

THE CITY BRIDGE TRUST COMMITTEE

Wednesday, 14 November 2018

Minutes of the meeting of the The City Bridge Trust Committee held at the Guildhall EC2 at 1.45 pm

Present

Members:

Alderman Alison Gowman (Chairman)	Deputy Jamie Ingham Clark
Dhruv Patel OBE (Deputy Chairman)	Jeremy Mayhew
Karina Dostalova	Wendy Mead
Simon Duckworth	Paul Martinelli
Peter Dunphy	Ian Seaton
Marianne Fredericks	Deputy Dr Giles Shilson

Officers:

Joseph Anstee	- Town Clerk's Department
Simon Latham	- Town Clerk's Department
Karen Atkinson	- Chamberlain's Department
Anne Pietsch	- Comptroller and City Solicitor's Department
David Farnsworth	- Chief Grants Officer and Director of City Bridge Trust
Jenny Field	- The City Bridge Trust
Becky Green	- The City Bridge Trust
Martin Hall	- The City Bridge Trust
Sandra Jones	- The City Bridge Trust
Jack Joslin	- The City Bridge Trust
Julia Mirkin	- The City Bridge Trust
Kate Moralee	- The City Bridge Trust
Fiona Rawes	- Town Clerk's Department
Ciaran Rafferty	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
Chandni Tanna	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Alderman Alastair King and Deputy Edward Lord.

Participatory City Foundation

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

There were no declarations.

3. MINUTES

RESOLVED – That the public minutes and non-public summary of the meeting held on 7 September 2018 be agreed as an accurate record.

4. **OUTSTANDING ACTIONS**

RESOLVED – That the Outstanding Actions update be noted.

5. **PROGRESS REPORT**

The Committee received the regular progress report of the Chief Grants Officer and discussed the updates provided.

RESOLVED – That the City Bridge Trust Committee:

a) Note the report; and

b) Approve the recommended process for co-opting two additional members to the CBT Committee as set out in paragraph 12.

6. **FINANCIAL POSITION OF CITY BRIDGE TRUST IN RESPECT OF PERIODS 1-6 (APRIL-SEPTEMBER 2018)**

The Committee received a report of the CGO, setting out City Bridge Trust's spend against budget for period 1 April to 30 September 2018.

RESOLVED – That the report be noted.

7. **PROPOSED REVENUE BUDGETS 2018-19 AND 2019-20**

The Committee considered a report of the Chamberlain and the Town Clerk, providing the annual submission of the revenue budget overseen by the City Bridge Trust (CBT) Committee in the context of CBT's strategic and business priorities, and highlighting adjustments made to the 18/19 budget since it was originally presented in November 2017.

RESOLVED – That the City Bridge Trust Committee:

a) Review and approve the updated 18/19 revenue budget; and

b) Approve the 19/20 revenue budget.

8. **PHILANTHROPY STRATEGY IMPLEMENTATION PLAN**

The Committee considered a report of the CGO, setting out the Philanthropy Strategy implementation plan for the Committee's review and approval.

RESOLVED – That the City Bridge Trust Committee:

1. Note the implementation plan set out in the Appendix.
2. Agree the proposed change to the strategic framework set out in paragraphs 11-13 of this report.
3. Endorse the implementation plan for onward approval by the Policy and Resources Committee at its December 2018 meeting.

9. **GRANTS BUDGET AND APPLICATIONS TODAY**

The Committee received a report of the CGO and Director of City Bridge Trust summarising grant applications recommended for decision at the meeting, and those that had been considered since the last meeting under the schemes of delegation.

RESOLVED – That the report be noted.

10. **GRANTS ANALYSIS, TRENDS & MANAGEMENT**

The Committee received a report of the CGO providing an update on progress against the Committee's 2018/19 grants budgets and summarising those grants awarded and in management.

RESOLVED – That the report be noted.

11. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS**

a) **Freightliners City Farm**

APPROVED £123,600 over three years (£40,400; £41,500; £41,700) for the full-time Farm Development Manager (37.5hpw) and associated running costs.

b) **Women's Environmental Network Trust**

APPROVED £110,600 over three years (£35,720; £37,160; £37,720) towards the part-time (3.d.p.w) salary of the Tower Hamlets Food Growing Network Coordinator, activity costs and a contribution to core costs of the Women's Environmental Network.

c) **One In Four**

APPROVED £99,000 over three years (£31,700; £33,100; £34,200) for the post of Clinical Coordinator and Well-being Lead (4.d.p.w), NI and pension contribution. Drawdown is contingent upon receipt of a revised budget that demonstrates the sustainability of the charity's income.

d) **Shooting Star CHASE**

APPROVED £125,000 over 3 years (£41,300; £41,700; £42,000) towards the salaries of 0.5 fte music therapist and 0.5 fte drama/play therapist.

e) **The WISH Centre**

APPROVED £138,300 over three years (£45,200; £46,100; £47,000) to cover the cost of a full-time Therapist, clinical supervision and a contribution to organisational overheads. Funding is conditional on receiving updated and SORP compliant accounting policies.

f) **Southside Partnership**

APPROVED £168,500 over three years (£55,300; £56,200; £57,000) for the salary of two part time Community Development Mentors (each 0.5FTE) and associated running costs.

g) **St John the Evangelist Church, Kingston**

APPROVED £99,300 towards the redevelopment of the church building to accessible standards to include reconfigured and improved accessible entrance lobby and footpath, ramps and step free access, hearing enhancement system and accessible toilet. Grant is conditional on registration with the Charity Commission.

h) **The Old Vic Theatre Trust 2000**

APPROVED £100,000 towards access works at The Old Vic's historic building, including an accessible entrance on Waterloo Road; installation of a platform lift and improvements to the stairs and balustrades. Associated works include demolition and alterations to doors, walls and the basement and associated electrical work.

i) **Why Me? Victims for Restorative Justice**

APPROVED £57,000 over 2 years (£28,400; £28,600) towards a Policy Development Officer (1.5 dpw), a RJ Service Coordinator (1 dpw) and associated project costs, for work to enable hate crime victims from the London LGBTQ community to access restorative justice. This grant is conditional on confirmation that a dual authorisation process is operational for online banking. The second year of this grant is conditional on 2018 accounts being fully SORP compliant.

j) **Neighbourly Care Southall**

APPROVED £108,500 over 3 years (£36,600; £35,800; £36,100) for a Senior Projects Officer and associated running costs to develop and expand work with small community groups to extend their reach to older people in their communities.

k) **Islington People's Rights**

APPROVED £134,100 over 3 years (£43,600; £44,700; £45,800) for a FT Specialist Caseworker to provide specialist welfare and debt advice through the IPR Assist project, and associated project costs.

l) **Camden Community Law Centre**

APPROVED £136,700 over 3 years (£46,000, £46, 100; £46,600) to meet the salary and on-costs of a Welfare Rights Representation caseworker. The second year of funding is conditional upon Trustees adopting an appropriate reserves policy.

m) **Hillingdon Carers**

APPROVED £175,000 over five years (£34,500; £34,500; £35,000; £35,000; £36,000) for the salary costs of a f/t Dementia Advisor and related project costs of a dedicated support service for people living with dementia.

n) **Islington Law Centre**

APPROVED £185,800 over three years (£60,100; £61,900; £63,800) for a specialist Welfare Benefits advisor to provide client advocacy, casework, and representation as well as training of volunteers to provide skilled reception services. The grant includes funding towards the charity's overheads.

o) **Southwark Law Centre**

APPROVED £101,000 over a further 2 years (£50,000; £51,000) towards the salary and associated running costs of SLC's Senior Immigration Solicitor to provide legal advice to individuals and advice and support to other advice agencies.

p) **Zacchaeus 2000 Trust**

APPROVED £200,000 over five years (£50,000; £45,000; £40,000; £35,000; £30,000) towards the core costs of Z2K's advice and support work.

q) **Bonny Downs Community Association**

APPROVED £100,700 over 3 years (£32,400; £33,200; £35,100) towards a Project Coordinator (0.5FTE) for its Active and Connected Elders Project, an Advocacy Manager (8hpw), and a contribution to project costs.

r) **Community Southwark**

APPROVED £328,900 over 5 years (£85,380 per year) towards 0.6 fte Head of Southwark Giving and 0.4 fte Community Investment Officer, plus associated running costs for the development and consolidation of Southwark Giving.

s) **Hoxton Health**

APPROVED £77,600 over a further two-years (£38,800 x 2) towards the salary of a part time Volunteer Co-ordinator (11 hpw); part time Manager (7hpw); and related project costs.

t) **Migrant & Refugee Communities Forum**

APPROVED £300,100 over 5 years (£60,000; £56,700; £59,000; £61,100; £63,300) towards the costs of the CEO (2 days per week), Advocacy Organiser (1 day per week), tool/kits development and associated running costs.

u) **Museum of Brands, Packaging and Advertising**

APPROVED £80,000 over two years (2 x £40,000) to cover the salary costs of a full time Project Worker and a contribution to project costs for Brand Memories. The grant is conditional upon receipt of an up to date cashflow prior to the release of each year's funding showing adequate expected funds to cover planned expenditure.

v) **Surrey Docks Farm**

APPROVED £148,000 over 5 years (£37,100; £35,300; £32,800; £24,900; £17,900) towards the Putting Down Roots in Rotherhithe project including a contribution to a Full Time Green Mentor (4dpw tapering down to 2dpw), a Full Time Horticulture Apprentice (1dpw) and project costs.

w) **Open Door, Young People's Consultation Service**

APPROVED £94,500 over two years (£46,900; £47,600) for staffing, supervision, support and project costs and a core contribution for services at the Tottenham site.

x) **Roma Support Group**

APPROVED £84,800 over two years (£41,000; £43,800) towards the costs of a Project Co-ordinator (21hpw); 2 part time bi-lingual mental health advocates (7hpw each); and related running costs for a mental health advocacy service.

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

a) **Strategic Initiative - Funder Plus Phase 1**

The Committee considered a report of the Chief Grants Officer and Director of City Bridge Trust, seeking approval for two grants under the first phase of the new CBT Funder Plus offer, one to the Cranfield Trust and the other to Locality. It was envisaged that three grants of up to £150,000 (from the £500,000 agreed

from the 2018/19 grants budget towards this first phase) would be awarded to providers of civil society support in London to each work with a cohort of CBT grantees to provide a Triage and Connect programme over 12 months to test what good 'diagnostics', 'connecting' and 'supporting' looks like.

RESOLVED – That the City Bridge Trust Committee:

- a) Approve a grant of £150,000 to the Cranfield Trust towards a Triage and Connect programme to support the delivery of Phase One of the Trust's new Funder Plus offer;
- b) Approve a grant of £150,000 to Locality towards a Triage and Connect programme to support the delivery of Phase One of the Trust's new Funder Plus offer; and
- c) Approve a condition on both grants that the two organisations work with CBT to ensure their respective budgets and the numbers of beneficiaries are appropriately aligned.

b) Applications Recommended for Rejection

The Committee considered a report of the CGO and Director of City Bridge Trust detailing 16 grant applications that were recommended for rejection. Of these 6 applications were under Investing in Londoners criteria and 10 under Bridging Divides.

RESOLVED – That the Committee reject the grant applications listed in the accompanying schedule.

c) Funds Approved or Declined under Delegated Authority

The Committee received a report of the Chief Grants Officer and Director of City Bridge Trust which advised Members of 24 expenditure items, totalling £544,272, which had been presented for approval under delegated authority to the Chief Grants Officer in consultation with the Chairman and Deputy Chairman.

RESOLVED – That the report be received, and its contents noted.

d) Withdrawn and Lapsed Applications

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

RESOLVED – That the report be noted.

e) Variations to Grants/Funds Awarded

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

RESOLVED – That the report be received, and its contents noted.

f) **Strategic Initiatives - Monitoring Reports**

The Committee received a report of the CGO providing a monitoring report for a current Strategic Initiative. It was intended to provide two such reports to the Committee whenever possible. The written report on the LGBT Consortium was provided alongside an update on the Participatory City Foundation strategic initiative, which was presented verbally by the guest speaker.

RESOLVED – That the report be received, and its contents noted.

g) **Report on Learning Visits**

The Committee received a report of the Chief Grants Officer and Director of City Bridge Trust about two visits that had taken place.

RESOLVED – That the report be received, and its contents noted.

h) **City Bridge Trust Communications & Events Attended**

The Committee received a report of the CGO and Director of City Bridge Trust updating on the communications work of the City Bridge Trust.

RESOLVED – That the report be noted.

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

There were no questions.

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

There was no other business.

15. **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.

Item No.	Exempt Paragraphs
16	3
17	3, 5
18	3
19 – 20	3
21 – 22	-

16. **NON-PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the meeting held on 7 September 2018 be agreed as an accurate record.
17. **BRIDGE HOUSE ESTATES STRATEGIC REVIEW - UPDATE**
The Committee considered a report of the Town Clerk & Chief Executive and the Chief Grants Officer & Director of City Bridge Trust.
18. **PHILANTHROPY HOUSE - VERBAL UPDATE**
The Committee received a verbal update on Philanthropy House from the Chief Grants Officer and Director of City Bridge Trust.
19. **STEPPING STONES FUND, PROGRESS AND PROPOSALS**
The Committee considered a report of the Chief Grants Officer and Director of City Bridge Trust.
20. **PIPELINE OF PRO-ACTIVE STRATEGIC GRANTS**
The Committee received a report of the Chief Grants Officer and Director of City Bridge Trust.
21. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
22. **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 closed at 3.35 pm

Chairman

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