

<b>Committee:</b>	<b>Date:</b>
City Bridge Trust Committee	8 July 2020
<b>Subject:</b> Report of Action Taken	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Information</b>
<b>Report author:</b> Joseph Anstee, Town Clerk's Department	

### Summary

This report advises Members of an action taken by the Town Clerk since the last meeting of the Committee, in consultation with the Chairman and Deputy Chair, in accordance with Standing Order Nos. 41(a). These actions related to:

- a) Decisions Arising from an Inquorate Meeting – March 2020
- b) Temporary Amendments to City Bridge Trust Thresholds for Grant Approvals under Delegated Powers and the Scheme of Delegation to Officers (Chief Grants Officer) – April 2020
- c) Grants Decisions – May 2020
- d) Risk Register for City Bridge Trust – May 2020
- e) Covid-19 Response – Bridge House Estates: London Community Response Fund Update – June 2020

### Recommendation

Members are asked to note the report.

### Main report

#### Action Taken

- a) **27 March 2020** – Urgency – Decisions Arising from an Inquorate Meeting
  - 1. With Members unable to attend physically in light of the public health implications arising from COVID-19, the 26 March 2020 meeting of the City Bridge Trust Committee could not meet in its usual, public format. In lieu of a formal meeting, Members were given the opportunity to discuss reports on the agenda via video and teleconference, as well as by email, with a view to facilitating Member oversight and scrutiny to inform any requisite decisions being taken under urgency procedures following the meeting.
  - 2. The following items were presented for consideration under urgency procedures in the absence of a formal meeting (and with the expectation that there will be no quorate formal meeting in the coming period, in view of the ongoing COVID-19 crisis). Therefore, it was proposed to take these decisions under urgency for the time being, following consultation with Members, so that the grant awards can be progressed without delay.

## **Decisions Taken**

That the Town Clerk, in consultation with the Chairman and Deputy Chair, agreed to:

### **Item 7a: Grants Recommended Between £100,001 and £250,000**

Approve the recommended amounts:

1. Castlehaven Community Association

**APPROVED** £143,000 over three years (£46,000; £46,500; £50,500) towards the full-time salary and associated running costs of the Greenworks Co-ordinator plus project running costs. Release of funds in Year 1 is conditional on a satisfactory budget for 2020-21 being provided.

2. Council of Somali Organisations

**APPROVED** £145,000 over three years (£49,000; £48,000; £48,000) towards a 0.6FTE salary and associated costs of a project to support SCVOs in influencing decisions affecting Somalis in London. Release of the grant in years 2 and 3 is subject to management accounts evidencing progress in reducing the gap between free unrestricted reserves and the policy target.

3. St. Margaret's House Settlement

**APPROVED** £104,960 over three years (£36,340; £34,380; £34,240) towards the salary, running and project management costs of the arts programme for disabled adults.

4. St. Paul's Church West Hackney

**APPROVED** £105,000 over 3 years (3x35,000) towards the Posh Club Co-ordinator's salary (3.5dpw), Kitchen Manager's salary (1dpw) and towards associated running costs to deliver 30 x 4-hour TPC events per annum for older people.

5. Young Camden Foundation

**APPROVED** £135,000 over three years (£50,000; £45,000; £40,000) as core funding to support the Young Camden Foundation's work for voluntary sector organisations working with children and young people.

6. Alliance for Inclusive Education

**APPROVED** £109,700 over two further and final years (£54,400; £55,300) towards an Inclusion Champion post (2.5 days per week), the Policy Co-ordinator (0.5 days per week) and a proportion of the Director's time (5 hours per week) and the Communications Officer (1 day per month), as well as the costs of developing the e-hub, and training and capacity building costs.

7. Aurora Foundation for People Abused in Childhood

**APPROVED** £28,400 made up of £18,400 over one year towards therapists' fees, clinical supervision, premises and management costs and £10,000 to develop a robust fundraising plan and develop better links with local statutory providers.

8. Generate Opportunities Ltd

**APPROVED** £117,500 over three years (£38,500, £39,000, £40,000) towards the salaries of two Generate Voices Co-ordinators (15HPW each, one Co-ordinator to have lived experience of a learning disability) and associated project running costs.

9. School-Home Support

**APPROVED** £108,500 over three years (£36,000; £36,200; £36,300) for the salary and associated costs of a School-Home Support Practitioner (37.5hpw, term time only) to support the positive transitions of young people with mental ill health in Alternative Provision. The release of funding is conditional on the provision of a finalised Job Description for the role that includes specifications relating to experience of mental health work and any relevant qualifications.

10. Spinal Injuries Association

**APPROVED** £248,200 over 5 years (£48,300; £49,000, £49,600, £50,300, £51,000) for a f/t Project Support Officer and associated running costs to provide support, advice and advocacy for people experiencing spinal cord injury in London.

11. Urban Partnership Group

**APPROVED** £150,000 over three years (3 x £50,000) for a full-time ESOL tutor; Volunteer training; a contribution to creche facilities; exam registration and project management and administration costs.

12. Age UK Merton

**APPROVED** £248,000 over five years (£47,600; £48,600; £49,600; £50,600; £51,600) towards the costs of a full-time advice worker, management costs and associated running costs.

**Item 7b: Grants Recommended of £250,000 or Above**

Approve the recommended amounts:

13. Children Ahead Ltd

**APPROVED** £250,000 over five years (5 x £50,000) towards the costs of psychotherapeutic and other mental health support to young people, both boys and girls. Release of year 2 of the grant is conditional on the charity having recruited at least one woman to the Board of Trustees.

14. Froglife Trust

**APPROVED** £244,200 over five years (£46,500; £47,400; £48,700; £50,000; £51,600) for the salary of a f/t Project Manager and running costs for the Leaping Forward for Dementia project.

15. Rushey Green Timebank (RGTB)

**APPROVED** £323,500 over 5 years (5 x £64,700) towards a f/t Director of Lewisham Local plus associated running costs for the development and consolidation of Lewisham Local.

16. Chinese Mental Health Association

**APPROVED** £260,900 over 5 years (£50,700; £51,600; £52,600; £52,500; £53,500) for a Coordinator (0.8FTE), Support Worker (0.2FTE), volunteer expenses and running costs for the Chinese Wellbeing Service.

17. Graeae Theatre Company

**APPROVED** £260,400 (£49,920; £50,968; £52,048; £53,159; £54,304) towards the 0.8FTE salary costs of the Training and Learning Co-ordinator and associated costs of the Rollettes, The Young Company and The Ensemble Intensive training programmes.

18. Jewish Women's Aid

**APPROVED** £248,700 over 5 years (£47,300; £48,500; £49,700; £51,000; £52,200) for a Domestic Abuse Worker (35 hpw) and associated costs for its London service.

19. Kids Can Achieve

**APPROVED** £183,600 over three years (£60,000; £61,200; £62,400) towards the salary of one f/t Family Worker; individual and family therapy sessions and a contribution to building and organisational running costs.

20. Maggie Keswick Jencks Cancer Caring Centres Trust

**APPROVED** £200,000 over five years (5 x £40,000) towards the salary and on costs of a Senior Welfare Rights and Benefits Worker in London.

**Item 7c: Applications Ordinarily Approved Under Delegated Authority**

Approve the grant recommendations:

21. Just for Kids Law

**APPROVED** £100,000 over three years (£45,000; £35,000; £20,000) of core support for JFKL's holistic casework in London, including rent and core expenditure.

## 22. Cripplegate Foundation

**APPROVED** £95,000 over 2 further and final years (£40,000, £55,000) towards staffing and operational costs of the Saturday Socials older persons programme delivered through Islington Giving.

## 23. Rushey Green Timebank (RGTB)

**APPROVED** £94,000 over 2 further and final years (£49,800, £44,200) towards the salary of a p/t (21 hpw) Co-ordinator and freelance sessional staff and associated costs of maintaining and developing the community green space.

## 24. Sound Minds

**APPROVED** £63,000 over five years (£15,000; £14,000; £13,000; £12,000; £9,000) for core costs to underpin the successful running of the organisation through and beyond the recruitment and hand-over of a new CEO.

## 25. Wac Arts

**APPROVED** £100,000 towards the capital costs of improved access facilities to the Old Town Hall.

### **Item 8a: Applications Recommended for Rejection**

Reject the grant applications detailed in the accompanying schedule.

### **Item 18: Any Other Business that the Chairman considers urgent and which the Committee agree should be considered whilst the public are excluded**

(Support for Smaller Organisations in the Wake of Covid-19 – Report of the CGO)

Agree to your officers implementing a programme of one-off unrestricted grants, equivalent to a single quarterly payment, to current grantees with turnover of less than £500,000 to ensure their resilience and to compensate for their sudden and unexpected loss of earned income. Individual grants will be approved by the Chief Grants Officer under delegated authority.

- b) **7 April 2020** – Urgency - Temporary amendments to thresholds for grant approvals under delegated powers and the Scheme of Delegation to Officers (Chief Grants Officer)

1. Following the establishment of the London Community Response Fund, decisions on the first wave of applications were due during the week commencing 6 April 2020.
2. Ordinarily, the Chief Grants Officer & Director of City Bridge Trust (CGO) would consider and approve grants up to a certain threshold. However, the CGO was seconded full-time to the London-wide COVID-19 response and the ordinary tempo of decision making by Committee was disrupted by the cancellation of meetings and the redeployment of staff who would ordinarily support the decision-making process.

3. Therefore, it was proposed to both amend the threshold of delegation to allow the Deputy Director of City Bridge Trust (DCGO) to act in the CGO's absence and increase the threshold at which the CGO or DCGO can approve grants, without recourse to the City Bridge Trust Committee or the Town Clerk.
4. The proposed amendments would be subject to review after three months of operation. Moreover, a report for information would be submitted to The City Bridge Trust Committee summarising grant making made under these arrangements. The CGO and the Comptroller & City Solicitor were content with the proposals following consultation.
5. In line with procedure pertaining to the amendment of the Scheme of Delegations, approval was also sought from the Policy & Resources Committee before the proposals were submitted for the approval of the Court of Common Council.
6. With the first wave of applications to the London Community Response Fund ready for decision during week commencing 6 April 2020, approval was sought under urgency to enable the DCGO to take the decisions necessary for grants to be disbursed in a timely and effective manner, given the CGO's full-time secondment to the pan-London COVID-19 response.
7. The Court of Common Council was, therefore, asked to amend the threshold of delegated power for grant making so that:
  - Applications of up to £50,000 may be approved by the Chief Grants Officer (CGO) in their absence, the Deputy Chief Grants Officer (DCGO);
  - Applications of between £50,001 and £100,000 to be approved by the CGO or in their absence the DCGO, in consultation with the Chamberlain.
  - Applications of between £100,001 and £250,000 to be approved by the CGO or in their absence the DCGO in consultation with the Chamberlain and the Chair and Deputy Chair; and
  - Applications of more than £250,000 to be approved by The City Bridge Committee.
8. It was also asked to amend the Scheme of Delegation to Officers as follows (amendment underlined):
  - Authority to be delegated to the Chief Grants Officer & Director of City Bridge Trust or, in their absence, the Deputy Director of City Bridge Trust, to be exercised either:
    - a) at the direction of the Town Clerk & Chief Executive or
    - b) in the absence of the Town Clerk & Chief Executive

to act in consultation with any relevant Chairman and Deputy Chairman in cases where urgent decisions may be required as provided for in Standing Order No. 41, in respect of Bridge House Estates and/or any other charity in

which the City of London Corporation has a material interest, and also in cases (whether under Standing Order 41 or otherwise) where action may be taken under authority delegated by a Committee in respect of Bridge House Estates.

c) **19 May 2020** – Urgency – Grants Decisions – May 2020

1. Due to the circumstances arising from the COVID-19 outbreak, City Bridge Trust has a significantly reduced number of grant applications requiring a decision and therefore a limited amount of business for decision to be submitted to the City Bridge Trust Committee for its May 2020. In lieu of a formal meeting and the subsequent impact on resources, it was proposed that the business requiring a decision during May 2020 be circulated to Members of the Committee for comment and then progressed under urgency. Prior to progressing the decision, the reports were circulated to all Members of the Committee to seek their views and allow for any comments or issues to be raised. As there were no objections to the recommended decisions, it is now requested that they be progressed under urgency.
2. It was proposed to take these decisions under urgency, following consultation with Members, so that the grant decisions can be communicated to organisations without delay and any grant approvals can be progressed as soon as possible.

**Decisions Taken**

That the Town Clerk, in consultation with the Chairman and Deputy Chair, agreed to:

**a) Grants Recommended of £250,000 or Above**

Approve the recommended amounts:

1. FareShare

£376,600 over five years (£76,400, £76,300, £77,100, £73,000, £73,800) for the FT salary of the London Development Manager and associated project costs. Release of the third quarter's payment is conditional on receiving required financial information.

**b) Applications Recommended for Rejection**

Reject the grant applications detailed in the accompanying schedule.

d) **19 May 2020** – Urgency – Risk Register for City Bridge Trust – May 2020

1. Due to the circumstances arising from the COVID-19 outbreak, City Bridge Trust has a significantly reduced number of grant applications requiring a decision and therefore a limited amount of business for decision to be submitted to the City Bridge Trust Committee for its May 2020. In lieu of a formal meeting and the subsequent impact on resources, it was proposed that the business requiring a decision during May 2020 be circulated to Members of the Committee for comment and then progressed under urgency. Prior to

progressing the decision, the reports were circulated to all Members of the Committee to seek their views and allow for any comments or issues to be raised. As there were no objections to the recommended decisions, it is now requested that they be progressed under urgency.

2. Approval of this report was requested under urgency as the BHE Risk Register is an essential requirement of year end account closure. In addition, the BHE auditors have requested sight of these risk registers as part of their interim audit ahead of the year-end approval of the 2019/20 BHE Annual Report. We must demonstrate to the auditors that the CBT register has been recently reviewed by the overseeing Committee (acting on behalf of the Trustee).

### **Decisions Taken**

That the Town Clerk, in consultation with the Chairman and Deputy Chair, agreed to:

- a) review the six risks currently on the register for this Committee and confirm that appropriate control measures are in place; and
  - b) confirm that there are no other risks relating to the services overseen by the CBT Committee which should be added to the BHE risk register.
- e) **5 June 2020** – Urgency – Covid-19 Response – Bridge House Estates: London Community Response Fund Update
1. On 16 March 2020, the City Bridge Trust Committee and the Court of Common Council resolved under Urgency procedures to - (a) allocate £1 million out of its agreed Bridging Divides funding envelope of £125m over five years (2018 – 2023) towards a ‘pooled’ fund to support London’s civil society organisations adversely affected by the Covid-19 outbreak, and (b) to agree that the City Corporation as trustee of Bridge House Estates could establish and administer the fund, working with London Funders and its members.
  2. On 3 June 2020, the Chief Grants Officer and Director of City Bridge Trust (CGO) submitted an urgent report updating on the London Community Response Fund (LCRF), the restricted fund which was established within the ancillary object of Bridge House Estates in response to the Covid-19 health pandemic, to establish a collective response with other funders to support London’s civil society in furtherance of the Bridge House Estates funding policy, Bridging Divides. LCRF is administered by City Bridge Trust.
  3. Authority was sought to allocate to the LCRF a further £5 million from City Bridge Trust’s agreed funding budget for the purposes of the on-going Covid-19 response, and to confirm that the City Bridge Trust Committee may make any further allocations from City Bridge Trust’s agreed funding budget to the London Community Response Fund in responding to the Covid-19 health pandemic and in delivering the objectives of *Bridging Divides*.
  4. This proposal was endorsed by the City Bridge Trust Committee under urgency procedures by the Town Clerk, in consultation with the Chairman and Deputy



Chair, and submitted to the Court of Common Council for approval. As this decision was taken in conjunction with further proposals, there is additional information on this decision in the non-public report at Item 19.

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