

<b>Committee</b> Finance Grants Oversight and Performance Sub-Committee	<b>Dated:</b> 10/04/2018
<b>Subject</b> Central Grants Programme (CGP) – Update and Next Steps	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For information</b>
<b>Report author:</b> Jack Joslin, Senior Grants Officer (SGO), Central Grants Unit (CGU)	

## Summary

This report provides an update on the Central Grants Programme (CGP). The report includes the outcomes of the four CGP grant rounds delivered in 2017/2018; an update on the monitoring and evaluation of the CGP and an outline of the next steps for 2018/19.

## Recommendations:

- a) To note the Central Grants Programme (CGP) progress update and next steps; and
- b) To note it has been agreed by the Policy and Resources Committee that the CGP and CGU are implemented on a permanent basis from 1 April 2018.

## Main Report

### Background

1. In March 2016, the Resource Allocation Sub-Committee and the Policy and Resources Committee received a report outlining the work that had been undertaken to date to implement the recommendations of the Effectiveness of Grants Service Based Review (SBR). The aim of the review was to increase the strategic impact of grant-making, ensure that the grants are managed more efficiently and effectively, improve the consistency and quality of the customer experience and so bring consequential reputational benefits. The report recommended a consolidated CGP be implemented.
2. In order to manage the CGP effectively a new Central Grants Unit (CGU) was proposed to administer the programme. The CGU would be responsible for the management of all grant applications, monitoring and evaluation processes and committee reporting procedures.
3. It was agreed that the CGU would be co-located with the City Bridge Trust team (CBT) in order to facilitate consistency of approach and harmonise service standards. The Chief Grants Officer, responsible for the grant-making activities of CBT would maintain an overview of the CGU, with relevant input

from the Head of Charity and Social Investment Finance (Chamberlain's Department), with the work being delivered by a Senior Grants Officer (SGO).

4. 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 1<sup>st</sup> 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 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. This amount is supplemented by contributions from City of London (COL) Charities that the CGU supports.
5. The four CGP funding themes were agreed in March 2016 by the Policy and Resources Committee, and the eligibility criteria subsequently agreed by each respective grant-giving committee.

### CGP Update

6. A Breakdown outlining the number of successful applications and amounts awarded for each programme across the two years of the pilot are in the table below:

Grant Period October 2016 - March 2017		
CoL Programme	Number of Grants	Amount Awarded
Education & Employment	10	37,500
Inspiring London through Culture	9	54,832
Enjoying Green Spaces and the Natural Environment	6	74,020
Stronger Communities	4	38,670
<b>Total</b>	<b>29</b>	<b>205,022</b>

Grant Period April 2017 - March 2018		
CoL Programme	Number of Grants	Amount Awarded
Education & Employment	4	63,725
Inspiring London through Culture	13	77,725
Enjoying Green Spaces and the Natural Environment	2	21,030
Stronger Communities	7	56,999
<b>Total</b>	<b>26</b>	<b>219,479</b>

<b>Total Overall</b>	<b>55</b>	<b>424,501</b>
----------------------	-----------	----------------

7. An update in more detail on the progress of the four CGP grant rounds for 2017/18 is provided in Appendix 1.
8. Detail of all applications approved under the CGP in 2017/18 is shown at Appendix 2.

9. A breakdown of the Management costs for the CGU in 2017/18 is shown at Appendix 3.

## **Overview of CGP funding programmes**

### Education and Employment

10. The principal challenges of this theme relate to it being funded from two registered charities and therefore the need to comply with the governing documents for each charity in setting grants criteria and in otherwise administering the funds. The eligibility criteria for the Education and Employment theme of the CGU were revised and approved by the Education Board which has delegated authority for the City Corporation as Trustee to administer these charities. Elected members retain responsibility for taking grants decisions through a dedicated sub-committee of the Education Board.
11. A revised deadline for applications was set for September 2017. The new criteria allowed for a better calibre of application to be received to the City Educational Trust Fund. However, the criteria set for the City of London Corporation Combined Education Charity (Charity No: 312836) which, whilst intending to better target the available funding, had the unintended result of being too restrictive in respect of individual applications. This led to a reduction in eligible applications. Further work has been done since in conjunction with officers to improve and enhance the criteria for both charities to attract good applications and further to ensure that the criteria are not overly restrictive going forward. The revised criteria were approved by the Education Board on 8 March 2018 and two grant rounds are now planned to take place in 2018/19 with deadlines in June and November.

### Inspiring London through Culture

12. This theme received the highest number of applications. The SGO worked closely with officers to ensure that the rounds were well advertised. Having two funding rounds a year was beneficial to ensuring that applicants had more opportunities to apply. Grants decisions are taken by the Culture Heritage and Libraries Committee on the advice of officers.

### Stronger Communities

13. The SGO worked closely with officers to ensure that the grant round was well advertised. As a result of this, the Stronger Communities strand had a well subscribed funding round. Grants decisions are taken by officers and reported to the Community and Children's Services Committee (CCS Committee) which retains oversight of the programme.
14. The Department of Children and Community Services (DCCS) has, up until now, run a small grant programme from City Fund in the exercise of the City Corporation's local authority functions alongside the Stronger Communities programme funded from both City's Cash and the City of London Combined Relief of Poverty Charity (Charity No: 1073660). This approach generated more applications to both programmes. In line with the outcomes of the Grants SBR where it was agreed to streamline the administration of the City Corporation's various grants programmes, CCS Committee agreed in February 2018 that the activities of the small grants programme would be

combined with those of the Stronger Communities programme in 2018/19 to provide opportunities for both smaller and larger projects. However, no City Fund funding has been allocated to the CGP theme and the additional activities will need to be met from the existing budgets.

15. At the February 2018 CCS Committee, Members resolved that £30,000 of the Stronger Communities budget (City's Cash) under the CGP could be committed to support grants to organisations applying through a new 'crowd funding' platform run by Spacehive. The SGO has been working with officers in DCCS and Spacehive to ensure that any funding follows the agreed process of the CGP and fits with the eligibility criteria of the Stronger Communities programmes. The CGU will manage all assessments, grant management and payments to successful projects
16. The City of London Corporation Combined Relief of Poverty Charity did not dispense any funds in the year 2017/2018. Three applications were received; however, these applications were not eligible under the current policy. The SGO is working with the Comptroller & City Solicitor's Department and DCCS officers to develop a suitable policy to ensure that the charity's funds can be properly applied in 2018/19 consistent with the City of London Corporation's duties as trustee (which have been delegated to the CCS Committee).

#### Enjoying Green Spaces and the Natural Environment

17. Enjoying Green Spaces and the Natural Environment held one round and received only two applications in 2017/18. The CGU is working with officers in the Open Spaces Department to ensure that the grants criteria are not too restrictive and to develop a marketing strategy for grant rounds in the future. Funding under this theme is agreed under the delegated authority of the Director of Open Spaces, with decisions being reported to the Open Spaces Committee (and the other relevant open spaces Committees as relevant.)

#### General

18. Members should note that one organisation was successful in receiving funding under two programmes. As there is no overarching policy for the CGP that prohibits this, both projects were deemed eligible, each under the relevant theme, and funding was awarded. The CGU is exploring whether some overarching policies for the CGP are required to address this possibility in the future.
19. The CGU still monitors organisations that are perceived to have fallen through the cracks as they may have previously benefited from funding from the City Corporations previous arrangements for grant-making but are ineligible under the current CGP criteria. Further information on these grants can be provided at Members request or verbally at the meeting.
20. The SGO set up and delivered three workshops for prospective grantees in 2017/18 as well as delivering a funding presentation to the City Voluntary Sector network and providing one-to-one advice to grantees. Further workshops are planned for 2018/19 and will be scheduled close to application deadlines.

## Monitoring

21. The SGO has set up and implemented the online monitoring and evaluation system in line with best practice from the CBT. The CGP has to date received eight monitoring reports from projects awarded in 2016/17. Monitoring is generally of a good standard with grantees reporting on the success and impact of their funded schemes, the enhanced reach of the funding provided and how the funding has helped to leverage additional or match-funding for projects.
22. The CGU currently oversees and manages 47 active grants. When more monitoring information is received from projects a more in-depth analysis will be provided to the Sub-Committee of the success and impact of each programme.

## Next steps 2018/19

23. The Resource Allocation Sub-Committee and Policy and Resources Committee received a report on the future of the CGP on 15 March 2018 and resolved:
  - a) That the CGP shall be implemented on a permanent basis with effect from 1 April 2018.
  - b) That the City's Cash contribution available to the CGU for distribution in grants should be uplifted to £250,000 on an ongoing basis, being an uplift of £91,000 for 2018/19.
  - c) To note the uplift of £10,000 (from City's Cash) applied to operating costs of the CGU for 2018/19 and agree that the CGU continue to charge a proportionate management fee to charities that are administered under the CGP.
  - d) Authority be delegated to the Town Clerk, in consultation with the Chairman and Deputy Chairman of the Finance Committee, to approve that any underspends on other grant budgets held within City's Cash be considered for transfer to the CGU for equal allocation to the three City's Cash funding themes or to be allocated for specific charitable purposes elsewhere.
24. Appendix 4 outlines the sums available for distribution for the CGP in 2018/19 with the agreed uplift to the budget for the three City's Cash funded programmes.
25. The increase in operating costs for the CGU will allow for CBT to continue to provide support and expand the CGU. A verbal update on the staffing of the CGU will be provided at the meeting by the CGO.
26. The table below outlines the proposed application deadlines for the CGP in 2018/19.

<b>Funding Theme</b>	<b>Application Deadlines</b>
Education and Employment	June 2018 October 2018
Inspiring London through Culture	July 2018 December 2018
Stronger Communities	October 2018
Enjoying Green Spaces and the Natural Environment	October 2018

27. The SGO will work with departments to establish grant-making good practice across the City Corporation and to provide advice and assistance to implement best practice in the delivery of other City Corporation funding programmes which are not part of the CGP. Examples of this the assessments of City's Cash grants to the City Academies from the Education Board's budget and administered by Education Team in DCCS. There will also be ongoing work with CCS on the rolling out of the Spacehive crowdfunding pilot with the SGO providing other support around grant making to the department.

28. The Comptroller and City Solicitor's Department and the CGU will continue to explore the consolidation and rationalisation of charities associated with the City Corporation. A verbal update on this will be provided at the meeting. This work is progressing but is on-going.

#### **Appendix 1 – CGP Grants Overview 2017/18**

#### **Appendix 2 – Overview of Approved Grants 2017/18**

#### **Appendix 3 – Breakdown of CGU Management Costs**

#### **Appendix 4 – Sums available for distribution 2018/19**

#### **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'

Jack Joslin  
Senior Grants Officer  
E: [Jack.Joslin@cityoflondon.gov.uk](mailto:Jack.Joslin@cityoflondon.gov.uk)  
Ph : 020 7332 3712