

THE CITY BRIDGE TRUST COMMITTEE

Thursday, 25 July 2019

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

Present

Members:

Dhruv Patel (Chairman)	Jeremy Mayhew
Alderman Alison Gowman (Deputy Chair)	Paul Martinelli
Marianne Fredericks	Deputy Dr Giles Shilson
Deputy Jamie Ingham Clark	Jannat Hossain (Co-opted Member)
Deputy Edward Lord	William Hoyle (Co-opted Member)

Officers:

Joseph Anstee	- Town Clerk's Department
David Farnsworth	- Chief Grants Officer & Director of City Bridge Trust
Karen Atkinson	- Chamberlain's Department
Jenny Field	- The City Bridge Trust
Ciaran Rafferty	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
Jack Joslin	- The City Bridge Trust
Lily Brandhorst	- The City Bridge Trust
Jemma Grieve Combes	- The City Bridge Trust
Sandra Jones	- The City Bridge Trust
Julia Mirkin	- The City Bridge Trust
Fiona Rawes	- Town Clerk's Department
Geraldine Page	- The City Bridge Trust
Samantha Grimmatt-Batt	- The City Bridge Trust
Ruth Feder	- The City Bridge Trust
Alice Hall	- The City Bridge Trust
Catherine Mahoney	- The City Bridge Trust
Andrew Buckingham	- Town Clerk's Department

1. APOLOGIES

Apologies were received from Karina Dostalova, Simon Duckworth, Peter Dunphy, Wendy Mead and Ian Seaton.

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

Deputy Chair and Deputy Edward Lord – Trust for London

Deputy Chair – hospitality events

Edward Lord – hospitality

3. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the meeting held on 9 May 2019 be agreed as an accurate record.

4. **OUTSTANDING ACTIONS**

The Committee received a list of outstanding actions, noting those which were on the agenda or were scheduled for a future date or meeting.

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 report be noted.

6. **CURRENT BACKLOG IN BRIDGING DIVIDES APPLICATIONS**

The Committee considered a report of the CGO explain a current backlog in applications experienced by City Bridge Trust which was compromising the target turnaround time of up to four months. The report outlined what remedial actions had been taken and made recommendations for further steps to enable us to revert to the target turnaround times.

RESOLVED – That the City Bridge Trust Committee:

- a) Increase the levels of delegated authority, as set out in paragraph 19 of this paper, subject to the approval of the Court of Common Council;
- b) Hold an additional two CBT Committee meetings for the approval of grant recommendations during 2019/20, in order to reduce waiting times for applicants whilst the backlog is cleared;
- c) Agree that future strategic reviews should build in provisions to enable a smooth transition from one set of funding programmes to another;
- d) Recommend that Resource Allocation Sub-Committee consider for approval an uplift in CBT's Local Risk Budget for 2019/20 of £41,000 to enable CBT to respond to an unforeseen increase in applications and a subsequent backlog in applications;
- e) Increase the target turnaround times for applications from 4 months to 6 months in the light of increased demand until such time as the backlog is cleared and we can confidently reduce this target time again.

7. **STRATEGIC DIRECTION FOR IMPACT AND LEARNING**

The Committee considered a report of the CGO setting out the strategic direction for City Bridge Trust's Impact and Learning function, comprising a proposed vision, goals and principles. Subject to approval of the strategic direction, an implementation plan would be presented to the Committee in September 2019.

RESOLVED – That the City Bridge Trust Committee approve the strategic direction for City Bridge Trust's approach to Impact and Learning.

8. **REVIEW OF BRIDGING DIVIDES VALUES**

The Committee considered a report of the CGO summarising a review of Bridging Divides' Values, including research, interviews and surveys with Members and officers conducted by Bridging Divides' Learning Partner, Renaisi in June 2019 and final recommendations for changes made by officers.

RESOLVED – That the City Bridge Trust Committee approve the recommended changes to the Bridging Divides values.

9. **FINANCIAL POSITION OF CBT IN RESPECT OF THE QUARTER ENDED 30TH JUNE 2019**

The Committee received a report of the CGO and the Chamberlain setting out CBT's position against budget for the quarter ended 30 June 2019.

RESOLVED – That the report be noted.

10. **GRANTS BUDGET AND APPLICATIONS TODAY**

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

RESOLVED – That the report be noted.

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

a) **Community Links Bromley**

APPROVED £191,630 over 3 years (£55,900; £87,830; £47,900) to cover project delivery for 5 CVS projects, peer support costs, project board meetings and costs for the accountable body including project support and administration.

b) **Body & Soul**

APPROVED £60,000 over two further and final years (2 x £30,000) to support the costs of casework and advocacy services for Londoners living with HIV, providing advice and support on housing, benefits, immigration, employment and debt.

c) **CLIC Sargent**

APPROVED £264,000 over 5 years (£48,800, £49,800, £50,800, £51,800, £52,800) towards the running costs of the Cancer Costs programme for Londoners, run by the CLIC Sargent UCLH cancer care team.

d) **Ealing Law Centre**

APPROVED £108,000 over two further and final years (£54,000, £54,000) towards the wages of two 0.6FTE caseworkers, running costs and overheads of providing legal advice on housing and welfare rights.

e) **Latin American Women's Rights Services (LAWRS)**

APPROVED £82,900 over two further and final years (£40,900; £42,000) for the f/t Housing, Money and Debt Coordinator; programme costs, including supervision; management costs and a contribution to overheads.

f) **North Kensington Law Centre**

APPROVED £100,000 over two further and final years (2 x £50,000) for a full time Triage Co-ordinator and associated running costs.

g) **Children England**

APPROVED £279,520 over four years (£40,340; £77,220; £79,720; £82,240) towards a F/t Research and Learning Manager and a P/t (0.6 FTE) Community Engagement Officer; 4In10 activities and resources and a contribution to overheads.

h) **Claremont Project (Islington)**

APPROVED £98,800 over two further and final years (2 x £49,400) for the salary of a f/t Flourishing Lives Project Co-ordinator plus project running costs.

i) **Covent Garden Dragon Hall Trust**

APPROVED £65,970 over two further and final years (2x £33,000) for a full time Community Development Worker (35hpw) to develop and deliver services working with older people aged 75+ and carers aged 65+.

j) **Crafts Council**

APPROVED £100,000 towards accessibility works at the Crafts Council premises in Pentonville Road, Islington.

k) **CREATE London**

APPROVED £58,000 over 3 further and final years (£19,900, £19,900, £18,200) towards the salaries, management and running costs of the community garden at TWH.

l) **Headway East London**

APPROVED £102,230 over two further and final years (£50,300, £51,930) towards the costs of the Artist Studio, including salaries, on costs, art materials, marketing the work and enhancing public awareness. Year two funding is conditional on receipt of a business plan that shows longer term improved financial viability.

m) **Irish Elderly Advice Network**

APPROVED £150,000 over 5 years (£30,000 X 5) to contribute to the salary cost of the Head of Culture and associated office costs. Funding each year is conditional on written confirmation from the Irish Government of IEANs core funding.

n) **Islington Boat Club (IBC)**

APPROVED £54,600 over two further and final years (2 x £27,300) towards the costs of 4 instructors for 7 hours per week each, for 39 weeks per annum.

o) **London Legal Support Trust**

APPROVED £464,000 over three years (£152,000; £154,000; £158,000) towards core salary and other costs to support the provision of Centres of Excellence in Greater London.

p) **St Gabriel's Parish House Trust**

APPROVED £100,000 towards the costs of access works at St Gabriel's Parish House, subject to the balance required being raised.

q) **Stepney City Farm Ltd**

APPROVED £191,800 over 4 years (£46,500, £47,500, £48,400, £49,400) for the salary costs of the f/t CEO to provide strategic leadership and successful expansion of the site ensuring sustainability of the organisation.

r) **Stratford Circus Arts Centre**

APPROVED £72,000 over 2 further and final years (2 x £36,000) towards the running costs of the Blue Sky Actors project.

s) **The French Protestant Church of London**

APPROVED £98,500 towards the capital costs of providing disabled access facilities.

t) **The Horse Rangers Association (Hampton Court) Limited**

APPROVED £109,000 over three years (£19,000; £36,000; £54,000) towards the costs of growing the Squadron 6 programme for disabled people.

u) **Young Barnet Foundation**

APPROVED £200,000 over five years (£50,000; £45,000; £40,000; £35,000; £30,000) as core funding to support the Young Barnet Foundation's work in support of voluntary sector organisations working with children and young people.

v) **Young Brent Foundation**

APPROVED £200,000 over five years (£50,000; £45,000; £40,000; £35,000; £30,000) as core funding to support the Young Brent Foundation's work in support of voluntary sector organisations working with children and young people.

w) **Young Ealing Foundation**

APPROVED £220,000 over five years (£50,000; £50,000; £45,000; £40,000; £35,000) as core funding to support the Young Ealing Foundation's work in support of voluntary sector organisations working with children and young people.

x) **Young Harrow Foundation**

APPROVED £200,000 over five years (£50,000; £45,000; £40,000; £35,000; £30,000) as core funding to support the Young Harrow Foundation's work in support of voluntary sector organisations working with children and young people.

y) **Young Westminster Foundation**

APPROVED £200,000 over five years (£60,000; £45,000; £40,000; £35,000; £30,000) as core funding to support the Young Westminster Foundation's work in support of voluntary sector organisations working with children and young people.

z) **Advocacy in Greenwich**

APPROVED £147,400 over 5 years (£30,000; £28,000; £28,900; £29,800; £30,700) to support the cost of a part-time Self-Advocacy Development Work (14hpw) and associated project costs to deliver a self-advocacy programme for young people with learning disabilities in Greenwich.

aa) **Albert Kennedy Trust**

APPROVED £57,500 over two further and final years (£27,500, £30,000) towards the salary costs of the f/t post of London Service Manager. The grant is conditional upon receipt of the year 3 monitoring report.

bb) **British Refugee Council**

APPROVED £79,200 over two further and final years (£39,000 and £40,200) for the costs of a Full-time Psychological Therapist in London.

cc) **Centrepont Soho**

APPROVED £107,100 over two years (£52,900, £54,200) towards the salary and on costs of a f/t Dual Diagnosis Worker and a wellbeing activities budget for young people.

dd) **Embrace CVOC (Child Victims of Crime)**

APPROVED £48,800 over two further and final years (2 x £24,400) towards the salary cost of a London Counselling Service lead (one day per week), 500 counselling sessions per annum and management costs.

ee) **Evergreen Play Association Ltd**

APPROVED £46,200 over two years (24,000; £22,200). Of this grant £6,000 each year is for the costs of sessional staff to work with disabled young people and the remainder is towards the Play Leader-Inclusion Officer post.

ff) **Islington Mind**

gg) **Nafsiyat Intercultural Therapy Centre**

APPROVED £66,000 over two further and final years (2 x £33,000) for the costs of a p/t (2 dpw) Community Link Worker; self-employed therapist; and a contribution to overheads.

hh) **Prison Advice and Care Trust**

APPROVED £132,000 over three years (£41,000; £49,000; £42,000) towards the salaries, operation and evaluation costs of the London Women's Resettlement Project.

ii) **Shpresa Programme**

APPROVED £52,000 over two further and final years (2 x £26,000, £26,000) for the salary of a part-time (21 hpw) Development Worker plus project running costs, to provide ESOL classes for isolated and vulnerable Albanian-speaking women.

jj) **St Clement and St James Community Development Trust**

APPROVED £95,000 over two further and final years (£47,000; £48,000) towards the salary costs of the Adult Learning Manager and Adult Learning tutor for an ESOL programme for Beginners to Level 2.

kk) **Sycamore Trust UK**

APPROVED £90,000 over two years (£46,000; £46,000) for a full time Family Services Coordinator and related overheads.

ll) **Trailblazers Mentoring Ltd**

APPROVED £71,000 over two further and final years (£35,000; £36,000) for the costs of Trailblazers' work in HMPs Wandsworth and ISIS, as well as with Londoners released by Aylesbury and Brinsford YOIs. The funding includes the costs of 0.5 FTE of the Project Manager(s). The grant is conditional upon receipt of the five-year organisational strategy.

mm) **Waterloo Community Counselling**

APPROVED £80,000 for two further and final years (2 x £40,000) comprising £20,000 p/a towards the Project Manager and Administrators' salaries, £12,000 p/a towards sessional Counsellors' fees and a contribution of £8,000 p/a for client travel and other core costs.

nn) **Strategic Initiative - London Legal Support Trust**

APPROVED £345,000 over five years (£69,000 per annum) to the London Legal Support Trust to cover the cost of a f/t Development Officer plus senior officer support from the CEO and Head of Funding and associated project costs of establishing, developing and maintaining the London Specialist Advice Forum.

oo) **Strategic Initiative - Participatory City Foundation**

APPROVED A further and final £450,000 over two years (£250,000; £200,000) to the Participatory City Foundation to deliver the Every One Every Day neighbourhood project across the London Borough of Barking and Dagenham.

pp) **Strategic Initiative - Social Enterprise UK**

APPROVED A grant of £200,000 over two years towards the salary of a part-time project director, together with social sector consultancy costs, low bono legal fees, accountancy services for the project and the implementation of financial systems. In the first year, funding in Quarter 2 to be subject to detailed financial modelling for The Hive being in place and in Quarter 3 subject to the parameters for a social investment request also being in place.

12. **TO CONSIDER REPORTS OF THE CHIEF GRANTS OFFICER & DIRECTOR OF CITY BRIDGE TRUST AS FOLLOWS:-**

a) **Applications Recommended for Rejection**

The Committee considered a report of the CGO outlining a total of 35 grant applications that were recommended for rejection.

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

b) **Funds Approved or Declined Under Delegated Authority**

The Committee received a report of the Chief Grants Officer which advised Members of x expenditure items, totalling £x,xxx 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.

c) **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.

d) **Variations to Grants/Funds Awarded**

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

RESOLVED – That the report be noted.

e) **Grants Analysis, Trends and Management**

The Committee received a report of the CGO providing an update on progress against your 2019/20 grants budgets and summarises those grants awarded and in management.

RESOLVED – That the report be noted.

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

The Committee received a report of the CGO 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
18 - 20	3
21 – 22	-

16. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 9 May 2019 be agreed as an accurate record.

17. **PIPELINE OF PRO-ACTIVE STRATEGIC GRANTS**

The Committee received a report of the CGO.

18. **BRIDGE HOUSE ESTATES STRATEGIC REVIEW - UPDATE TWO**

The Committee received a report of the CGO.

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

There were no non-public questions.

20. **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 2.50 pm

Chairman

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