

Committee Finance Grants Oversight and Performance Sub-Committee	Dated: 21/01/2020
Subject Central Grants Programme (CGP) and Central Grants Unit (CGU) – Update and Next Steps	Public
Report of: Chief Grants Officer (CGO) and Director of City Bridge Trust	For Decision
Report author: Jack Joslin, Head of Central Grants Programme, Central Grants Unit (CGU)	

Summary

This report provides an update on the CGP and the CGU.

Recommendations:

- a) To note the CGP and CGU progress update report.
- b) To consider and recommend to the Finance Committee the proposed changes to the Sub-Committee's Terms of Reference.

Main Report

Background

1. The CGU has been established since October 2016 to manage the effectiveness of the CGP based on recommendations of the Effectiveness of Grants Service Based Review (SBR).
2. The CGU is co-located with the City Bridge Trust (CBT) team in order to facilitate consistency of approach and harmonise service standards across grant-making activities by the City Corporation (in its various capacities, including as trustee of a number of charities which form part of the CGP). The Chief Grants Officer, responsible for the grant-making activities of CBT is also responsible for maintaining an overview of the CGU (and broader charity matters), with relevant input from the Charities Finance Team (Chamberlain's Department), with the work being delivered by the Head of Central Grants Programme (HCGP).
3. In March 2018 the Resource Allocation Sub-Committee and Policy and Resources Committee met and both agreed to support the implementation of the CGP on a permanent basis from the 1st April 2018. Members agreed an uplift to the City's Cash Grants element of the CGP Budget to enable this to

equal £250,000 annually, being approximately 20% of the City's Cash grants budget, an uplift of £91,000 for 2018/19. Members also noted the uplift of £10,000 applied to the operating costs of the CGU, included within the approved CBT budget for 2018/19.

4. This amount is supplemented by the management fee paid to the CGU by a number of small charities in respect of which the City Corporation is trustee and which are administered through the CGP in a manner consistent with their charitable objects and governing documents, it being considered in each case to be in the charity's best interests for their most efficient administration and effective application of funds to do so, these matters being kept under review in the normal way.

Overview of the work of the CGU

5. As noted above, the CGU was originally set up to manage the effectiveness of the CGP. Due to its success, in May 2019 the Policy and Resources Committee agreed that the City Community Infrastructure Levy (CIL) Neighbourhood Fund be managed by the City CGU. It was agreed that a post be created to manage the programme under the oversight of the HCGP. The HCGP is developing this programme and further information on the proposal will be announced once the part-time (0.6FTE) position of CIL Neighbourhood Programme Manager has been recruited. Interviews are due to take place this month. Any resources spent on the CIL Neighbourhood Fund by the CGU are met from the 5% administration fee charged to the total CIL. The CIL Neighbourhood Fund currently has just over £5.5 Million available for distribution.
6. The management of the CIL Neighbourhood Fund by the CGU will widen the scope of activities overseen by this Sub-Committee. Therefore, as agreed at your last meeting, amended Terms of Reference for the Sub-Committee have been prepared to include reference to the scrutiny of the administration of the CIL Neighbourhood Fund by the CGU, and also to more clearly reflect other oversight activities of the Sub-Committee such as the scrutiny of Benefits in Kind offered across the City Corporation. The current Terms of Reference and the proposed amendments can be found at **Appendix 1** for Members to consider for recommendation to the Finance Committee. (The Resource Allocation Sub-Committee remains responsible for the administration of CIL and associated responsibilities.)

Overview of the CGP

Education and Employment

7. At the Education Charity (Education Board) Sub-Committee in July 2019 Members once again recommended revised wording to widen the policy setting out the eligibility criteria they wished to adopt for the grant-making activities for both charities¹ within that Sub-Committee's responsibility to

¹ City Educational Trust Fund (290840) and the City of London Corporation Combined Education Charity (312836)

facilitate improved distribution of funds in accordance with the City Corporation's obligations as Trustee of the two relevant charities to actively apply the charities' funds for the charities' respective objects, rather than those funds accumulating. The amended policy criteria have now been considered by Community and Children's Services Committee (CCS Committee) in December 2019 and will be recommended to the Education Board for approval in January 2020. It is proposed that there be a new grant round commencing in, April 2020 subject to approval of the amended policy eligibility criteria.

Inspiring London through Culture

8. This continues to be a very popular programme and is solely funded from City's Cash. The final round of the year had a deadline of 3 January 2020, with decisions to be made in March 2020.

Stronger Communities

9. The Stronger Communities Programme is funded from City's Cash and charitable funding and has run one grant round so far with another still under assessment. The HCGP worked with officers to ensure that the November round was well advertised. The CGU is currently assessing 35 applications for funding from City's Cash, which is three times more than have been received in recent grant rounds.
10. At the September 2019 CCS Committee meeting, it was requested that the CGU look at options to administer the City's Cash Small Grants (up to £3,000) element of the Stronger Communities Programme on a rolling basis. At the November 2019 meeting of the CCS Committee Members approved initial proposals for a rolling Small Grants sub-programme. A further paper will be presented to the February 2020 CCS Committee to outline how the programme will work, with an expected launch date of the 1 April 2020.
11. Work continues to develop a new and effective grant programme to support the distribution of charitable funds within the Stronger Community Programme.

Enjoying Green Spaces and the Natural Environment

12. This programme is funded solely from City's Cash. Enjoying Green Spaces and the Natural Environment has just undergone a funding round with decisions on grants expected in early January 2020, a further update will be provided at the meeting. The latest round was by far the most popular in terms of good quality applications received covering the majority of the City of open spaces owned and managed by the City Corporation, including as trustee of the relevant charities.
13. The HCGP has worked with officers in the Open Spaces Department to develop a marketing strategy for the October 2019 grant round based on the success of the last year. The HCGP has carried out funding presentations at

Epping Forest, Parliament Hill on Hampstead Heath and Ashted Common and provided one-to-one support on applications received from Burnham Beaches and City Commons. (These open spaces are the property of other charities in respect of which the City Corporation is trustee.)

General

14. Due to the success of the CGU referred to in the preceding paragraph, the CGU is now also being approached to administer other grants (including charitable grants) which are the responsibility of the City Corporation in its various capacities, and also to provide grant-making support in respect of grants that do not form part of the CGP. These additional matters and activities will be reported to this Sub-Committee to the extent that they fall within its remit and will be relevant to the setting of your Sub-Committee's Terms of Reference.
15. In accordance with the recommendations arising from the Grants SBR which led to the development of the CGP, the CGU still monitors organisations that may be perceived to have fallen through the cracks where they may have previously benefited from funding from the City Corporation under previous arrangements but are now ineligible for funding under the current CGP funding criteria. Further information can be provided at Members' request or verbally at the meeting.
16. The HCGP delivers programme-specific workshops and there was a presentation in November 2019 to City-based voluntary sector organisations about the Stronger Communities Programme. The CGU are always on hand to discuss applications and work with officers in other Departments to provide support, where required.
17. The City Corporation holds a contingency fund of £100,000 in its City's Cash budget allocated to the International Disasters Fund (IDF) administered by the Finance Committee. The CGU provide advice and make recommendations to the Finance Committee about where to distribute IDF in response to International Appeals. This year to date a donation has been made to Team Rubicon UK in their response to the Hurricane Dorian Appeal in the Bahamas in September 2019 and a donation has been made over the Christmas period to support the British Red Cross's Myanmar Appeal.
18. The HCGP continues to be the allocated London local authority Grants Officer to attend the London Borough Grants Officer Forum, hosted by London Councils. This is a useful forum to discuss grants funding related issues across London and to get updates from London Funders and London Councils. This has been especially useful for sharing experiences of implementing CIL Neighborhood Funds across London local authorities.

Monitoring

19. The CGU is working with the new Head of Learning and Impact from the CBT Team to improve and develop the CBT Team's monitoring system with a view to finding better ways of learning from the varied CBT grants portfolio. A full

report on this work will be brought to your April 2020 Sub-Committee meeting once we have a full financial year of CGP grants data.

Next steps 2019/20

20. The CGU will continue to work with the CGO, the Comptroller and City Solicitor's Department and the Chamberlain's Department to explore the consolidation and rationalisation of charities associated with the City Corporation, in particular those whose activities involve grant-making. This work is taking place through the Corporation-wide Charities Review. A presentation will be made about this work at your meeting. The revised Terms of reference of your Sub-Committee are also intended to better reflect this reporting.

21. The HCGP will work with the Philanthropy Director, who is also co-located within the CBT Team, to support implementation and delivery of the City Corporation's joint Philanthropy Strategy with Bridge House Estates (1035628), from which the activities of CBT are funded, and in respect of which the City Corporation is the charity Trustee.

Appendix 1 - Proposed Amendments to the Terms of Reference

Background Papers:

- Policy and Resources Committee, January 2017, 'Review and Reclassification of Former Finance Grants Sub-Committee Grants'.
- Policy and Resources Committee, March 2018, 'Central Grants Programme Review'

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