

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
Fiona Rawes	- The City Bridge Trust
Geraldine Page	- The City Bridge Trust
Samantha Grimmitt-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.

The Committee gave thanks to Peter Dunphy for his service to the Committee on his last meeting as a Committee Member.

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

The Deputy Chair and Deputy Edward Lord declared interests by virtue of being trustees of Trust for London.

Deputy Edward Lord also declared an interest by virtue of being a former trustee of the British Refugee Council, and declared previous receipt of hospitality from Albert Kennedy Trust.

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.

Matters Arising

In relation to Item 11, the Committee noted that corrections to the Risk Register had been circulated by email.

In relation to Item 12, the CGO advised that the thirteen items within the data that had not been assigned a geographical location were Strategic Initiatives, for which the data was not captured in the same way. The data for the thirteen items is being amended and grants will be assigned a geographic location within the datasets wherever possible going forward.

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.

Brexit Update

The CGO that preparations for Brexit within the charity sector were gaining momentum, particularly for a no-deal scenario, with focus on resilience planning relating to food and medicine. The CGO would continue to update Members on this.

'Telling Your Stories' Screening at the Barbican

The CGO advised the Committee of the event taking place on Thursday 10 October and invited Members to attend, with diary invitations to be circulated.

Mission Statement

The CGO outlined the work undertaken with Renaisi and advised the Committee of the recommended change of wording to the mission statement.

Update on Responding to the Resilience Risk

The CGO advised the Committee of the work undertaken so far, which was having good traction within the sector. The CGO thanked the Chairman for his help so far and for attending the selection panel for proposals.

RESOLVED – That the City Bridge Trust Committee:

- a) Note the report, and
- b) Agree to change the wording of the City Bridge Trust mission statement so that the term 'cohesive communities' is replaced by 'stronger, more resilient and thriving communities'.

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

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

The Committee noted that the recommendation relating to delegated authority was subject to approvals of the Chamberlain and Court of Common Council. In relation to recommendation (d), the CGO advised that there may be a request for an uplift in the City Bridge Trust grants budget to £25million a year from next year, which coincided with the City Bridge Trust's 25th anniversary year.

Members were generally supportive of the proposals, but were reluctant to support the request in recommendation (d) for an uplift in City Bridge Trust's Local Risk budget against the backdrop of the wider Fundamental Review, although it was noted that this might apply differently to Bridge House Estates.

RESOLVED – That the City Bridge Trust Committee:

- a) Agree an increase the levels of delegated authority, as set out in paragraph 19 of the report, subject to the approval of the Chamberlain and the Court of Common Council;
- b) Agree to 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; with the first of these to follow from the Member's Away half-day on 30th October and the second, if needed, to be arranged at a later date.
- c) Agree that future strategic reviews should build in provisions to enable a smooth transition from one set of funding programmes to another; and
- e) Agree to 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. The CGO introduced the report and drew Members' attention to the key points.

In response to a query from a Member, the CGO advised that City Bridge Trust had recently surveyed its grantees about the role of City Bridge Trust as funder, with the key takeaways being around messaging and support, making the product accessible and empowering grantees by making them part of City Bridge Trust strategy.

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. The CGO introduced the report and outlined the recommended changes to the Bridging Divides values.

Members were supportive of the Values proposals but suggested that the wording be reframed to acknowledge limitations and the aspiration of improvement and achieving those values.

RESOLVED – That, pending the suggested amendments, 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**

In response to a query from a Member, the Committee was advised of the City Bridge Trust's policies under the Bridging Divides strategy with regards to continuation funding and fallow periods, concurrent grants and Strategic Initiatives.

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**

The Committee noted a correction wherein the CGO confirmed that the amount recommended for approval was £66,000 and not £65,970.

APPROVED £66,000 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) **Centrepoint 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**

APPROVED £181,200 over 5 years (£27,450; £27,700; £41,750; £42,000; £42,300) for the p/t project coordinator, sessional companion support, psychotherapist and other associated project costs.

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.

The Committee noted that the total amount of funding approved was the largest amount ever approved by the City Bridge Trust Committee in a single meeting.

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. The CGO advised that officers wished to withdraw the recommendation relating to the Terence Higgins Trust.

RESOLVED – That, excluding the withdrawal, 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 CGO which advised Members of twenty expenditure items, totalling £300,860, which had been presented for approval under delegated authority to the CGO in consultation with the Chairman and Deputy Chair.

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

c) **Withdrawn and Lapsed Applications**

The Committee received a report of the CGO 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 the 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.

In response to a query from a Member, the CGO reported that the workshop on Gendered Intelligence had been a fantastic event, which had illustrated the difficulties faced by the Trans community day-to-day and the need for strategic work and provision of support in London, which City Bridge Trust would look into in conjunction with other funders.

RESOLVED – That the report be noted.

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

In response to a question from the Deputy Chair, the CGO gave Members an update on the Centre for Mental Health and Bridge to Work programme. The City Bridge Trust grant had been used to fund Individual Placement and Support (IPS) provision in Bromley and Newham, in order to forge links to support people with severe mental health difficulties into employment. The CGO advised that the NHS had subsequently announced their strategy to double IPS provision by 2021. Both hubs funded by City Bridge Trust had secured funding from the NHS and would be integral to the plans of their respective local CCGs. The CGO added that City Bridge Trust had been ahead of the curve in funding IPS provision, and that the funding had supported policy change, leading to a clear strategic outcome.

A Member advised the Committee that the Bridge House Estates Annual Report and Financial Statements prepared by the charity finance team had been excellent. Members recorded their thanks to officers for their hard work on this matter.

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 - 17	3
18	3, 5
19 - 20	-

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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