

# THE CITY BRIDGE TRUST COMMITTEE

Wednesday, 13 May 2015

Minutes of the meeting of The City Bridge Trust Committee held at Guildhall, EC2 on Wednesday, 13 May 2015 at 1.45 pm

## Present

### Members:

Deputy Billy Dove	Alderman Vincent Keaveny
Karina Dostalova	Vivienne Littlechild
Simon Duckworth	Edward Lord
Stuart Fraser	Jeremy Mayhew
Marianne Fredericks	Wendy Mead
Alderman Alison Gowman	Ian Seaton
Deputy the Revd Stephen Haines	

### Officers:

Simon Latham	Town Clerk's Department
Philippa Sewell	Town Clerk's Department
Steven Reynolds	Chamberlain's Department
Anne Pietsch	Comptroller and City Solicitor's Department
David Farnsworth	Chief Grants Officer
Jenny Field	The City Bridge Trust
Joy Beishon	The City Bridge Trust
Sandra Davidson	The City Bridge Trust
Martin Hall	The City Bridge Trust
Sandra Jones	The City Bridge Trust
Julia Mirkin	The City Bridge Trust
Ciaran Rafferty	The City Bridge Trust
Tim Wilson	The City Bridge Trust
Rachel Tooze	Public Relations Office
Eva Varga	Independent Social Investment Consultant

### In Attendance:

- Alex Hendra, Business Manager at Inclusion London
- James Lee, Trailblazers Campaigns Officer at Muscular Dystrophy UK
- Chiswick House & Gardens Trust
- MyBnk

### 1. APOLOGIES

Apologies were received from the Right Hon. the Lord Mayor Alderman Alan Yarrow and Deputy Stanley Ginsburg.

### 2. MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA

Ian Seaton declared a non-pecuniary interest in respect of London Youth, by virtue of his Livery Company supporting the organisation. Jeremy Mayhew

declared a non-pecuniary interest in respect of London Youth, by virtue of receiving hospitality from the organisation.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

The Committee received an Order of the Court of Common Council of 23 April 2015 appointing the Committee and approving its Terms of Reference.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No.29. The Town Clerk read a list of Members eligible to stand and Jeremy Mayhew, being the only Member who expressed his willingness to serve, was duly elected as Chairman of the Committee for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No.30. The Town Clerk read a list of Members eligible to stand and Alderman Alison Gowman, being the only Member who expressed her willingness to serve, was duly elected as Deputy Chairman of the Committee for the ensuing year.

The Chairman welcomed Alderman Vincent Keaveny and Karina Dostalova as new Members of the Committee, and advised that he would write to outgoing Members, Ken Ayers and Alderman Matthew Richardson, to thank them for their service on the Committee. The Chairman also welcomed Alex Hendra, Business Manager at Inclusion London, and James Lee, Trailblazers Campaigns Officer at Muscular Dystrophy UK, to the meeting.

6. **MAKING LONDON MORE INCLUSIVE**

The Board received presentations from Alex Hendra, Business Manager at Inclusion London, and James Lee, Trailblazers Campaigns Officer at the Muscular Dystrophy Campaign, after which Members of the Committee had the opportunity to ask questions.

Ms Hendra advised the Committee that Inclusion London worked to support Deaf and Disabled People's organisations (DDPOs) in London and improve their business skills through coaching, support and training. They also brought organisations together into consortia in order to improve their joint offer to attract funding. Ms Hendra advised that national programmes had a low percentage rate of successfully getting people into employment and, although there was a push to change the format of these programmes, they continued to be funded by results and consequently had little incentive to target those furthest away from being workplace-ready, and therefore those most in need of support. There were numerous barriers preventing Deaf and disabled people from employment, from a lack of part-time or flexible working arrangements to the physical access to transport or access to appropriate technology. DDPOs had a higher success rate of finding employment for Deaf and disabled people owing to their personalised, holistic approach. Unfortunately, the small size of DDPOs that enabled this approach also resulted in an inability to fit existing funding models and, without funding, DDPOs were therefore unable to scale-up and help more people.

Mr Lee built on Ms Hendra's presentation, speaking specifically about the work Trailblazers was undertaking to help London's young disabled. A big concern of this population was the difficulty gaining employment and securing financial and personal independence. Mr Lee detailed his organisation's multi-team work experience programme to equip young people with the skills needed for employment, and referred to workshops run with external organisations to give young people tailored CV advice, practice interviews, and career advice. Members noted that the personalised, holistic approach addressed each individual's needs – something a national programme would not be able to offer.

In response to Members' queries, both Mr Lee and Ms Hendra suggested that the proposal to cap the grants from the Access to Work scheme made little financial sense, as fewer people would be able to access work and therefore the potential workforce was reduced. Ms Hendra also advised that the cap would disproportionately affect certain disabled groups most in need; e.g. funds needed to offset the high cost of interpreters needed by Deaf people, or transportation costs of getting to work. With regard to employers, Mr Lee advised that there was a widespread preconception that disabled people would have a poor attitude to work or a lower productivity when, if jobs and work environments were tailored to people's skills and interests, output and skill levels were high. Ms Hendra added that employment practices could also act as barriers to people finding work; for instance, an open recruitment process would rule out applicants with disabilities such as autism at an early stage, when they might have the skills base to perform the job to a high standard.

The Chairman thanked Ms Hendra and Mr Lee for their presentations.

7. **APPOINTMENT TO THE SOCIAL INVESTMENT BOARD**

Members noted that the composition of the Social Investment Board included the Chairman of the City Bridge Trust Committee, for the time being, or his/her nominee. The Chairman confirmed that he would be taking up the appointment.

8. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 12 March 2015 be agreed as an accurate record,

9. **OUTSTANDING ACTIONS**

Members noted that Heart of the City had confirmed they would be amenable to inviting a representative of the City Bridge Trust Committee to join its Board, and were taking the decision formally at their next meeting in July. Members discussed whether this should be a Member or officer post and agreed that the decision should be deferred until after the formal invitation was issued.

**RESOLVED** – That the Outstanding Actions update be noted.

10. **PROGRESS REPORT AND GRANT APPLICATIONS STATISTICS**

The Committee received the progress report of the Chief Grants Officer and the grant application statistics. Members discussed the volume of applications

and noted that, with six Committee meetings scheduled for the year, average spend per meeting should be around 17% of the total budget (£14.95m). Officers confirmed that, should all applications be agreed at this meeting, the budget spend total would be £2,735,225, 18% of the grants budget.

Members discussed meeting length and format, and agreed that all grants between £25k and £50k should be considered using existing delegation arrangements rather than by exception, as was the case at present. This would result in fewer grant applications being brought to Committee meetings, allowing more time for strategic discussions.

**RESOLVED** – That all grants between £25k and £50k should be considered using existing delegation arrangements, and the report be noted.

#### 11. **20TH ANNIVERSARY PROPOSALS**

Members considered a report of the Chief Grants Officer regarding the proposed activities due to take place during 2015/16 to make the Trust's 20<sup>th</sup> Anniversary.

**RESOLVED** – That:

- (a) The report be received and noted;
- (b) Funding of £55,125 be approved to enable the Media Trust to work with a cohort of grantees on a "Telling Your Stories"/ambassadorial project;
- (c) A budget of £35,000 be approved to commission research into a potential small grants programme; and
- (d) Funding of up to £40,000 be approved for the Trust to work in partnership with up to three London-based disability arts/sports organisations and participate in the Lord Mayor's Show 2015.

#### 12. **RISK REGISTER FOR BRIDGE HOUSE ESTATES**

Members received a joint report of the Town Clerk, Chamberlain, City Surveyor and the Director of Culture, Heritage and Libraries regarding the key risks register for Bridge House Estates. With regard to the risks to be considered by the City Bridge Trust Committee, Members noted that recruitment of a monitoring officer had been postponed until after the outcome of an ongoing review, and that the communications plan had been circulated to Members in April.

**RESOLVED** – That the Risk Register be confirmed with regards to risks 25, 26 and 27.

#### 13. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS**

##### 13a **East End Community Foundation**

**APPROVED** - £172,500 over 3 years (£57,000, £57,500, £58,000) to East End Community Foundation as a Strategic Initiative to develop Hackney, Newham and Tower Hamlets Giving.

13b **Chiswick House and Gardens Trust**

**APPROVED** - £89,100 over three years (£29,130; £29,700; £30,270) for the salary of the full-time Kitchen Gardener and associated project costs.

13c **Freedom from Torture**

**APPROVED** - £75,000 over 3 years towards the costs of therapeutic and other support to young people in London, with the annual sum determined by the Chief Grants Officer in consultation with the organisation.

13d **Greenwich and Lewisham Young People's Theatre**

**APPROVED** - £90,900 over three years (3 x £30,300) towards the costs of the 'Whatever Youth Theatre' arts programme for young people.

13e **Mind (the National Association for Mental Health)**

**APPROVED** - £83,000 over three years towards the costs of a project to assist migrant and black and minority ethnic communities in London to engage more fully with mental health services. Weighting of the grant across each of the three years will be determined in due course by the Chief Grants Officer in consultation with the charity.

13f **Roma Support Group**

Members requested that an interim evaluation be carried out, and officers confirmed this would be done as per the standard monitoring processes.

**APPROVED** - £122,900 over three years (£41,000; £39,300; £42,600) for the costs of a Project Co-ordinator (21 hours per week); 2 part-time mental health advocates (7 hours per week each); and related running costs for a mental health advocacy service.

13g **Solace Women's Aid**

**APPROVED** - £98,200 over two years (£49,100 x 2) towards the salary and associated running costs of a full-time Children and Family Support Services Manager working with children and young people affected by domestic violence.

13h **Barking and Dagenham Progress Project**

**APPROVED** - £113,000 over three years (£37,500; £37,500; £38,000) for the salary of a part-time Sports Participation Officer (3 days per week) and related project costs.

13i **Hillingdon South Society for Mentally Handicapped Children**

**APPROVED** - £100,000 towards stage two refurbishment on condition that all required funds are raised and planning consent is secured.

13j **Age UK Sutton**

**APPROVED** - £72,500 over three years (£24,300; £23,900; £24,300) towards the salary and associated running costs of a part-time (22.5 hours per week) Advice on the Road Information & Advice Project Manager and associated running costs.

13k **Camden Cypriot Women's Organisation**

**APPROVED** - £95,400 over 3 years (£31,200; £31,800; £32,400) for a part-time (2 days per week) Advice/Advocacy Worker; a part-time (7 hours per week) Physical Activity Organiser; and associated running costs for a project working with women aged 75+.

13l **Henna Asian Women's Group**

**APPROVED** - £73,000 (£24,500; £24,000; £24,500) over three years towards the salary of a part time (21 hours per week) Volunteer Co-ordinator and associated running costs for a project targeting those aged 75 or over and carers aged 65+.

13m **Age Concern Wandsworth**

**APPROVED** - £117,600 over three years (£38,400; £39,200; £40,000) towards the salary and running costs of expanding the Advice and Support Service.

13n **Blackfriars Advice Centre**

**APPROVED** - £138,000 over three years (3 x £46,000) for a full-time Debt Programme Manager and related costs to promote access to debt advice and to provide specialist casework to indebted Lambeth residents.

13o **Kingdom Storehouse**

Members noted that in 2013-14 Foodbanks fed 913,138 people across the UK, including 330,205 children, and that, between August 2013 and August 2014, 2,588 people had used the Kingdom Storehouse Foodbank.

**APPROVED** - £56,900 over three years (£18,600; £19,000; £19,300) for 61% of the salary costs of the Development Manager.

13p **MyBnk**

**APPROVED** - £60,000 for one year towards the costs of the Money Works programme specifically for young care leavers. The sum includes a 15% contribution to core costs. The final quarterly payment is contingent on the charity securing appropriate accreditation for advice work.

13q **Volunteer Centre Kensington and Chelsea**

**APPROVED** - £125,000 over three years (£41,000; £43,350; £40,650) for a part-time (17.5 hours per week) Resettlement Worker plus a contribution to the running costs of "Inside Out".

13r **Federation of London Youth Clubs**

**APPROVED** - £103,000 over two years (£51,000; £52,000) for the salary and support costs of a project to develop the capacity of London's voluntary youth sector to evidence and advocate the value of its work.

13s **Foundation for Social Improvement**

Members requested that this be included in the cohort of grantees used in the Media Trust's "Telling Your Stories" ambassadorial project.

**APPROVED** - £27,000 over three years (£8,730, £9,000, £9,270) towards the cost of providing a range of training courses and workshops for London based charities.

13t **London Voluntary Service Council**

**APPROVED** - £120,000 over two years (2 x £60,000) towards the salaries of the Chief Executive and the Head of Policy and Support.

14. **TO CONSIDER REPORTS OF THE CHIEF GRANTS OFFICER AS FOLLOWS:-**

14a **Grants Recommended for Rejection**

The Committee considered a report of the Chief Grants Officer which recommended that eleven grant applications be rejected for the reasons identified in the schedule attached to the report.

**RESOLVED** – That the eleven grant applications detailed in the schedule attached to the report be rejected.

14b **Withdrawn and Lapsed Applications**

The Committee received a report of the Chief Grants Officer which provided details of seven applications which had been withdrawn or had lapsed.

**RESOLVED** – That the report be noted.

14c **Variations to grants awarded**

The Committee received a report of the Chief Grants Officer which advised Members of a variation to four grants agreed by the Chief Grants Officer since the last meeting.

**RESOLVED** – That the report be noted.

14d **Grants/expenditure considered under Delegated Authority**

The Committee received a report of the Chief Grants Officer which advised Members of three expenditure items, totalling £5,500, which had been presented for approval under delegated authority to the Chief Grants Officer in consultation with the Chairman and Deputy Chairman.

**ELATT (East London Advanced Technology Training)** £1,700 for the costs of an independent access audit and design appraisal

**Masjid e Umer** £1,800 (4.5 days @ £400 per day) to provide an eco-audit

**Lewisham Elders Resource Centre** £2,000 (5 days @ £400 per day) to provide an eco-audit

**RESOLVED** – That the report be noted.

14e **Reports on Monitoring Visits**

The Committee received a report of the Chief Grants Officer about two visits that had taken place.

**RESOLVED** – That the report be received.

15. **EVENTS ATTENDED**

The Committee noted a report of the Chief Grants Officer regarding the key meetings and events attended by Members and officers since the last meeting.

**RESOLVED** – That the report be noted.

16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT**

There was no other business.

18. **EXCLUSION OF THE PUBLIC**

**RESOLVED** – That under Section 100(A) of the Local Government Act 1972, the public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part 1 of Schedule 12A of the Local Government Act.

<b>Item No.</b>	<b>Exempt Paragraphs</b>
18 - 20	3
21 – 22	-

19. **NON-PUBLIC MINUTES**



**RESOLVED** – That the non-public minutes of the meeting held on 12 March 2015 be approved as a correct record.

20. **STEPPING STONES FUND**

The Committee received a report of the Chief Grants Officer.

21. **BRIDGE HOUSE ESTATES CHARITABLE SURPLUS**

The Committee considered a report of the Chief Grants Officer.

22. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**

There were no questions.

23. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

There was no other business.

**The meeting ended at 3.30 pm**

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Chairman

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