

LORD PROVOST'S TRUST FUNDS.

Glasgow, 4th November 2022

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

Apology: Martin Booth, Executive Director of Financial Services

Attending: D Brand (Clerk); G Bryan, P Kelly and J McCullough, 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; L Lambert, Advisor to Lord Provost; and J Alexander, Azets Audit Services.

Lord Provost's Trust Funds – Annual accounts approved etc.

1 There was submitted a report by the Executive Director of Finance summarising the findings of the audit for all 3 Lord Provost's Trust Funds (Older People, Vulnerable Citizens and Children's Fund) for 2021/22,

- (1) advising that the annual accounts for 2021/22 had been audited by Azets and had received an unqualified audit opinion; and
- (2) detailing in the appendices to the report, the individual audited accounts, Azets's report on each set of accounts and letters of representation which required to be signed by 1 Trustee.

After consideration, the Trustees

- (a) approved and signed the audited accounts for the 3 Lord Provost's Trust Funds (Older People, Vulnerable Citizens and Children's Fund) for 2021/22; and
- (b) noted Azets' auditor reports for each Fund.

Minutes of previous meeting approved.

2 There was submitted the minutes of the previous meeting of 26th August 2022.

After consideration, the Trustees approved the minutes after having noted,

- (1) that the meeting to be set up with the Lord Provost and the new Chief Executive of the Wheatley Group to discuss the possibility of an increase to their contribution to the fund had still to be organised;
- (2) that the meeting with relevant Social Work Services officers and new Trustees in order to establish a better understanding of the work involved in the allocation of the funds process had still to be organised;
- (3) an amendment to the previous minutes that should have included discussions that had taken place at the meeting with Martin Booth in relation to agreed budget allocations; and
- (4) in relation the financial update, the Trustees agreed the budgets as requested.

Variation in order of business.

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

Online fundraising page - Proposals agreed.

- 4 With reference to the minutes of 26th August 2022 when the Trustees agreed for a separate meeting to be set up to discuss the marketing of the fund page, there was submitted a report by Legal Services regarding the outcomes of said meeting and the proposed options for a soft launch of the webpage.

After consideration, the Trustees agreed to the following options;-

- (1) a link be attached to the Justgiving webpage on any appropriate Council events e.g. Lord Provost's fundraising firewalk;
- (2) new charity donation boxes be placed in the reception area of the City Chambers and near the Banqueting Hall with the link to the webpage on the box, indicating that both cash donations and contactless payments would be accepted; and
- (3) update the Trust page on the Council website to expand upon the background to the Trust, the work it supports, the criteria and process for applications and include a link to the webpage.

Lord Provost's Trust Funds – 2022/23 financial update noted.

- 5 There was submitted a report by the Head of Corporate Finance regarding the budget for the Lord Provost's 3 Trust Funds, detailing the expenditure position against the budget for the period from 1st April 2022 to 21st October 2022 (Period 8).

After consideration, the Trustees noted the 2022/23 expenditure position of the funds.

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.

6 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 the report; and
- (2) requested if the tenure column could be updated in future reports.

Summary of applications by Education Services to Lord Provost's Children's Fund – Approved applications noted.

7 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 noted the report.

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.

8 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 the report; and
- (2) discussed how the service tracked any funds that were returned and the reasons for the return, and asked what audit trail was in place to monitor returned monies. It was explained that "returned monies" refers to grants that have been awarded but were not subsequently drawn down for a variety of reasons.

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.

9 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 noted the report.

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

10 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

- (1) the report; and
- (2) that 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.

2023 Meeting dates provisionally approved.

11 There was submitted a report by the Clerk regarding meeting dates for 2023.

After consideration, the Trustees provisionally approved the following dates:-

Friday 3rd February 2023 at 10.00am;
Friday 2nd June 2023 at 10.00am; and
Friday 3rd November 2023 at 10.00am.