

Committee(s): Finance Grants Oversight and Performance Sub-Committee	Dated: 21/09/2021
Subject: Central Grants Unit – Update Report	Public
Which outcomes in the City Corporation’s Corporate Plan does this proposal aim to impact directly?	2,3,4,9, 10, 11, 12
Does this proposal require extra revenue and/or capital spending?	N
If so, how much?	£0
What is the source of Funding?	N/A
Has this Funding Source been agreed with the Chamberlain’s Department?	N/A
Report of: Managing Director of Bridge House Estate and Chief Charities Officer	For Information
Report author: Jack Joslin, Head of the Central Grants Unit	

Summary

This report provides an update on the work of the Central Grants Unit (CGU) established in late 2016. The CGU administers the City Corporation’s Central Grants Programme (CGP) as well as providing a centre of excellence in charity and grants administration and management with a view to establishing consistency of approach within the City Corporation and to role model best practice in the field of Grant Making. The success of the CGU has led to it taking on the administration of other funding and grants programmes for the City Corporation as charity trustee (Emanuel Hospital) and as local authority (Community Infrastructure Levy Fund).

Recommendations:

- a) To note the CGU progress update report

Main Report

Background

1. The CGU was established in October 2016 to manage the effectiveness of the CGP based on recommendations of the Effectiveness of Grants Service Based Review (SBR) 2014/15.
2. The CGU is co-located with the City Bridge Trust (CBT) team in the Town Clerk’s Department 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). A full report on the activities of the CGP over the last year is part of this Agenda.

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.
4. The CGU supports the ambitions of the 'role-modelling' pillar of the Joint Philanthropy Strategy, approved in May 2018, by enabling a more joined up, consistent and ultimately impactful approach to all grant-making taking place across the City of London Corporation.
5. A number of small charities in respect of which the City Corporation is trustee 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. Consistent with the powers of a charity trustee to recover the reasonable costs and expenses of administering their charity, in each case these costs are recovered from each of the charities operating as part of the CGP.
6. 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 Head of the Central Grants Unit (HCGU). Any resources spent on the CIL Neighbourhood Fund by the CGU are met from the 5% administration fee charged to the total CIL.
7. The CGU is co-located within City Bridge Trust (CBT) in order to facilitate consistency of approach and harmonise service standards across all City Corporation Philanthropy, consistent with the 2018 – 2023 Joint Philanthropy Strategy agreed for the City Corporation in its own right and as Trustee of BHE.

Overview of the work of the CGU

8. The CGU Team has had to continue to respond to the changing landscape and has maintained good relationships with grantees, providing flexibility on projects and giving advice where required.
9. The CGP has maintained its existing deadlines to ensure that organisations still have access to support and could still plan projects for the future. Since Members met in June, the CGU has worked with departments to plan grant rounds for this year. The following deadlines for the CGP are as follows:
 - **Enjoying Green Spaces and the Natural Environment** – 11 October 2021

- **Inspiring London Through Culture** – 5 November 2021
- **Stronger Communities** – Applications received year round

10. The CGP website has been updated to create a more accessible environment for applicants and improve the user experience.
11. The amount of grant oversight by the CGU has increased. This is due to the successful imbedding of the CIL Neighbourhood Fund and from the implementation of outcomes of the CC Review. The CGU Team with the addition of the Corporate Charity Review Project Officer remains the same. The expansion of the Neighbourhood Fund and oversight of the CC Review has created significant additional workload for the Team to manage.

Community Infrastructure Levy Neighbourhood Fund (CILNF)

12. The CILNF Launched on 1st September 2020. Since opening it has attracted a lot of interest and the CGU deals regularly with enquiries about the fund and what it can support. In August 2021, the neighbourhood portion of the City CIL stood at £5.4 million in available funds.
13. Since the launch of the City CILNF, Members and Officers have worked together to provide £1,743,832 in funding to City communities.
14. The City CILNF is currently processing an application pipeline of £3,240,234 and estimates there could be an additional £500,000 - £1m in potential applications due to be submitted. The CGU is working with CBT colleagues to support in the assessment of grants due to the popularity of the grant programme.
15. Statutory annual reporting for the CILNF is due to be published by December 2021 and a public consultation on the first 18 months of the CIL is due by March 2022.
16. A paper outlining the proposal for the public consultation is going to the Resource Allocation Sub-Committee for decision on 17th September 2021. A verbal update on the outcome of this will be provided at the meeting.

The Corporate Charity Review

17. In 2020 the CGU became directly involved in the CC Review and in implementing outcomes has taken on the grant making and management of the Emanuel Hospital (EH) (206952). The CGU has supported EH to implement new strategic policies and refreshed administration arrangements to support the charity achieving maximum impact from its funds.
18. CC Review proposals for the two education charities¹ that the CGU administers as part of the CGP were submitted to the Community and Children's Services

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

Committee on 11 June 2021 and the Education Board on 1 July 2021 and were approved.

19. The CGU will play a pivotal role in developing policy for and administering the proposed grant programmes with support from the CC Working Group. The proposal will release £4.4M in funding over the next 4 years. The CGU is working with the City of London Education Strategy Team to formulate proposals to be taken to the Education Board for consideration in November 2021.
20. The Corporate Charities Project Officer has joined the CGU team to support with the development of a 'Centre of Excellence' in grant making, charity management and administration. Further information on this ongoing work is provided later in the agenda.

International Disaster Fund

21. The City Corporation holds a contingency fund of £125,000 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. The HCGU has refined the policy for the IDF which was approved at the January meeting of the Finance Committee.
22. Two Donations of £25,000 have been awarded this Financial Year. The first Donation was made to the DEC India Coronavirus Appeal and the second to the British Red Cross to support the Haiti Earthquake Appeal.

General

23. The CGU and the HCGU are now directly responsible to the Philanthropy Director to ensure that the CGU is reflecting the aspirations of the City Corporation's Joint Philanthropy Strategy and role-modelling best practice in grant making across its programmes, advice and support. Ongoing work is planned on how to work collaboratively and in support of other departments to role model best practice.
24. The CGU has been approached to administer other grants (including charitable grants) which are the responsibility of the City Corporation in its various legal capacities, and also to provide grant-making support in respect of grants that do not form part of the CGP. The CGU is seen as a trusted and collaborative team across CoLC.
25. The HCGU continues to be the City Corporation nominated 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.

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'
- Policy and Resources Committee, April 2021, Philanthropy Strategy Implementation and Plan

Jack Joslin

Head of Central Grants Unit

E: Jack.Joslin@cityoflondon.gov.uk

Ph : 020 7332 3712