

**THE HIGHLAND COUNCIL**

Agenda Item	8
Report No	DSA/10/22

**Committee:** Dingwall and Seaforth Committee

**Date:** 22 August 2022

**Report Title:** Dingwall Common Good Fund –  
Quarter One Monitoring Report

**Report By:** Executive Chief Officer - Communities and Place  
Head of Corporate Finance and Commercialism

**1. Purpose/Executive Summary**

1.1 This report presents the Dingwall Common Good Fund quarter one monitoring statement for 2022/23.

**2. Recommendations**

2.1 Members are asked to note and scrutinise the position of Dingwall Common Good Fund as shown in the 2022/23 quarter one monitoring statement.

**3. Implications**

3.1 Legal, Risk, Gaelic – None.

3.2 Resource Implications: The quarter one monitoring statement highlights predicted income and expenditure against the budget. Expenditure is forecast to be on budget.

3.3 Community (Equality, Poverty and Rural) Implications – Any current and future major projects for the protection or refurbishment of Common Good assets would seek to improve equality of access.

3.4 Climate Change/Carbon Clever implications: Any current and future projects for protection of Common Good assets would seek to increase energy efficiency where possible.

#### 4. Quarter One Monitoring Statement

4.1 A monitoring statement showing transactions to the end of June 2022 against budget and estimated year end position is as **Appendix 1**. Unaudited useable reserves as at 31 March 2021 were £279,825.

4.2 **Income** – The income for Dingwall Common Good arises from the rental of Dingwall Town Hall and the lease of Jubilee Park Caravan Site. The total income for quarter one is £3,750. Anticipated income of £700 interest for the year will show in Quarter Four monitoring statement. Income is predicted to be on budget.

4.3 **Expenditure** – Small expenditure cost for telephone rental are shown in quarter one. Expenditure relating to Common Good asset property costs will show in quarter four. Expenditure is expected to be on budget.

#### 5. Property Project updates from Property and Facilities Management

5.1 **Dingwall Town Hall** - As a result of ongoing survey works it is evident that there is a need for significant capital investment in the property. This is to ensure that the building fabric does not deteriorate further and adversely impact upon its usage. Over £500,000 of essential works have been identified with the roof and associated works having an urgent pressing need. An application to the Place Based Investment Programme was successful and has enabled progression of the project to ensure the building is wind and watertight.

##### 5.2 Update:

- Planning and Listed Building Consent was granted on 13<sup>th</sup> July 2022.
- The proposed works will concentrate primarily on the roof. In addition to the roof works, also proposed is repointing of stonework, replacement of rotten timbers, overhaul of existing rainwater goods and external painter work.
- In terms of the programme, once the returned tender is checked a tender report will be drafted for approval. Subject to approval of the report then a proposed start date of 5<sup>th</sup> September 2022 is anticipated with a 20 week construction period giving a completion date of 3 February 2023. This will be subject to confirmation of lead in times for materials.
- It is expected that the Hall will remain operational throughout as the vast majority of the work is external. There may however be some days where the Hall is not accessible when timbers internally are being replaced or repaired. On appointment of the Contractor they will provide a construction programme so that dates can be looked at in more detail.
- Recent maintenance works include cleaning out of rainwater goods, minor repairs to roof covering and clearing and cleaning of bird debris within the roof space.

##### 5.3 **Dingwall Community Hub** (former public convenience)

5.4 The former public convenience, owned in part by The Highland Council and the Dingwall Common Good Fund were included in a successful bid for funding from the Town Centre Fund in 2019/2020 to provide a community hub/meeting room.

5.5

The project has been managed by the Council's Property Service and is now complete with Graham MacGregor Joinery officially handing over the site to Council's Property Services imminently. Works comprised a full strip out and replacement of existing services, fittings, new windows and doors as well as structural and flooring repairs. The existing internal partitions have been demolished to form a new functional room and building accessibility has been improved for all users.

5.6

The project did encounter delays due to the impact of COVID-19, subsequent supply chain issues and pandemic measures, additional works from a combination of Client design decisions and problems only discovered once works had commenced on this existing building, and major delays with EDF supplying and fitting the new electric meter.

## **6. Anticipated Expenditure**

6.1 **Property Costs** – These costs relate to Dingwall Town Hall which is leased to the Highland Council and managed by Highlife Highland and other Common Good assets. A revenue budget of £12,000 is made for 2022/23 towards urgent repairs/works or other maintenance as required relating to Common Good Assets.

6.2 **Central Support and Common Good Fund Officer**– Expenditure in this regard relates to support from corporate resources and a proportion of the costs of the Common Good Fund Officer. A sum of £1.200 is budgeted to cover these costs.

6.3 **Grants and Contributions** – In order to protect the reserves and the likely future requirement for protection or developments of Common Good assets, a budget of £2,000 is made available for small grants to community groups and a budget of £2,000 for special project grants or donations towards protection or development of Common Good assets.

Designation: Executive Chief Officer, Communities and Place  
Head of Corporate Finance and Commercialism

Date: 16 August 2022

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Dingwall Common Good - Quarterly Monitoring					Appendix 1
Period to June 22					
	Actual to date	Budget	Year End Estimate	Variance	
	£	£		£	
<b>INCOME</b>					
Rents	3,750	28,564	28,564	0	
Interest and investment income	0	700	700	0	
<b>TOTAL INCOME</b>	<b>3,750</b>	<b>29,264</b>	<b>29,264</b>	<b>0</b>	
<b>EXPENDITURE</b>					
Staff Costs - CGF Officer and Central Support	0	1,200	1,200	0	
Property costs	17	12,000	12,000	0	
Community Grants and Donations	0	2,000	2,000	0	
Special Project Grants - CG Assets	0	2,000	2,000	0	
<b>TOTAL EXPENDITURE</b>	<b>17</b>	<b>17,200</b>	<b>17,200</b>	<b>0</b>	
<b>PROJECT EXPENDITURE</b>					
DCGF Contribution to projects	164	47,000	8,000		
<b>TOTAL PROJECT EXPENDITURE</b>	<b>164</b>	<b>47,000</b>	<b>8,000</b>		
<b>Income less Expenditure to be funded by reserves</b>	<b>3,569</b>	<b>(34,936)</b>	<b>4,064</b>		
Unaudited Usable Reserves 2021/22		£279,825			