental income and net return for 2022/3, whereas Appendix 3b to the report provided a breakdown of the property portfolio and showed actual property expenditure for 2022/23. A breakdown of the property portfolio, showing actual property valuations at 31 March 2023 was provided in Appendix 4 to the report. The value of the Aegon Asset Management Investment Fund to 31 March 2023 was provided in Appendix 5 to the report. The Acting Chief Financial Officer, Ms Suzy Douglas, presented the report and highlighted that the Central Support Charge for 2023/24 was set in the budget at 2%, but would not be confirmed until a pay award had been agreed for 23/24. Ms Douglas stressed that it was important to view the returns of the Aegon Investment Fund over the long term.

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 Interim Estates Strategy Manager, Ms Jo Stewart, provided an update on plans to extract the timber located at the Ladhope Golf Club. Ms Stewart explained that a meeting was due to be held on Monday, 19 June 2023 with the Golf Course and the proposed Woodland Consultant. The outcome of the meeting was expected to finalise the process for extraction, agree timelines and allow financial figures to be updated. It was hoped that an agreed programme for extraction would be agreed by the end of the summer. The Estates department had received notification from colleagues in Environmental Health that the property at 47 Ladhope Crescent had been experiencing outflows, possibly related to a septic tank leak. The matter was under investigation by Environmental Health to determine the origin of the outflow, and whether it originated from the Golf Course. In response to a question regarding planting at Bank Street Gardens, and whether it would be possible for the Common Good to fund additional planting in line with recently published guidance Ms Jo Stewart undertook to investigate the matter with Neighbourhood Services. Regarding the condition of Leebræ Park, Ms Stewart undertook to discuss the condition of the park, including its general disrepair and grass cutting regime, with Neighbourhood Services.

DECISION

AGREED:-

- (a) note the update on woodland extraction; and
- (b) that the Interim Estates Strategy Manager would contact Neighbourhood Services regarding:-
 - (i) the planting options available to the Common Good at Bank Street Gardens; and
 - (ii) the condition of Leebræ Park, including grass cutting and general disrepair.

The meeting concluded at 10.15 a.m.



MONITORING REPORT FOR 3 MONTHS TO 30 JUNE 2023

Report by Director of Finance & Procurement

GALASHIELS COMMON GOOD FUND SUB-COMMITTEE

21 September 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 three months to 30 June 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 projected income and expenditure position for 2023/24. This shows a projected surplus of £3,276 for the year.
- 1.3 Appendix 2 provides a projected balance sheet value as at 31 March 2024. It shows a projected decrease in reserves of £71,399.
- 1.4 Appendix 3a provides a breakdown of the property portfolio showing projected rental income and projected net return for 2023/24 and actual property income to 30 June 2023.
- 1.5 Appendix 3b provides a breakdown of the property portfolio showing projected property expenditure for 2023/24 and actual property expenditure to 30 June 2023.
- 1.6 Appendix 4 provides a breakdown of the property portfolio showing projected property valuations at 31 March 2024.
- 1.7 Appendix 5 shows the value of the Aegon Asset Management Investment Fund to 30 June 2023.

2 RECOMMENDATIONS

- 2.1 I recommend that the Common Good Fund Sub-Committee:**
 - (a) Notes the actual income and expenditure for 2023/24 in Appendix 1;**
 - (b) Notes the projected balance sheet value as at 31 March 2024 in Appendix 2;**
 - (c) Notes the summary of the property portfolio in Appendices 3 and 4; and**
 - (d) Notes the current position of the Aegon Asset Management Investment Fund in Appendix 5.**

3 BACKGROUND

This report provides the Committee with financial information for the period to 30 June 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 2023/24

4.1 Appendix 1 provides details on income and expenditure for the 2023/24 financial year. The projected net position for the year is a surplus of £3,276.

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 projected out-turn position shows an amount of £30 relating to interest receivable on cash held by SBC. Also included are dividends from the Common Good Funds investment in Aegon Asset Management amounting to £7,392, 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) Rebate income of £35 from Aegon Asset Management received in March 2023 along with the corresponding 37 units units purchased in April, was accounted for in 2022/23.

4.4 Income & Expenditure – Property Expenditure

(a) The property expenditure for 2023/24 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) 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.

(c) 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 2024 are shown below:

Grant Recipients	Approved	£
Approved and Paid to 30 June 2023		0
Total Paid to 31 March 2024		0
Budget 2023/24		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 projected depreciation charge for the year is £74,675. 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 1 April 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, projected depreciation charges for 2023/24 and projected values at 31 March 2024.

4.10 Balance Sheet – Investment Fund

The fund has a 11.30% 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 16.45% since investment in February 2018.

4.11 Balance Sheet – Cash Balance

The cash held by the fund is projected to be £21,505 at 31 March 2024 and is detailed below:

Cash Balance	£
Opening Balance at 1 April 2023	18,413
Projected surplus for year from Income & Expenditure Statement	3,276
Net cash movement in Debtors/Creditors	0
Rebate Investment in Aegon Asset Management	(184)
Projected Closing Balance as at 31 March 2024	21,505

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
Director of Finance & Procurement

Author(s)

Suzy Douglas	Director of Finance & Procurement - Tel: 01835 825881
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Background Papers:

Previous Minute Reference: Galashiels Common Good Committee 15 June 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

PROJECTED INCOME AND EXPENDITURE 2023/24

	Actuals at 30/06/23	Full Year Approved Budget 2023/24	Full Year Projected Out-turn 2023/24	Projected Over/ (Under) Spend 2023/24	Para Ref	Comments
	£	£	£	£		
Property Income						
Rental Income	0	0	0		4.2	
Non-Property Related Income						
Interest on Cash deposited with Council	(0)	(30)	(30)		4.3	Est 5% return
Investment Funds – Dividends Rec’d	(1,145)	(7,392)	(7,392)		4.3	
Other Income	(0)	(160)	(160)			
Penmanshiel Fund (Tweed Forum)	(0)	(400)	(400)			
Total Income	(1,145)	(7,982)	(7,982)			
Property Expenditure						
Property Costs – General	0	1,500	1,500		4.4	
Tweed Forum (Penmanshiel Fund)	0	400	400			
Total Property Expenditure	0	1,900	1,900			
Grants & Other Donations	0	500	500		4.5	3 Year average
Central Support Service Charge	0	2,306	2,306		4.6	Subject to review
Depreciation						
Depreciation Charge	0	74,675	74,675		4.7	
Contribution from Revaluation Reserve	0	(74,675)	(74,675)		4.7	
Net impact of Depreciation on Revenue Reserve	0	0	0			
Total Net (Surplus)/Deficit for year	(1,145)	(3,276)	(3,276)			

PROJECTED BALANCE SHEET VALUE AS AT 31 MARCH 2024

	Opening Balance at 01/04/23 £	Projected Movement in Year £	Projected Closing Balance at 31/03/24 £
Fixed Assets			
Land & Buildings	661,925	(74,675)	587,250
Heritable Assets	0	0	
Total Fixed Assets	661,295	(74,675)	587,250
Capital in Investment Fund			
Investment Fund Book Value	159,987	184	160,171
Unrealised Gains/(Loss)	(18,661)	0	(18,661)
Market Value	141,326	184	141,510
Current Assets			
Debtors	443	0	443
Cash deposited with SBC	18,413	3,092	21,505
Total Current Assets	18,856	3,092	21,948
Current Liabilities			
Creditors	0	0	0
Total Current Liabilities	0	0	0
Net Assets	822,107	(71,399)	750,708
Funded by:			
Reserves			
Revenue Reserve	(29,114)	(3,276)	(32,390)
Capital Reserve	(284,394)	0	(284,394)
Revaluation Reserve	(508,599)	74,675	(433,924)
Total Reserves	(822,107)	71,399	(750,708)

PROPERTY PORTFOLIO PERFORMANCE FOR 2023/24
(Actual income to 30 June 2023 and projections to 31 March 2024)

Property Income – Land & Buildings	2023/24		2023/24	
	Approved Budget	Actuals as at 30/06/23	Approv'd Budget	Project'd Net (Return) /Loss
	£	£	£	£
Ladhope Drive Car Park	0	0	0	0
Old Gala House	0	0	0	0
Old Gala House–Community Centre	0	0	0	0
Old Gala House–Caretakers Flat	0	0	0	0
Ladhope Golf Course	0	0	0	1,500
Ladhope Woodland	0	0	0	0
Ladhope Glen Park	0	0	0	0
Ladhope Recreation Ground	0	0	0	0
Leabrae Park	0	0	0	0
Bank Street Gardens	0	0	0	0
Sir Walter Scott Statue	0	0	0	0
Mercat Cross	0	0	0	0
Amenity Ground at Haliburton Pl	0	0	0	0
Property Expenditure (General)	0	0	0	0
Total	0	0	0	1,500

PROPERTY PORTFOLIO PERFORMANCE FOR 2023/24
(Actual expenditure to 30 June 2023 and projections to 31 March 2024)

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

PROPERTY PORTFOLIO VALUATION FOR 2023/24
(Projected property valuation to 31 March 2024)

Fixed Assets – Land & Buildings	Net Book Value at 01/04/23 £	Project'd Depn Charge 2023/24 £	Project'd Net Book Value at 31/03/24 £
Ladhope Drive Car Park	0	0	0
Old Gala House	293,062	(29,938)	263,124
Old Gala House-Community Centre	254,863	(34,737)	220,126
Old Gala House-Caretakers Flat	75,000	(10,000)	65,000
Ladhope Golf Course	23,000	0	23,000
Ladhope Woodland	16,000	0	16,000
Ladhope Glen Park	0	0	0
Ladhope Recreation Ground	0	0	0
Leabrae Park	0	0	0
Bank Street Gardens	0	0	0
Sir Walter Scott Statue	0	0	0
Mercat Cross	0	0	0
Amenity Ground at Haliburton Place	0	0	0
Total	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 30 June 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
30 June 2023	141,931
Increase/(Decrease) from Total Cash Invested	(18,056)

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
to 30 June 2023	-11.30	+16.45

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Integrated Impact Assessment (IIA)

Part 1 Scoping

1 Details of the Proposal

Title of Proposal:	MONITORING REPORT FOR 3 MONTHS TO 30 JUNE 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 projected out-turn for 2023/24 and the projected balance sheet for 2023/24
Service Area: Department:	Common Good Funds Finance & Regulatory
Lead Officer: (Name and job title)	Suzy Douglas, Director of Finance & Procurement
Other Officers/Partners involved: (List names, job titles and organisations)	
Date(s) IIA completed:	09/08/2023

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:	Director of Finance & Procurement
Date:	09/08/2023
Counter Signature Service Director	
Date:	

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Common Good Fund: Application Form for 2023/24*

*Please note this is a fund of last resort – you will need to demonstrate to the Common Good Fund Committee that you have tried to secure funding from other sources.

Applicant Group/Organisation:	Galashiels Amateur Swimming Club (Gala ASC)
Name of your project:	Summer Fun Day
The name of the Common Good Fund that you are applying to:	Galashiels

What does your organisation do and who does it support? If appropriate. (max. 100 words)

Tell us what your group does, the activities it undertakes and in what way it benefits the community.

Gala ASC is a community swimming club, with a membership of 70 swimmers, aged between 8 and 18.

As one of the larger swimming clubs in the Scottish Borders, we have 7 squads catering to swimmers of all levels beyond lessons, from novices to elite athletes with national and international aspirations.

The Club offers two coached swimming sessions per week and supports swimmers who wish to train for fitness and those wishing to participate in competitions. In addition, the club also arrange a coach and poolside helper to attend competitions which are usually held on weekends.

Our primary objective is to offer children the chance to improve their swimming skills in a secure, enjoyable, and inclusive environment.

We are run by a committee of parent volunteers and with a team of volunteer coaches and poolside helpers.

Summarise what you want to use this funding for (max. 100 words)

(i.e. will it increase access, improve quality of life etc.)

In recognition of our club members' dedication and efforts throughout the past year, we intend to organise a summer outing. This event aims to both reward their commitment and foster a sense of camaraderie among team members.

Our primary goal is to facilitate the establishment of strong connections within the club, enabling individuals of various ages and abilities to interact and form a cohesive team. This unity not only enhances the club's competitive edge but also promotes a welcoming and comfortable environment for all members.

Our proposed plan entails a summer Surf Day at Coldingham beach, where everyone will have the opportunity to partake in a surfing lesson followed by games and a BBQ.

Summarise how the outcomes of the project will be measured/evaluated (max. 100 words)

One of the objectives of the excursion is to provide an enjoyable experience for the swimmers, which will be evaluated based on their feedback.

The further aim of the trip is to garner team spirit, and ensure each swimmer feels welcome and at home within the club. To that end, membership numbers will be monitored to assess retention rates of junior swimmers. The level of participation at competition events is also highly reflective of the individual member's engagement with the team, and this will be monitored in the months following the trip to see whether the event has encouraged new or more reluctant swimmers to take part in the team competitions.

Tell us how your activity/project will make a difference to your organisation and how it will benefit the residents of the current/former Burgh (max. 200 words)

Tell us what activities you plan to carry out and how you will deliver it.

Our summer trip will provide an opportunity for swimmers of different ages and backgrounds to come together and socialise as a team. This team building opportunity will help new and younger members to feel welcome and supported within the team (which will hopefully lead to them being long term members of the club). The older and more established members of the club will benefit from the social opportunity, and the chance to interact with newer members, to support and encourage.

Usually, we would fund the summer trip from reserves, with an additional parental contribution to go towards transport. However, membership costs have recently (May 2023) been increased from £20 per month to £30 per month. This has been necessary as our pool hire costs alone have increased by 40%. Accordingly, we are reluctant to ask parents for more money this year, particularly as we are keen that all members can attend the trip.

We aim to keep swimming accessible to all children as it has huge health benefits. As well as being of benefit to the residents of Galashiels who are members of the club, ensuring the ongoing support and continuation of a swimming club within Galashiels is to the benefit of anyone within the town who has an interest in swimming for recreation, fitness, or competition.

Tell us how your project will be sustainable in the future (max. 100 words)

The Club has a new and active Junior Committee who meet regularly and contribute to the running of the Club. One of the focusses of the Junior Committee this year is to fundraise for the summer trip, and they have recently organised a successful bake sale at the Braw Lad's Swimming Gala. Going forward, the Club will continue to consider fundraising ideas, including sponsored swims, raffles and hosting our own regional swimming competition at Galashiels Swimming Pool.

Expenditure: Please tell us how much money you need for the entire activity/project (you may be asked to provide up to 3 quotes to support your application)

Item of Expenditure	Cost (£)
Surf Lessons (St Vedas)	£1,620
Bus (BARC)	£590
BBQ & Refreshments	£300
Total Expenditure	£2,510
How much would you like from the Common Good Fund?	£590
Please supply a copy of your signed & dated Accounts or Projected Financial Plan	<input checked="" type="checkbox"/>

Have you received funding in the last 5 years from Scottish Borders Council or any other external funders? If so, please detail the fund name, the amount and the purpose of the grant.

Fund	Amount	Purpose
ClubSport (2020)	£250	Covid Grant
Sykes	£1000	Swimming Equipment

Tell us about your own fundraising or how you have secured other funding for this project.

	Amount	Purpose
Bake sales (various)	£248	To add to club funds
Raffle (Dec 2022)	£233	To add to club funds

Individual/Group/Organisation details:

Contact Name:	Fiona Little
Position in Group/Org: (if appropriate)	Treasurer Galashiels Amateur Swimming Club
Home Address:	██████████ ██████████
Post Code:	TD1 3NG
Telephone Number:	07881934840
Email Address:	galaasc@live.co.uk ██████████
Date:	23/06/2023
Signature:	██████████

Equalities

Do you have an Equal Opportunities Policy or Equality Statement? Yes No

Explain how your project complies with the obligations contained in the Equality Act 2010

Our club complies with the Equality Act as laid out by our governing body, Scottish Swimming. Details can be found here.

<https://www.scottishswimming.com/clubs/governance-club>

Our club acknowledges the importance of being active and the necessity of being able to do so in a safe and pleasant environment that is accessible to everyone. The excursion we are organising is open to every member of our club.

Does your idea/project involve work with children, young people under the age of 18 or vulnerable adults? Yes No

If yes what public protection policies do you have in place and how often are these reviewed? Please provide a copy of these or give full details below.

We follow guidance from our governing body, Scottish Swimming,
<https://scottishswimming.com/wellbeing-and-protection>

Our WPO has undertaken all the required training and certification via Scottish Swimming. All our adult volunteers have also been checked and verified in line with Scottish Swimming requirements (including PVG and CWPS).

Permissions

Does your project involve work to a building or land? Yes No

If yes do you have the following? (please tick relevant)

- A lease agreement (Date of lease _____ and duration _____ years)
- Written permission of owner
- Planning permission (Reference No. _____)

Common Good Funds

Common Good Funds in Scotland originated in the 15th century and are the assets and income of some of the current/former Burghs. They can represent a substantial portfolio of land, property, some moveable items and investments and by law continue to exist for the benefit of the inhabitants of the former Burghs to which they relate. Scottish Borders Council is the owner of these Funds and each Fund has a sub-committee comprising the relevant local Councillors who make the decisions on the management of the Fund's assets and approval of any requests for funding (up to a limit of £20,000 above which full Council approval is required).

If you are successful in being awarded Common Good Funds, you will be asked to complete a monitoring & evaluation form when your project is complete or within 1 year of receiving funding. Future applications will not be considered until this has been received and the Common Good Fund Sub-Committee are satisfied with the evaluation you have provided.

This completed form and supporting documents should be submitted to Democratic Services, Scottish Borders Council, Council Headquarters, Newtown St Boswells, TD6 0SA. Email: compap@scotborders.gov.uk Telephone: 01835 825005

Treasurers report yre 2022

Here's the latest report from our treasurer for the year ending 2022. The accounts have been audited and signed off by Gillian Hall, big thanks to her for doing so.

We've been keeping a tight grip on our finances since the Covid lockdowns, trying to balance costs while growing the club with new members and coaches. Good news is we're almost at full capacity with a few on the waitlist. We've got more coaches now, but we still need to address the limited pool time we've had since reopening.

Unfortunately, we're showing a deficit of £2,747 for 2022 compared to a credit of £2,859 for 2021 and £1,638 in 2020. In 2022, we operated on a reduced-fees basis, but we still benefitted from reduced rates for pool hire negotiated with Live Borders.

As expected, we've had to increase our monthly fees (effective May 2023) to keep up with Live Borders increasing their pool hire charges (c.40%). If we want to reintroduce a third or fourth training night for the higher squads to gain more pool time, we'll need to increase fees again for those swimmers, to keep up with the rising costs.

Our account balance is now £5,380, down from £8,127, which we have actively built up to invest in equipment / necessary items the club requires for training – back stroke ledges, fins, snorkels, hand paddles etc.

Overall, I'm satisfied with the financial position of the club. We've got a new intake of swimmers and a steady income stream from a near-capacity group of kids. Although Live Borders increased fees are causing some frustration, we will need to actively seek further funding from third parties, fundraisers, and sponsored events, to allow us to keep fees affordable to all members.

Gala ASC Treasurer

GALASHIELS SWIMMING CLUB				
STATEMENT OF BALANCES FOR				
YEAR ENDING 31ST DECEMBER 2022				
		2022		2021
		£		£
Bank and cash				
Bank of Scotland		5,380.73		8,127.36
Bank of Scotland no 2		8,440.47		8,440.47
Cash		-		-
		13,821.20		16,567.83
Financed by:				
Balance brought forward		16,567.83		13,708.59
Profit for year		(2,746.63)		2,859.24
		13,821.20		16,567.83

GALASHIELS SWIMMING CLUB				
INCOME & EXPENDITURE ACCOUNT FOR				
YEAR ENDING 31ST DECEMBER 2022				
		2022		2021
		£		£
Income				
Monthly		13,545.00		7,950.63
SASA		3,523.00		2,494.00
Entries&Refunds		2,518.50		836.50
Club kit		90.98		93.00
Fundraising		281.23		1,000.00
Other		456.67		253.50
Miscellaneous		- 344.42		-
Total income		20,070.96		12,627.63
Expenditure				
		£		£
Entries		2,651.00		1,011.50
Coaching		2,509.96		833.32
SASA membership		3,469.00		2,393.00
Club kit		539.53		-
Pool hire		7,830.00		2,578.00
Courses		325.00		-
Affiliation fees		336.00		317.00
BEST		1,846.11		2,045.85
Repairs & renewals		449.40		-
Miscellaneous		2,291.58		235.31
Comp Expenses		570.01		354.41
Total expenditure		22,817.59		9,768.39
Surplus / (deficit) in year		(2,746.63)		2,859.24