

THE CITY BRIDGE TRUST COMMITTEE

Thursday, 12 March 2015

Minutes of the meeting of The City Bridge Trust Committee held at Guildhall, EC2 on
Thursday, 12 March 2015 at 1.45 pm

Present

Members:

Jeremy Mayhew (Chairman)
Alderman Alison Gowman (Deputy Chairman)
Ken Ayers
Deputy Billy Dove
Simon Duckworth
Marianne Fredericks
Deputy the Revd Stephen Haines
Vivienne Littlechild
Edward Lord
Wendy Mead
Ian Seaton

Officers:

Simon Latham	Town Clerk's Department
Philippa Sewell	Town Clerk's Department
Steven Reynolds	Chamberlain's Department
Laura Yeo	Chamberlain's Department
Anne Pietsch	Comptroller and City Solicitor's Department
David Farnsworth	The City Bridge Trust
Jenny Field	The City Bridge Trust
Sandra Davidson	The City Bridge Trust
Martin Hall	The City Bridge Trust
Sandra Jones	The City Bridge Trust
Joan Millbank	The City Bridge Trust
Julia Mirkin	The City Bridge Trust
Ciaran Rafferty	The City Bridge Trust
Tim Wilson	The City Bridge Trust
Rachel Mortell	Public Relations Office

In Attendance:

- David Warner, London Funders
- Amanda Tincknell, Cranfield Trust
- ACEVO
- Action on Disability
- Action on Stammering Children
- Chiswick House & Gardens Trust
- Haven
- Wandsworth Older People's Forum

1. **APOLOGIES**

Apologies were received from the Right Hon. The Lord Mayor, Stuart Fraser and Deputy Stanley Ginsburg.

The Chairman welcomed David Warner from London Funders and Amanda Tincknell from the Cranfield Trust to the meeting.

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

The Deputy Chief Grants Officer declared a non-pecuniary interest in item 9(b) by virtue of being a Trustee of the National Council for Voluntary Organisations (NCVO).

3. **STRENGTHENING LONDON'S VOLUNTARY SECTOR**

The Board received presentations from David Warner from London Funders and Amanda Tincknell from the Cranfield Trust, after which Members of the Committee had the opportunity to ask questions.

Mr Warner advised the Committee that the voluntary sector was going through a period of change and challenge, as local authorities had to make significant cuts. This had resulted in a lack of charitable funding coupled with increased need. Mr Warner reported that many organisations were looking at more innovative ways to deliver services and that there was a growing recognition that more support was needed for charitable infrastructure, i.e. second tier organisations, in place to support front-line services. Mr Warner confirmed that London Funders was working with its partners to challenge the level and structure of existing infrastructure, and advised that the City Bridge Trust and City of London Corporation were uniquely placed to provide leadership in this area.

Ms Tincknell built on Mr Warner's presentation, speaking specifically about the work Cranfield Trust was doing in London. Members noted that the Cranfield Trust supported charities and other not-for-profit organisations through pro bono management consultancy projects and HR advice and information. Ms Tincknell advised that the organisations being helped by the Cranfield Trust were specialists in delivering their service but required the business expertise of volunteers who in turn were supported by a staff team of regional Project Managers and HR specialists. Ms Tincknell advised that there were three main concerns regarding skills and management: resistance to change; lack of funding for business/management support; and inexperience in planning and forecasting.

In response to Members' queries, Ms Tincknell advised that many charities didn't seek to merge until they were already financially unstable, and Mr Warner added that ensuring joined up service provision was the priority. Mr Warner confirmed that London Funders continued to be the voice of the funding community in deliberations, influencing organisations to work together to make the most effective use of limited resources. Mr Warner advised that there was an understanding that the voluntary sector needed to build on its partnership work with other sectors, and Members noted that many charities

were already financially stripped to provide services, and had limited funds for 'invest to save' schemes.

The Chairman thanked Mr Warner and Ms Tincknell for their presentations.

4. **MINUTES**

RESOLVED – That the minutes of the meeting held on 28 January 2015 be approved as a correct record.

5. **OUTSTANDING ACTIONS**

Members received the Outstanding Actions update, noting that all the items were being considered at today's meeting.

RESOLVED – That the report be noted.

6. **PROGRESS REPORT AND EVENTS**

The Committee received the regular progress report and events update of the Chief Grants Officer. Members discussed the branding for the 20th Anniversary Year, amending the strapline to read "City Bridge Trust: 20 years of investing in Londoners", and reviewing the logo proposals. Members agreed the Vision, Mission and Values, and, with regard to the elevator pitch, requested officers to revise the wording and examples used and look into including figures demonstrating the reach of the City Bridge Trust. These revisions would be incorporated in a short communications briefing paper, to be circulated electronically to Committee Members by the end of March 2015, which would also include any feedback Members had on the proposed Questions and Answers.

RESOLVED – That:

- (a) "Celebrating" be removed from the strapline;
- (b) The elevator pitch be revised in line with Members' comments;
- (c) Any feedback on the proposed Questions and Answers be forwarded to officers;
- (d) A short communications briefing paper be circulated electronically to Committee Members by the end of March 2015; and
- (e) The report be noted.

7. **BUSINESS PLAN 2015-16**

The Committee received a report of the Chief Grants Officer which introduced the City Bridge Business Plan for 2015-16. Members discussed the plan, noting that the Vision and Mission would be aligned with the changes made previously in the meeting, and that a target date would be added for the Social Investment Communications Plan. The Chairman asked the Town Clerk to review Business Plans at the next opportunity, with a view to making them more accessible, and requested that Departmental Objective 5 be reworded to read: "To ensure that the Trust is led by strategic decisions and is resourced appropriately to deliver quality outcomes."

RESOLVED – That the Business Plan for 2015-16 be approved.

8. **INVESTING IN LONDONERS STATISTICS SEPT 2013 - FEB 2015**

The Committee considered a report of the Chief Grants Officer which gave a statistical analysis of the 401 applications submitted from September 2013 to January 2015 (16 months), and the 165 grants awarded (totalling £12,375,042) from January 2014 to January 2015 (12 months). Officers advised that the general standard of applications had risen, leading to a higher success rate.

Members discussed the spread of applications by London boroughs, noting that, although work could be undertaken to address any major discrepancies in funding against deprivation level, it was too early for any firm trends to emerge.

RESOLVED – That the report be noted.

9. **GRANT APPLICATIONS STATISTICAL REPORT**

The Committee considered a report of the Chief Grants Officer summarising applications received and action taken under the 2014/15 grants programmes.

RESOLVED – That:

- (a) Officers put formal arrangements in place to carry forward the sum unspent from the 2014/15 grants budget into the grants budget for 2015/16; and
- (b) The report be noted.

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

10a **Youth Inclusion Event - Recommended Grant £24,000**

Members discussed the application, and requested details of the event be circulated electronically to Committee Members, and that the newly appointed Chairman of the City Youth Forum, Lulu Watuta, be invited to this event.

RESOLVED – That:

- (a) A sum of up to £24,000 be allocated to support a Youth Inclusion event at Mansion House in May 2015;
- (b) Details of the event be circulated electronically to Committee Members; and
- (c) The Chairman of the City Youth Forum be invited.

10b **NCVO-CES Merger - Recommended Grant £50,000**

Members discussed the application and, in response to a Member's question, officers confirmed that free reserves of £812,525 were forecast for the next financial year (2015/16), £690,000 of which had been allocated for activities to benefit the National Council for Voluntary Organisations (NCVO)'s membership. The Committee voiced its support for the merge, but queried the recommended grant in relation to the level of benefit London would receive, and suggested a more proportionate amount be funded.

RESOLVED – That a grant of £25,000 over one year to the National Council for Voluntary Organisations (NCVO) be approved, to support the successful merger between NCVO and the Charities Evaluation Services (CES).

10c Heart of the City - Recommended Grant £278,328

Members discussed the application, asking for and receiving further assurance from the Comptroller & City Solicitor that this application was not seeking to substitute existing funding from elsewhere in the City of London Corporation. Heart of the City was eligible to secure funding from the City Bridge Trust under existing policies, and the City Corporation's role in the Heart of the City charity did not give rise to a conflict of interest.

In response to a Member's concern, officers advised that Heart of the City would not duplicate work being done by other charities, and confirmed that this application had been subject to the same due diligence as all other applications. Members requested that the charity be requested to consider inviting a representative from the City Bridge Trust to join its Board.

RESOLVED – That:

- (a) A grant of £278,328 over three years (£118,820; £102,008; £57,500) to Heart of the City be approved, to roll out its Corporate Social Responsibility Newcomer programme across Greater London and to deepen the connections between the London business sector and the voluntary and community sector, building on the combined networks of the charity and City Bridge Trust; and
- (b) The Heart of the City be requested to consider inviting a representative from the City Bridge Trust to join its Board.

10d Social Finance - Recommended Grant £50,000

RESOLVED - That a grant of £50,000 over one year to Social Finance for a Lambeth-based mental health pilot be approved, with the award to be charged against City Bridge Trust's Strategic Initiatives allocation for 2014/15.

10e Chiswick House and Gardens Trust - Recommended Grant £89,100

Members discussed the application, and asked for officers to bring back further information regarding who the charity would be benefitting with reference to the nature of the disadvantage they faced, how the charity were raising funds locally and the reasons for the level of funding being requested.

RESOLVED – That the application be deferred.

10f Kingston Environment Centre (KEC) - Recommended Grant £27,000

Members noted this organisation was currently registering with the Charity Commission.

APPROVED - £27,000 over three years (3 x £9,000) for the salary of a part-time (14 hours per week) Biodiversity Network Co-ordinator and associated costs.

10g **Action for Stammering Children (ASC) - Recommended Grant £60,000**

APPROVED - £60,000 over a further two years (2 x £30,000) for the costs of providing specialist consultations to young Londoners.

10h **Metro Centre Limited - Recommended Grant £119,600**

APPROVED - £119,600 over three years (£36,700, £41,100, £41,800) for the salary of a part-time (3.5 days per week) Service Co-ordinator; clinical supervision; room hire; and associated running costs.

10i **National Association for People Abused in Childhood (NAPAC) - Recommended Grant £31,000**

APPROVED - £31,000 over three years (£10,000; £10,500; £10,500) for the costs of 6 support groups in London for adult survivors of childhood abuse.

10j **Shepherds Bush Families Project and Children's Centre - Recommended Grant £96,000**

APPROVED - £96 000 over three years (3 x £32 000) for the costs of delivering 720 hours of family counselling per year and related running expenses. Each year, the grant is to be apportioned as: Family counsellor - 60% of sessional payment costs of £18,200; Project management of £2,300; and 10% contribution to overheads of £11,500.

10k **Action on Disability - Recommended Grant £121,300**

APPROVED - £121,300 over 3 years (£41,400, £39,600, £40,300) towards a full-time Independent Living Officer and associated running costs.

10l **Frenford Clubs - Recommended Grant £54,000**

APPROVED - £54,000 over three years (£22,000; £18,000; £14,000) towards the salary of a 22 hours per week Disability Activity Development Coordinator, and related running costs, to increase disabled people's participation in sports.

10m **Mind in Croydon - Recommended Grant £143,600**

APPROVED - £143,600 over three years (£48,500; £47,000; £48,100) for the salary of a full-time Sports Co-ordinator and some related project costs.

10n **Sutton Mencap - Recommended Grant £102,000**

APPROVED - £102,000 over three years (£33,000, £33,000, £36,000) for the salary of a part-time (3 days per week) Community Activities Project Manager and related project costs.

10o **Action on Elder Abuse - Recommended Grant £44,420**

APPROVED - £44,420 over three years (£11,900; £14,300; £18,220) towards project set-up costs (i.e. recruitment, training and support of volunteer buddies) of the Buddying service in three London boroughs.

10p **AESOP Arts and Society Limited - Recommended Grant £45,900**

APPROVED - £45,900 over one year towards the choreographic commission, and delivery and evaluation, of the Dance to Health programme at the AmicusHorizon Sheltered Housing Scheme In Lambeth and the Redbridge Jewish Community Centre. Grant is subject to the appointment of a suitably qualified treasurer.

10q **Dulwich Picture Gallery - Recommended Grant £40,000**

APPROVED - £40,000 over 3 years (£13,280; £13,320; £13,400) towards the costs of a music and visual arts project for older people with dementia and their carers.

10r **North London Hospice - Recommended Grant £90,000**

APPROVED - £90,000 over three years (3 x £30,000) towards the salary costs of the full-time Psychosocial Therapies Lead post within the Day Service programme.

10s **South Thames Crossroads - Caring for Carers - Recommended Grant £140,000**

APPROVED - £140,000 over 3 years (£47,000; £46,000; £47,000) for the salary of a full-time Older Carers Peer Support Coordinator and the running costs of a project setting up and supporting small neighbourhood-based groups of older carers.

10t **Sydenham Garden - Recommended Grant £39,100**

APPROVED - £39,100 over three years (£126 770; £136030; £13,300) towards the costs of a part-time (1 day per week) Project Worker's salary, project costs, and overheads.

10u **Haven - Recommended Grant £76,600**

APPROVED - £76,600 over three years (£13,500; £31,200; £31,900) towards the salary, and associated running costs, of a full-time Welfare Benefits and Money Adviser.

10v **Kingston Churches Action on Homelessness - Recommended Grant £87,800**

APPROVED - £87,800 (£27,900; £29,240; £30,660) towards the part-time (25 hours per week) Adviser post, direct costs of the Housing Crisis Intervention Service, and a 10% contribution to overheads.

10w **Association of Chief Executives of Voluntary Organisations (ACEVO) - Recommended Grant £29,500**

APPROVED - £29,500 for research to support and inform the Loneliness Project. A first payment of £14,750 is to be made, followed by £14,750 on satisfactory completion of the research.

10x **London Play - Recommended Grant £138,000**

APPROVED - £138,000 over three years (£37,400, £47,700, £52,900) towards the salary of a part-time (3 days per week) Play Works. Mentor; costs of training playground staff; and related operational and management costs. Release of the grant is subject to the receipt of satisfactory quarterly management accounts.

10y **Partnership for Young London - Recommended Grant £142,000**

APPROVED - £142,000 over three years (£47,300, £47,000, £47,700) for a part-time (4 days per week) Development Lead, related admin support (0.5 days per week), associated running costs, and the costs of events and training sessions.

10z **Voluntary Action Islington Limited - Recommended Grant £96,900**

APPROVED - £96,900 over two years (£48,000, £48,900) for the costs of a part-time (4 days per week) Project Officer; 1 day per week Senior Project Officer; associated running costs; and the costs of delivering training courses.

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

11a **Grants Recommended for Rejection**

The Committee considered a report of the Chief Grants Officer, which recommended that twenty one grant applications be rejected for the reasons identified in the schedule attached to the report. Members discussed why Farms for City Children had been rejected, and noted that the Trust had a long-standing arrangement not to fund individuals. Officers confirmed that the application, and reasons for rejection, had been discussed with the organisation. A Member suggested that officers might review the policy on funding such activities, where funds were requested in the form of subsidies to individuals.

RESOLVED – That:

- (a) Twenty one grant applications detailed in the schedule, attached to the report, be rejected; and
- (b) Officers review the approach to funding activities by way of subsidising individuals.

At this point, the time limit for Committee meetings, as set out in Standing Order 40, had been reached, but there being a two-thirds majority of the Committee present who voted in favour of an extension, the Committee agreed to continue the meeting.

11b Grants Approved under Delegated Authority

The Committee received a report of the Chief Grants Officer which advised Members of ten expenditure items, totalling £39,300, which had been presented for approval, under delegated authority, by the Chief Grants Officer, in consultation with the Chairman and Deputy Chairman. Officers reported that one application, Wandsworth Older People's Forum (WOPF), had yet to be approved.

198 Contemporary Arts and Learning	£2,000 to match CEP (Creative Employment Programme) funding towards the wage costs of 1 Apprentice for 1 year between June 2014 and June 2015. The national minimum wage must be paid.
English National Opera	£2,000 to match CEP funding towards the wage costs of 1 Apprentice for 1 year. The national minimum wage must be paid and the organisation must be the direct employer.
Venture Association Community	£2,000 to match CEP funding towards the wage costs of 1 Apprentice for 1 year. The national minimum wage must be paid.
Downside Settlement	£2,600 (6.5 days at £400 per day) to provide an eco-audit.
ELATT (East London Advanced Technology Training)	£2,800 (7 days at £400 per day) to provide an eco-audit.
Manor House Development Trust	£2,600 (6.5 days) to provide an eco-audit.
Brent Citizens Bureau Advice	£2,000 for the cost of commissioning an independent access audit.
SS Robin Trust	£4,300 for an access audit and consultation to inform the development of the SS Robin.

Wandsworth Older People's Forum (WOPF)	£15,000 over three years (3 x £5,000) to pay for the printing and distribution of 4,000 newsletters quarterly for 3 years.
Legal Education Foundation	£4,000 to support the Early Action Funders' Alliance.

11c Withdrawn and Lapsed Applications

The Committee received a report of the Chief Grants Officer, providing details of eleven applications which had been withdrawn or which had lapsed. Officers reported that one of these applications, from SPID Theatre Company, was no longer being withdrawn.

RESOLVED – That the report be noted.

11d Variations to Grants

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

RESOLVED – That the report be noted.

11e Reports on Monitoring Visits

The Committee received a report of the Chief Grants Officer about one visit that had taken place. A Member updated the Committee about a visit she had undertaken to Adfam, a national organisation working with and for families affected by drugs and alcohol, which had been awarded a grant from the City Bridge Trust in September 2014.

RESOLVED – That the report be received.

12. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

A Member queried the current meeting schedule with regard to the balance between strategic discussion and grant consideration during Committee meetings.

RESOLVED – That the Chairman, Deputy Chairman and Chief Grants Officer discuss the meeting schedule.

13. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT

The Chairman thanked Deputy Ken Ayers for his service on the Committee, as his term was at an end and he did not intend to stand for re-election.

14. 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
14, 16	3
15	-

15. **NON-PUBLIC MINUTES**
RESOLVED – That the non-public minutes of the meeting held on 28 January 2015 be approved as a correct record.
16. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**
There were no questions.
17. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**
There were two items of other business.

The meeting ended at 4.00 pm

Chairman

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