

THE CITY BRIDGE TRUST COMMITTEE

10 January 2013

**MINUTES OF THE MEETING OF THE CITY BRIDGE TRUST COMMITTEE
HELD AT GUILDHALL, EC2 ON THURSDAY, 10 JANUARY 2013 AT
1:45PM.**

Present

Members:

Deputy Billy Dove (Chairman)
Deputy Wendy Mead (Deputy Chairman)
John Bird
Ray Catt
Alderman Alison Gowman
Michael Henderson-Begg
Alderman Peter Hewitt
Vivienne Littlechild
Deputy Edward Lord
Deputy Joyce Nash
Jeremy Mayhew
Ian Seaton

Officers:

Greg Moore	- Town Clerk's Department
Steve Reynolds	- Chamberlain's Department
Jenna Rigley	- Chamberlain's Department
Clare Thomas	- Chief Grants Officer
Sandra Davidson	- The City Bridge Trust
Stewart Goshawk	- The City Bridge Trust
Jemma Grieve Combes	- The City Bridge Trust
John Merivale	- The City Bridge Trust
Joan Milbank	- The City Bridge Trust
Ciaran Rafferty	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
Susanna Lascelles	- Public Relations Office

Also Present:

Representatives from the following organisations, whom the Chairman welcomed to the meeting, were also present:-

- Greater London Forum for the Elderly (in connection with the **Age UK London** application) (**Annex 4**)
- National Autistic Society (**Annex 15**)

- Sense (**Annex 17**)

1. APOLOGIES

Apologies for absence were received from Deputy Ken Ayers and Deputy Revd Stephen Haines.

The Chairman took the opportunity to congratulate Michael Henderson-Begg on the award of an MBE in the New Years' Honours List, thanking him for his contribution to the City of London Corporation over his thirty-five years as a Common Councilman.

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

There were none.

3. MINUTES

The public minutes and summary of the meeting held on 29 November 2012 were approved.

4. OUTSTANDING ITEMS

The Committee received a report of the Town Clerk identifying those items raised at meetings of the Committee that required further action by officers.

With regard to the grant awarded to the Guildhall School Trust for the Milton Court scheme, Members sought further clarity on whether the level of access which was being funded was the statutory requirement or whether this was over and above what was legally necessary, and the Chief Grants Officer undertook to look in to the issue and report back.

RESOLVED: That the contents of the report be noted.

5. TERMS OF REFERENCE

In accordance with the resolution of the Court of Common Council of 6 December 2012, the Committee considered its Terms of Reference.

A Member noted a difference between the wording in the Trust's handbook for Members and the wording in the Terms of Reference under subsection (b)(iii), and the Chief Grants Officer undertook to check with the CyPres scheme and amend either the handbook or Terms of Reference as appropriate. With regard to the legal remit under subsection (a)(ii), the Chief Grants Officer advised Members that the Comptroller & City Solicitor had given assurances that the wording provided the Trust with very wide-ranging parameters, providing as broad cover as the Trust would ever need.

Members were asked to submit any queries or suggested improvements to the Town Clerk, who would liaise with the Chief Grants Officer and Comptroller & City Solicitor as to the suitability and legality of such changes.

RESOLVED: That Members be asked to submit any suggested amendments to the Town Clerk.

6. REVENUE BUDGETS 2013/14

The Committee considered a joint report of the Chamberlain and the Town Clerk concerning the proposed revenue budget for the services overseen by The City Bridge Trust Committee in 2013/14.

RESOLVED: That Members note the latest approved revenue budget for 2013/14 and approve it for submission to the Finance Committee, and authorise the Chamberlain to revise these budgets to allow for further implications arising from corporate projects.

7. PROGRESS REPORT AND EVENTS

The Committee received the regular progress report of the Chief Grants Officer which highlighted the various activities that were on-going or had recently concluded.

The Chief Grants Officer provided an update on the consultation exercise being undertaken as part of the quinquennial review process, advising that 50% of those surveyed had already replied with the closing date not until the next week. This was an excellent return, and given the obligation on the Trust to consult widely as part of the review process this would be a particularly good indicator to point to when reporting back to the charity commission.

RESOLVED: That the contents of the report be noted.

8a. GRANT APPLICATIONS

The Committee considered a report of the Chief Grants Officer, introducing the grants programmes and stating that a total of fifty-two applications would be dealt with at the meeting, of which one was a strategic initiative, twenty were recommended for grants and sixteen recommended for rejection, with ten having been withdrawn. Five grants were also noted as having been approved under delegated authority.

RESOLVED: That the contents of the report be noted.

8b. GRANT RECOMMENDATIONS AND ASSESSMENTS

The Committee considered a report of the Chief Grants Officer recommending grants to organisations.

During consideration of the applications before the Committee, the following comments were made by Members of the Committee and relevant officers:

- A Member noted at Annex 1 (Cricket for Change) that the application referred the thirty-two London boroughs, with no mention of the City. The Grants Officer assured Members that the City was not excluded and

undertook to point out the omission in the wording to the organisation's Chief Executive.

- With regard to Annex 4 (Age UK London), two typographical errors in the financial observations were amended, it being noted that the reference to the year 2101 should in fact be 2012, and that the level of reserves which Age UK London had calculated was in fact the minimum level, not the minimal level as stated. It was also clarified that Age UK London was distinct from the national body Age UK.
- In response to a Member's query at Annex 5 (Human Trafficking Foundation), the Chief Grants Officer gave assurances that the Trust's funding would be for work in London, which was particularly appropriate given that 38% of the known victims of trafficking resided in London. A Member, also the Chairman of the Licensing Committee, reminded Members of discussions that took place during the City's consultation over the licensing of sexual entertainment venues, where trafficking was raised as a key concern, it being a major problem in the Capital.
- At Annex 8 (St Luke's Trust), the Grants Officer clarified that the grant would be towards the salary of the project worker, not the running costs, and asked that the recommendation be amended accordingly.
- At Annex 10 (Rethink Mental Illness), the Grants Officer advised that the monitoring report for year two of the grant had now been received.
- The Chamberlain advised of a typographical error at Annex 17 (Sense), clarifying that the expenditure figure for charitable activities should read £60,902,555 rather than £60,962,555.
- In respect of the application at Annex 21 (Strategic Initiative: The Charterhouse) a Member noted that the accounts for the hospital appeared to be particularly healthy with reserves of £64.5million, and queried why the Trust's funding was therefore needed for the project. The Chief Grants Officer explained that the organisation was an endowed charity and accordingly the capital holdings could not be used for such projects, as there was a requirement to hold them in perpetuity. In addition, the organisation's reserves policy was to hold twelve months' worth of running costs as unrestricted free reserves, but they currently only held around three months' worth, so despite the large figures involved the organisation was not as well-funded as might first appear.

With regard to the level of public benefit, the Chief Grants Officer advised that the Charterhouse was of course a small and little-known venue, so a big launch to increase accessibility and knowledge of the venue was planned at the Museum of London, with interactive displays linking to the Charterhouse and the option for children to have school trips to both locations. Accordingly there would be an educational benefit, but also, there was the ability to host the exhibit across the City, perhaps at Guildhall or in the foyers of big City businesses, which would be a good way of promoting City philanthropy.

Members suggested that the Livery might be able to assist with the project and recommended the Chief Grants Officer contacted the

Chairman of the Livery Committee; further, it was noted that given the current Lord Mayor's focus on philanthropy it could well be worth involving his speechwriter, as he had undertaken a wealth of research on philanthropy in the City.

RESOLVED: That the following grants be approved:-

<u>Annex Number</u>	<u>Organisation (and Borough that Benefits)</u>	<u>Grant Approved</u>
Category: Accessible London – Arts & Sports		
1.	Cricket for Change (London-wide)	£120,000 over three years (3 x £40,000) towards the costs of sports coaching for young disabled Londoners, subject to the receipt of satisfactory signed audited accounts for 2011/12.
Category: Accessible London		
2.	National Council for Voluntary Organisations (London-wide)	£50,000 towards access improvements to NVCO's office and conference facilities.
Category: Bridging Communities		
3.	Hackney Quest (Hackney)	£120,000 over three years (3 x £40,000) towards the salary and delivery costs of the Volunteering Programme, with release of the grant in year one subject to receipt of quarterly management accounts.
4.	Age UK London (London-wide)	£67,000 over two years (£32,000; £35,000) towards the part-time salary (30 hours per week) and associated running costs of an Outreach Worker to involve BME elders in a London-wide advocacy and engagement hub.
Category: Exceptional		
5.	Human Trafficking Foundation (London-wide)	£120,000 over three years (3 x £40,000) towards HFT's core costs for anti-trafficking work in London.

Category: Growing Localities – Growing and Greening

6. Bankside Open Spaces Trust (Southwark and Lambeth) £49,980 over two years (£24,490; £25,490) towards the salary of a part-time (4 days per week) Environmental Action Co-ordinator and running costs of the Growing Bankside and Waterloo initiative.
7. London Wildlife Trust (Southwark) £43,770 over two years (£22,570; £21,200) towards the costs of a 3 day per week Project Officer and related volunteer costs, materials and equipment, and organisation overheads including 50% of project management costs and travel costs.
8. St Luke's Trust (City) £49,920 over two years (2 x £24,960) for the salary of a part-time Project Worker (30 hours per week).
9. Sustain (Alliance for Better Food and Farming) (London-wide) £49,920 over 17 months (£36,050; £13,870) for the salary of a part-time Project Officer (2 days per week) and running costs to develop Capital Growth's food growing network.

Category: Improving Londoners' Mental Health

10. Rethink Mental Illness (Several London boroughs) £39,000 for a third and final year's support of a part-time (3 days per week) Young People's Officer plus related activity costs for the Uthink London project, subject to the receipt of a satisfactory report for year two of the current grant.

Category: Older Londoners

11. Alzheimer's Society (Barking & Dagenham) £120,000 over three years (3 x £40,000) towards the costs of a full-time Dementia Advisor and other costs for a dementia service in the London Borough of Barking & Dagenham.
12. Camden Carers Centre (Camden) £96,000 over three years (£31,000; £32,000; £33,000) towards a full-time Social Activities Co-ordinator and on-

- costs on the condition that the balance of funding is raised from other sources and subject to receipt of signed accounts for 2011-12.
13. Eye Music Trust (Several boroughs) London £87,500 over three years (£36,300; £25,600; £25,600) towards the construction of a music/colour sensory space and for a series of workshops in care homes benefitting those with dementia.
14. Hackney Caribbean Elderly Organisation (Hackney) £53,150 over three years (£15,000; £18,800; £19,350) for a project to address dementia among the African-Caribbean community, subject to sight of a satisfactory organisational budget for the financial year 2013-14.

Category: Positive Transitions to Independent Living

15. National Autistic Society (Several boroughs) London £81,000 over two years (£43,500; £37,500) for the salary of a Transitions Support Co-ordinator for London and some running costs of a pilot project helping young people make the transition from school to adulthood.
16. Richmond Advice and Information on Disability (Richmond AID) (Richmond) £71,880 over three years (£24,850; £23,380; £23,650) for the salary of a part-time (3 days per week) Travel Buddy Co-ordinator with project costs.
17. Sense (London-wide) £71,400 over three years (£23,200; £23,800; £24,400) towards a project supporting deafblind children and young Londoners make the transition into adulthood.
18. Charlie Chaplin Adventure Playground (Lambeth and Southwark) £126,600 over three years (£34,400; £45,600; £46,600) towards staffing and on-costs for Charlie Chaplin Adventure Playground's YES project, on the condition that the full balance for years two and three is raised from other sources. Staffing costs to cover 1 day per week of the Project Co-ordinator, 2.5 days per week of the Senior Youth

19. Khulisa (Islington) Worker and 1.5 day per week of the Finance Adviser. £90,000 over three years (3 x £30,000) for 25% of the salary of a full-time Programme Manager, facilitators and on-costs of delivering the Silence the Violence programme in three London boroughs, conditional on the organisation revising its financial controls to require two signatories on all cheques and financial transactions.

Category: Strengthening the Third Sector

20. Hammersmith & Fulham Volunteer Centre (Hammersmith & Fulham, Brent) £150,000 over three years (3 x £50,000) for a full-time Connecting & Communities Project Co-ordinator, on-costs and associated project costs.

Category: Strategic Initiatives

21. The Charterhouse (London-wide) £152,000 to develop an exhibition on philanthropy in collaboration with the Museum of London, to be costed against the strategic initiatives budget for 2012/13.

8c. GRANTS RECOMMENDED FOR REJECTION

The Committee considered a report of the Chief Grants Officer recommending sixteen grant applications in the Working with Londoners programme be rejected for the reasons identified in the schedule attached to the report.

RESOLVED: That the grant applications detailed in the schedule attached to the report be rejected.

9a. WITHDRAWN & LAPSED APPLICATIONS

The Committee received a report of the Chief Grants Officer detailing ten applications that had been withdrawn.

RESOLVED: That the contents of the report be noted.

9b. GRANTS APPROVED UNDER DELEGATED AUTHORITY

The Committee received a report of the Chief Grants Officer advising Members of five grants, totalling £101,750, which had been approved under delegated authority since the last meeting of the Committee as follows:

- **Women's Environmental Network Trust** - £10,000 over two years (2 x £5,000) towards the salary and project costs to provide a package of outreach support to four BAME women-led community food growing projects in Tower Hamlets.
- **London Orchard Project Ltd** - £24,950 for the employment of a project manager and associated overhead costs for a third and final year, subject to a satisfactory report on the second year of the existing grant.
- **Ascension Community Trust** - £24,400 over two years (2 x £12,000; £12,400) towards the continuing cost of the Elders Project Co-ordinator's salary.
- **Somali Well Woman Project** - £17,500 for a third and final year for the salary of a part time health link worker and costs to develop healthy lifestyle programmes for Somali elders, subject to receipt of a satisfactory monitoring report for Year 2 of the previous grant.
- **Limes Community and Children's Centre** - £24,900 for a third and final year towards the costs of delivering the Stepping into Work project.

RESOLVED: That the contents of the report be noted.

9c. REPORTS ON MONITORING VISITS

The Committee received a report of the Chief Grants Officer relative to two visits that had been undertaken.

RESOLVED: That the contents of the report be noted.

10. QUESTIONS ON MATTERS RELATING TO THE WORKING OF THE COMMITTEE

There were no questions.

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

Departure of the Chief Grants Officer

The Chairman took the opportunity to advise Members that the Chief Grants Officer would be stepping down in June. He thanked her for her enormous contribution and hard work over the years, expressing his sadness to be losing such a valued member of staff and wishing her the very best for the future.

12. EXCLUSION OF THE PUBLIC

RESOLVED: - That under Section 100 A (4) 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 I of Schedule 12A of the Local Government Act as follows:-

Item Nos.
13 - 14

Exempt Paragraphs
3

13. NON-PUBLIC MINUTES

The non-public minutes of the meeting held on 29 November 2012 were approved.

14. SOCIAL INVESTMENT BOARD UPDATE

The Committee received a report of the Chief Grants Officer updating Members on progress made by the City of London Corporation's Social Investment Fund.

The Chamberlain noted that the Board was to review its investment criteria in the near future, and that this would be communicated to this Committee whenever completed through an update report.

15. QUESTIONS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

16. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREES SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED

There were no urgent items.

The meeting closed at 2.45pm

CHAIRMAN

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