

## **LORD PROVOST'S TRUST FUNDS.**

Glasgow, 26th August 2022

Present: Lord Provost Jacqueline McLaren; Councillor Maureen Burke; Bailie Norman MacLeod, Martin Booth, Executive Director of Finance; and Elaine Galletly, Director of Legal and Administration.

Attending: D Brand (Clerk); G Bryan, M Burns and P Kelly, Glasgow City Health and Social Care Partnership; S Gillespie (for the Head of Customer and Business Services); L Goldie, Education Services; J McMartin and W Shannon, Chief Executive's Department; A Ross and A Stewart, Financial Services; and L Lambert, Advisor to Lord Provost.

### **Membership update and appointment of Chair agreed.**

1 There was heard a verbal update by the clerk advising that this Council had approved the appointment of the Lord Provost and Bailie MacLeod, and the reappointment of Councillor Burke as Trustees of the 3 Trust Funds at its meeting on 19th May 2022.

In terms of the Trust's Deeds, the Trustees appointed the Lord Provost as Chair.

### **Minutes of previous meeting approved.**

2 The minutes of 4th February 2022 were submitted and approved.

### **Matters arising.**

3 Jen McMartin, Legal Services advised that the Just Giving page had now been set up. Jen advised that in terms of marketing for the fund page, she would liaise with relevant officer to set up a separate meeting with the Trustees to discuss further and to appoint administrators for the fund page.

### **Variation in order of business.**

4 The Trustees agreed to vary the order of business as hereinafter minuted.

**Summary of applications by Glasgow City Health and Social Care Partnership to Lord Provost's Children's Fund – Approved applications noted etc – Request to Chief Officer, Glasgow City Health and Social Care Partnership.**

**5** There was submitted a summary of applications made to the Lord Provost's Children's Fund by Glasgow City Health and Social Care Partnership, detailing the funding applications approved by the partnership to date under the agreed framework.

After consideration, the Trustees

- (1) noted
  - (a) the report; and
  - (b) the well-established process for signing off approvals; and
- (2) requested that future reports include a column providing a running total of spend from the fund, and for the tenure column to be completed.

**Summary of applications by Education Services to Lord Provost's Children's Fund – Approved applications noted etc – Request to Executive Director of Education Services.**

**6** There was submitted a summary of applications made to the Lord Provost's Children's Fund by Education Services, detailing the funding applications approved by the service to date under the agreed framework.

After consideration, the Trustees

- (1) noted
  - (a) the report; and
  - (b) the well-established process for signing off approvals; and
- (2) requested that future reports include a column providing a running total of spend from the fund.

**Summary of applications by Social Work Services to Lord Provost's Vulnerable Citizens' Fund – Approved applications noted etc – Request to Chief Officer, Glasgow City Health and Social Care Partnership.**

**7** There was submitted a summary of applications made to the Lord Provost's Vulnerable Citizens' Fund by Social Work Services (SWS), detailing the funding applications approved by the service to date under the agreed framework.

After consideration, the Trustees

- (1) noted
  - (a) the report;

- (b) the well-established process for signing off approvals;
  - (c) the contribution of £15,000 received each year from Glasgow Housing Association (GHA); and
  - (d) the overall spend from the Vulnerable Citizens and Older People Funds in respect of GHA tenants for financial years 2020/21 and 2021/22; and
- (2) requested that
- (a) future reports include a column providing a running total of spend from the fund, as well as an area indication for the GHA approvals;
  - (b) a meeting be set up with the Lord Provost and the new Chief Executive of GHA in the next few weeks to discuss the possibility of an increase in their contribution to the fund; and
  - (c) a meeting be set up with relevant SWS officers and new Trustees in order to establish a better understanding of the work involved in the allocation of funds process.

**Summary of applications by Social Work Services and Glasgow Home Care to Lord Provost's Older People Fund – Approved applications noted etc – Request of Chief Officer, Glasgow City Health and Social Care Partnership.**

8 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.

After consideration, the Trustees

- (1) noted
  - (a) the report; and
  - (b) the well-established process for signing off approvals; and
- (2) requested that future reports include a column providing a running total of spend from the fund.

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

**9** There was submitted a report by the Head of Customer and Business Services regarding applications made to the Lord Provost's Fund for Vulnerable Citizens in relation to funeral payments.

After consideration, the Trustees noted that

- (1) monitoring would continue to take place during the forthcoming months to ensure the remaining budget would be able to facilitate applications to the fund until the end of the financial year;
- (2) citizens on low incomes and in receipt of certain benefits could apply for the Scottish Government's Funeral Expense Assistance Benefit, which was administered by Social Security Scotland, and that successful applicants could receive a contribution towards funeral costs in excess of £1,000; and
- (3) the report would continue to show the running total.

#### **Vacation of chair and assumption of chair.**

**10** The Lord Provost vacated the chair which was assumed by Bailie MacLeod.

#### **Financial Update noted – Budget allocation and contribution approved.**

**11** There was submitted a report by the Head of Corporate Finance providing a 2021/22 financial update and 2022/23 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 2021 to 31st March 2022 for each of the 3 Trust Funds; and
  - (b) an updated budget position for 2022/23 based on 2% of the capital value of the fund, which had been revised to reflect donations received and the underspend carried forward from 2021/22; and
- (2) detailing proposals
  - (a) to meet the operational support costs of the funds outwith 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 2022/23; 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

- (i) noted the 2021/22 expenditure position in respect of the 3 Trust Funds; and
- (ii) approved the 2022/23 grant allocations set out as follows:-
  - (A) £250.00 for Lord Provost's Fund for Older People;
  - (B) £430.00 for Lord Provost's Fund for Vulnerable Citizens; and
  - (C) £430.00 for Lord Provost's Children's Fund;
- (ii) agreed
  - (A) to review the structure and content of the report in advance of the grant allocations for 2023/24; and
  - (B) that any decisions would be made by a sub-committee of 2 Trustees comprising of the Lord Provost and Bailie MacLeod in relation to the grant awarded to the Lord Provost's Office.

**Date of next meeting.**

**11** The Trustees noted that the next meeting would be held on Friday, 4th November at 10.00am.