

LORD PROVOST'S TRUST FUNDS.

Glasgow, 1st November 2019

Present: Bailie Glenn Elder; and Martin Booth, Executive Director of Finance.

Apologies: Councillor Maureen Burke; C Forrest, Director of Governance and Solicitor to the Council; Mike Burns, Glasgow City Health and Social Care Partnership; and Wendy Shannon, Chief Executive's Department.

Attending: D Brand (Clerk); N Burns (for the Head of Customer and Business Services); J Donaldson, L Gunn, S Orr and P Toner, Glasgow City Health and Social Care Partnership; D McClelland, Education Services; C McGuire and K Wilson, Financial Services; and J McMartin, Chief Executive's Department.

Appointment of Chair.

1 The trustees agreed to appoint Martin Booth to chair the meeting.

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

2 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 2018/19,

- (1) advising that the annual accounts for 2018/19 had been audited by Scott-Moncrieff and had received an unqualified audit opinion; and
- (2) detailing in the appendices to the report, the individual audited accounts, Scott Moncrieff'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 2018/19; and
- (b) noted Scott-Moncrieff's auditor reports for each Fund.

Minutes of previous meetings approved.

3 The minutes of 9th August 2019 were submitted and approved.

Matters arising.

4 With reference to the minutes of 9th August 2019 when it was agreed that Colin McGuire, Financial Services arrange a meeting with Strathclyde Pension Fund (SPF) to discuss its investment policy and then arrange a meeting with the Trustees of this fund to consider an investment policy for the Trust Fund, Colin advised that after contacting SPF regarding its approach, he had subsequently contacted Ruffer to explore the different options which could be considered by the Trustees which could include a workshop to develop a framework for an investment policy.

After consideration, the Trustees agreed that progressing with these options should wait until the next meeting of the Trustees in February 2020.

Lord Provost's Trust Funds – 2019/20 financial update noted.

5 There was submitted and noted 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 to 25th October 2019 (Period 8).

Summary of applications by Glasgow City Health and Social Care Partnership to Lord Provost's Children's Fund – Approved applications noted.

6 There was submitted and noted 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.

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

7 There was submitted and noted 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.

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

8 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.

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.

With reference to the minutes of 9th August 2019 agreeing that Pauline Toner would look at what third sector organisations could assist with identifying individuals who could benefit from financial assistance from the Lord Provost's Fund for Older People and to report back, Pauline advised that

- (1) further promotion of the fund had been cascaded to all Social Work Older People's teams; and
- (2) consideration had been given to the involvement of third sector organisations, however this would necessitate a change in process and referral, as currently all requests are routed via Care Management, Social Work Services, and service users are supported to purchase items.

After consideration, the Trustees agreed to maintain the current approach with an aim to maximise uptake was the best option, and that further promotion of the fund to Carer Team and Community Support Project could be undertaken.

Christmas sundries day and residential care – Recommendations approved.

10 There was submitted a report by Social Work Services setting out options for donations to Day Care and Residential Homes at Christmas.

After consideration, the Trustees approved the allocation of

- (1) £200 to each of the 5 care homes; and
- (2) £150 to each of the 11 day care services.

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

11 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.

Amendment to schedule of Trust Meetings – Proposals approved.

12 There was submitted a report by the Head of Legal and Administration proposing that with effect from 2020 Trust meetings reduce from 4 to 3 per calendar year by removing the summer meeting in August and retaining the other scheduled meetings in February, May and November.

After consideration, the Trustees

- (1) noted that the amended scheduling of meetings would continue to ensure compliance with the Trustees' charitable duties in terms of the Trust Deeds, whilst also allowing officers to regularly present applications for approval, report on financial year end positions together with investment information in order to set budgets, and that the Annual General Meeting would continue to take place in November each year; and
- (2) approved the proposed reduction in Trust meetings from 4 to 3 with effect from 2020.

2020 Meeting dates provisionally approved.

13 There was submitted a report by the Clerk regarding meeting dates for 2020.

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

Friday 7th February 2020 at 10.00am;
Friday 29^h May 2019 at 10.00am; and
Friday 6th November at 10.00am.