Agenda Item	7
Report No	CC/19/26

The Highland Council

Committee: **Caithness**

Date: **3 August 2026**

Report Title: **Wick Common Good Q4 2025/26 and Q1 (April/May) 2026/27 Monitoring**

Report By: **Assistant Chief Executive - Place**

1 Purpose/Executive Summary

1.1 This report presents the Quarter 4 25/26 (near final) and Quarter 1 26/27 monitoring statements for the Wick Common Good Fund. The report outlines an estimated end of year surplus for the Wick Common Good for 2025/26, primarily as a result of an oversail payment.

2 Recommendations

2.1 Members are asked to **scrutinise** and **note** the Quarter 4 25/26 and Quarter 1 26/27 monitoring statements for the Wick Common Good Fund

3 Implications

3.1 **Resource** - The Q4 monitoring statement highlights predicted income and expenditure against the budget. Members are asked to note that these figures are near final, pending completion of the audit of the Highland Council accounts. An end of year surplus for 2025/26 is estimated, primarily as a result of an oversail payment.

3.2 **Legal** - The application of funds will fall within the competency guidelines set out both in statute and in common law in relation to Common Good Funds. Additionally, through the governance being applied by the Finance Service, funds will remain compliant with all financial regulations.

3.3 **Risk** - None

3.4 **Health and Safety (risks arising from changes to plant, equipment, process, or people)** - None

3.5 **Gaelic** - None

4 Impacts

4.1 In Highland, all policies, strategies or service changes are subject to an integrated screening for impact for Equalities, Poverty and Human Rights, Children's Rights and Wellbeing, Climate Change, Islands and Mainland Rural Communities, and Data Protection. Where identified as required, a full impact assessment will be undertaken.

4.2 Considering impacts is a core part of the decision-making process and needs to inform the decision-making process. When taking any decision, Members must give due regard to the findings of any assessment.

4.3 This is a monitoring report and therefore an impact assessment is not required.

5 Quarter 4 2025/26 Monitoring Statement

5.1 A monitoring statement showing transactions to the end of March 2026 against budget and the estimated year end position is attached at **Appendix 1**. Members are asked to note that these are near final figures, pending the completion of the audit of the Highland Council accounts.

5.2 Income

- Rental income for the year is that received for occupied offices in Wick Town Hall. The income additional to the budget followed the letting of 2 additional offices in the Town Hall during the year.
- Invitation to Pay income was, in the main, on budget
- Interest and investment income of £5,815 was in excess of the budget due to high interest rates during the year.
- Income of £158,811 is from two, one-off payments for an oversail option to transport windfarm components.

5.3 Expenditure

- No utilities charges were applied to the fund in 2025/26, although costs were incurred and £12,200 was budgeted. This is being progressed with the relevant service team.
- Car parking costs were under budget;
- Staff costs were over budget. (These have been increased to £2,900 in the 26/27 budget.

5.4 Variances

- Members will note that the fund has delivered a surplus at year-end. This is largely due to the underspend against property costs and the receipt of two, one-off oversail payment. Nonetheless, the fund continues to face significant operational costs mostly associated with the Town Hall, and as previously noted to Members, any surplus is required to build up reserves until the fund can sustainably cover its costs. While the Town Hall now has tenants, this also generates additional cost to the fund, including extra staffing and maintenance. The estimated Usable Reserves as of 31 March 2026 are £270,492.

6 Quarter 1 2026/27 Monitoring Statement

6.1 A monitoring statement showing transactions to the end of May 2026 against budget and the estimated year end position is attached at **Appendix 2.**

6.2 Income

- Members are asked to note that carparking income is for April only.
- Rent comprises part payment for the Assessors' office.

6.3 Expenditure

- There was no expenditure recorded to the end of May.

7 Common Good Update

7.1 **Wick Town Hall**
The offices at Wick Town Hall have been successfully marketed on the Council's website and on commercial property website https://www.novaloca.com. Three offices are now occupied with fourth tenant currently in final discussions with the Estates Team.

7.2 **Bignold Park**
Meetings are ongoing with a range of stakeholders to consider options and exploring possible funding streams for improving the facilities at Bignold Park.

7.3 The Common Good Officer continues to work with a cross-service group to review and develop the Council's approach to the management and administration of Common Good Funds. This work is intended to support a consistent Highland-wide framework for the operation and management of Common Good assets and funds, including the management of income and expenditure and the application of charges where appropriate.

There has been work ongoing to develop a public facing map of Common Good assets to complement the existing published Asset Register lists.
The map is now live on the **Asset Registers** web pages on the new Highland Council website. As Common Good asset information continues to be reviewed and updated, further amendments and enhancements to the map will be made in due course.

Designation: Assistant Chief Executive - Place

Date: June 2026

Author: Cai MacIver Community Development Manager

Background Papers: None

Appendices: Appendix 1 - Quarter 4 2025/26 Monitoring Statement
Appendix 2 - Quarter 1 2026/27 Monitoring Statement

Appendix 1

Wick Common Good Quarter 4
Period to March 26

	Actual £	Budget £	Variance £
Income			
Rents	12,408	11,200	1,208
Lettings	-	700	(700)
Car Parking	8,570	8,500	70
Interest and investment income	5,815	1,200	4,615
Miscellaneous income	855	-	855
Contributions - Private Sector	158,811	-	158,811
Total Income	186,459	21,600	164,859
Expenditure			
Property costs	588	12,200	(11,612)
Staff Costs	1,425	2,500	(1,075)
Car parking costs	3,014	2,500	514
Miscellaneous Costs	-	4,400	(4,400)
Total Expenditure	5,027	21,600	(16,573)
Income less Expenditure Surplus (Deficit)	**181,433**	**-**	**181,433**

Revenue reserves 2024/25	89,059
Estimated outturn for 25/26	181,433
Estimated revenue reserves 2025/26	**270,492**

Appendix 2

Wick Common Good Quarter 1
Period to May 26

	Actual £	Budget £	Estimated Outturn £	Variance £
Income				
Rents	1,517	10,000	10,000	-
Lettings	-	700	700	-
Miscellaneous income and Car Parking	602	9,000	9,000	-
Interest and investment income	-	4,700	4,700	-
Contributions - Private Sector	-	-	-	-
Total Income	2,119	24,400	24,400	-
Expenditure				
Property costs	-	12,200	12,200	-
Staff Costs	-	2,900	2,900	-
Car parking costs	-	2,500	2,500	-
Miscellaneous Costs	-	6,800	6,800	-
Total Expenditure	-	24,400	24,400	-
Income less Expenditure Surplus (Deficit)	**2,119**	**-**	**-**	**-**

Estimated revenue reserves 2025/26	270,492
Estimated outturn for 26/27	0
Estimated revenue reserves 2026/27	**270,492**