

LORD PROVOST'S TRUST FUNDS.

By video conference, 4th June 2021

Present: Lord Provost Philip Braat; Bailie Glenn Elder; Martin Booth, Executive Director of Finance; and Elaine Galletly, Director of Legal and Administration.

Attending: D Brand (Clerk); M Burns and P Toner, Glasgow City Health and Social Care Partnership; S Daley and A Ross, Financial Services; S Gillespie (for the Head of Customer and Business Services); C Innes and L Lambert, Advisors to Lord Provost and J McMartin and W Shannon, Chief Executive's Department.

Minutes of previous meetings approved.

1 The minutes of 5th February 2021 were submitted and approved.

Financial Update noted – Budget allocation and contribution approved.

2 There was submitted a report by the Head of Corporate Finance providing a 2020/21 financial update and 2021/22 budget update for the Lord Provost's 3 Trust Funds,

- (1) advising of
 - (a) the summary expenditure position against the budget for the period from 1st April 2020 to 31st March 2021 for each of the 3 Trust Funds; and
 - (b) updated budget position for 2021/22 based on 2% of the capital value of the fund, which had been revised to reflect donations received and the underspend carried forward from 2020/21; and
- (2) detailing proposals
 - (a) to meet the operational support costs of the funds out with the 2% of capital value budget; and
 - (b) to limit awards in the maximum amounts of £250 for Older People and £430 for Vulnerable Citizens and Children's Fund for 2021/2022; and
 - (c) to retain a portion of the funds for the Lord Provost's Office use in respect of the Vulnerable Citizens and Children's Funds.

After consideration, the Trustees

- (a) noted the 2020/21 expenditure position in respect of the 3 Trust Funds; and
- (b) approved the 2021/22 budget allocations as detailed in the report.

Lord Provost Trust Funds payment issues during Covid 19 Lockdown and Introduction of online payment system – Proposals approved etc.

3 There was submitted a report by the Principle Officer and Assistant Chief Officer, Social Work Services, regarding the Lord Provost Trust Funds payment issues which had been identified during Covid-19 lockdown and proposals for the introduction of an online payment system, advising of

- (1) of how care managers from Social Work Services (SWS) had accessed the funds to support clients to obtain household goods, clothing and other essential items prior to the covid-19 pandemic;
- (2) of the challenges which had been encountered by the care managers during the lockdown period, which at times had delayed access to the goods required by the client;
- (3) that after consulting with several care managers, agreement had been reached that the option to continue to do a supervised spend was the favoured process, but on examination of the challenges caused by lockdown, gaps in the current process had been identified, and that there was a need to add clarity and consistency to the way in which funds could be accessed and utilised during periods of lockdown, which included the need to introduce an online purchase option; and
- (4) that following discussions with SWS Finance and Compliance/Procurement an online proposed purchase option had been developed should the care manager choose this route, as detailed in the report.

After discussion, the Trustees approved the proposed online process, which would allow for greater flexibility in future for the purchase of goods using the LPTF funds and also in the context of pandemic, provide a safer approach to the purchase and provision for goods for vulnerable adults, older people and families, within the context of lockdowns, thus enabling greater safety for SWS staff, clients and suppliers of goods.

Summary of applications by Social Work Services to Lord Provost's Vulnerable Citizens' Fund – Approved applications noted.

4 There was submitted and noted a summary of applications made to the Lord Provost's Vulnerable Citizens' Fund by Social Work Services, detailing the funding applications approved by the service to date under the agreed framework.

Summary of applications by Social Work Services and Glasgow Home Care to Lord Provost's Older People Fund – Approved applications noted etc.

5 There was submitted a summary of applications made to the Lord Provost's Older People's Fund by Social Work Services and Glasgow Home Care, detailing the funding applications approved by the service to date under the agreed framework.

Summary of applications for funeral payments to Lord Provost's Fund for Vulnerable Citizens – Approved applications noted etc.

6 There was submitted and noted a report by the Head of Revenues, Benefits and Customer Contact regarding applications made to the Lord Provost's Fund for Vulnerable Citizens in relation to funeral payments.

Winter Plan for Social Protection – Funding for Vulnerable Children and Young People.

7 There was submitted a report by the Assistant Chief Officer, Children's Services and North East Operations providing the Trustees with an update in relation to the proposed spend in Children's Services related to the Winter Plan Social Protection Fund which had been allocated from the Scottish Government, advising

- (1) that the allocation for Glasgow City was £4,220,106 and that this allocation was to be utilised in financial year 2020/21 although permission had been granted to carry forward just over £1m;
- (2) of the main objectives of the grant, as detailed in the report;
- (3) of the spend to date, and that money carried over was just over £800,000 and that utilisation of this with the maximum benefit to vulnerable children was under consideration.

After consideration, the Trustees requested that off-line discussions take place among all relevant parties in relation to how a more proactive approach could be taken to best utilise the underspend, and that an update be brought back to a future meeting of the Trustees.

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8 With reference to the minutes of 5th February 2021 when the Trustees, having agreed that officers commence the process of signing up to Virgin Money in respect of the Lord Provost's Trust Fund Fundraising page, acknowledged the identification checks that Virgin Money may carry out, Jen McMartin provided a verbal update advising that after encountering some issues regarding this process,

that the fundraising page was now on platform, although not live as yet, and that an update would be communicated to all trustees when the page was active.

Date of next meeting.

9 The Trustees noted that the next meeting would be held on Friday, 5th November at 10.00am, although it could not be confirmed at this time how this meeting would be held.