

THE CITY BRIDGE TRUST COMMITTEE

Tuesday, 24 May 2016

Minutes of the meeting of The City Bridge Trust Committee held at Guildhall, EC2 on Tuesday, 24 May 2016 at 1.45 pm

Present

Members:

Deputy Billy Dove	Alderman Vincent Keaveny
Marianne Fredericks	Vivienne Littlechild
Alderman Alison Gowman	Edward Lord
Deputy the Revd Stephen Haines	Wendy Mead
Jeremy Mayhew	Ian Seaton

Officers:

Philippa Sewell	- Town Clerk's Department
Steven Reynolds	- Chamberlain's Department
Anne Pietsch	- Comptroller and City Solicitor's Department
David Farnsworth	- Chief Grants Officer
Jenny Field	- The City Bridge Trust
Ciaran Rafferty	- The City Bridge Trust
Jemma Grieve Combes	- The City Bridge Trust
Jack Joslin	- The City Bridge Trust
Julia Mirkin	- The City Bridge Trust
Shegufta Rahman	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
Stephanie Basten	- Communications Office

In Attendance:

- Sarah Greenwood, Trussell Trust
- Together for Mental Wellbeing
- The Poetry Society
- Age Exchange Theatre Trust
- Centre 404
- Streetgames
- Voluntary Action Harrow
- Salvation Army

1. APOLOGIES

Apologies were received from the Right Hon. the Lord Mayor Alderman the Lord Mountevans, Karina Dostalova, Simon Duckworth, and Stuart Fraser.

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

Alderman Alison Gowman declared two non-pecuniary interests: in St Hilda's East, by virtue of her firm carrying out pro-bono work for the organisation, and

in Toynbee Hall, on the list of withdrawn applications, by virtue of volunteering for them.

Ian Seaton declared a non-pecuniary interest in Chicken Shed, which was on the list of rejected applications, by virtue of his Livery Company supporting them.

Alderman Vincent Keaveny declared a non-pecuniary interest in St Hilda's East, by virtue of his firm carrying out pro-bono work for the organisation.

Vivienne Littlechild declared a non-pecuniary interest by virtue of supporting Islington Giving which was listed on the attended events.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

The Committee received an Order of the Court of Common Council of 21 April 2016 appointing the Committee and approving its Terms of Reference.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No.29. The Town Clerk read a list of Members eligible to stand and Alderman Alison Gowman, being the only Member who expressed her willingness to serve, was duly elected as Chairman of the Committee for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No.30. Jeremy Mayhew, as the immediate Past Chairman, confirmed he did not wish to serve as Deputy Chairman for this year. The Town Clerk read a list of Members eligible to stand and Ian Seaton, being the only Member who expressed his willingness to serve, was duly elected as Deputy Chairman of the Committee for the ensuing year.

RESOLVED UNANIMOUSLY: THAT the Members of the City Bridge Trust Committee express their sincere thanks to:

JEREMY PAUL MAYHEW

for the knowledgeable, humorous, and warm-hearted manner in which he has presided over the business of The City Bridge Trust Committee for the past 2 years.

As Chairman, Jeremy has considered almost 1,000 applications and awarded over £36m in grants. He has been a well-informed and committed Chairman, and his understanding and strategic oversight has helped ensure that the Committee has a clear focus, despite the continued challenges and pressures on public expenditure and the impacts on the charitable sector.

Jeremy has demonstrated a sincere commitment to representing The City Bridge Trust Committee in all manner of public events and activities with charm and professionalism. In fact, he has even been prepared to go into prison on behalf of the Trust! During his Chairmanship, Jeremy has overseen the significant development of the Trust's bridge between grant making and social

investment through the Stepping Stones fund work, and secured surplus income of the Bridge House Estates charity to be used for the City Bridge Trust's Grants Programme. This allowed for more proactive grant making and a more strategic response to the ever-changing needs of London and its civic society without affecting the monies available for the regular grants programme, allowing the Trust to enhance its role as London's largest grant-making trust in a time when capital, resources, and guidance for London's charitable sector is immeasurable.

Jeremy's wisdom in overseeing the Committee and administering the Trust's criteria with transparency and objectivity has ensured that hundreds of organisations large and small from across London, and the thousands of Londoners they serve, have all been supported by the Trust.

We warmly thank Jeremy for his leadership of the Committee and the continuing success of the Trust. It is the hope of his colleagues that he will continue to serve on the Committee and the City of London Corporation for many years to come and that he will be proud of the significant contribution that he personally has made to the achievements of the Trust.

6. **TRUSSELL TRUST**

The Committee received a presentation from Sarah Greenwood, London Foodbank Network Manager at the Trussell Trust, after which Members had the opportunity to ask questions.

Ms Greenwood thanked the Committee for their current and previous funding, and detailed some of the key work the Trussell Trust had been able to undertake, including opening new foodbanks, facilitating mental health and Health and Safety training, re-training for struggling foodbank members, and a number of public appearances, including on the BBC news. Ms Greenwood advised Members that there were 39 foodbanks and 96 centres in the network and the oversight allowed by the Network Manager post allowed for best practice and stress management information to be disseminated across the network, and a strategic team to be assembled to address the underlying reasons for poverty.

In response to Members' questions, Ms Greenwood reported that most referrals came from statutory agencies (primarily Citizens Advice Bureaux and Job Centres). Ms Greenwood advised that there was an increase in footfall but the Trussell Trust focussed on reducing the number of return visits, and increasingly on enabling people to solve the underlying problems affecting them, e.g. through provision of debt management advice.

The Chairman thanked Ms Greenwood for her presentation.

7. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the meeting held on 18 March 2016 be agreed as an accurate record.

Matters Arising

Members noted that the West London Gay Men's Project had changed their name to Spectra.

8. **APPOINTMENT TO THE SOCIAL INVESTMENT BOARD**

Members noted that the composition of the Social Investment Board included the Chairman of the City Bridge Trust Committee, for the time being, or his/her nominee. The Chairman confirmed that she would be taking up the appointment.

9. **OUTSTANDING ACTIONS**

RESOLVED – That the Outstanding Actions update be noted.

10. **QUINQUENNIAL REVIEW**

The Committee considered a report of the Chief Grants Officer regarding the next City Bridge Trust Quinquennial Review of its funding priorities. Members discussed the proposals, including a timeline from May 2016 to March 2018, an appropriate methodology, and the resource needs to support the Review.

Members agreed that this be discussed at the Committee Away Day scheduled for the morning of 20th October 2016.

RESOLVED – That the proposed Quinquennial Review principles, methodology and timeline be agreed, and a budget of £190,000 be approved to support the Review.

11. **PROGRESS REPORT**

The Committee received the regular progress report of the Chief Grants Officer and discussed the updates provided, including the London Living Wage accreditation and media coverage for the Trust received since the last meeting. Members noted that some applications were still outstanding over many months and the Chief Grants Officer agreed to consider these and ensure they would be resolved without delay.

RESOLVED – That the report be noted.

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

12a **St Clement and St James Community Development Project**

APPROVED - £94,500 over three years (£30,000; £31,500; £33,000) towards the salary of the full-time Adult Learning Manager and a contribution to project on-costs.

12b **British Refugee Council**

APPROVED - £112,000 over three years (£36,200; £37,300 and £38,500) towards staffing, running-costs and overheads of a counselling service for refugees in London.

12c **Community Activities Project Ealing - CAPE**

APPROVED - £91,000 over three years (£30,300; £30,200; £30,500) for a full-time Outreach Worker and associated running costs.

12d **Nafsiyat Intercultural Therapy Centre**

APPROVED - £98,850 over three years (£32,800; £32,950; £33,100) towards the costs of therapy provision; the psycho-social holding groups; the part-time (2 days per week) Community Link Worker; and a contribution to overheads.

12e **Thames Reach Housing Association Limited**

APPROVED - £90,000 over three years (3 x £30,000) towards the costs of Thames Reach's Mental Health Matters project delivering support to entrenched rough sleepers with undiagnosed mental ill-health. The award is conditional on the organisation using its own reserves towards the balance of funds needed for the project.

12f **The Log Cabin**

APPROVED - £62,300 over three years (£20,600, £20,700, £21,000) for the salary of a part-time counsellor (14 hours per week) including external clinical supervision costs.

12g **Together for Mental Wellbeing**

APPROVED - £111,270 over 2 years (£56,000; £55,270) for the salary of a full-time Peer Support Coordinator and related costs of a peer support programme in liaison and diversion services in North and West London, conditional on a revised monitoring framework.

12h **Limes Community and Children's Centre**

APPROVED - £119,850 over three years (£39,150, £39,950, £40,750) for the salary of a part-time (21 hours per week) Project Manager, Sessions/staff costs and associated project costs.

12i **Poetry Society**

APPROVED - £100,000 for access and related Improvement works at Poetry Place in Covent Garden.

12j **Sycamore Trust U.K.**

APPROVED - £112,100 over three years (£36,600; £37,400; £38,100) for a full-time Family Services Coordinator and related overheads.

12k **Women's Resource Centre**

APPROVED - £220,000 over three years (£85,000; £75,000; £60,000) towards securing the long-term sustainability of the London Violence Against Women and Girls (VAWG) Consortium.

12l **Age Exchange Theatre Trust**

APPROVED - £96,700 over two years (£47,850, £48,850) for the costs of the 'Inspired Caring' project for older carers and the people that they care for who have dementia, with the funding being released on receipt of satisfactory quarterly management accounts.

12m **Age Concern Brent**

APPROVED - £102,400 over three years (£33,900; £34,000; £34,500) for salary costs of a full-time Home Advocacy Worker and related running and volunteer costs for a project working with isolated people aged 75 plus.

12n **Attend**

APPROVED - £120,000 over three years (£39,000; £40,000; £41,000) towards the part-time salary (0.6 full-time equivalent) and associated running costs of a Friends of Dementia Project Lead, to strengthen the links between care home residents with dementia and their local community, on condition that satisfactory quarterly management accounts during year one are provided.

12o **Centre 404**

APPROVED - £119,800 over three years (£38,700; £39,900; £41,200) for the salary of a full-time Case Worker - Older Carers and associated running costs.

12p **Redbridge Carers Support Service**

APPROVED - £136,200 over 3 years (£44,750; £45,050; £46,400) for the salary of a part-time (28 hours per week) Carers Wellbeing Coordinator and towards related overheads and associated project costs.

12q **The Parochial Church Council Of The Ecclesiastical Parish Of St. Luke's Oseney Crescent**

APPROVED - £86,300 (£15,850, £33,150, £31,300) towards a part time Project Manager (22 hours per week) and Administrator (15 hours per week) and activity costs to work with those aged 15 and over.

12r **Ealing Law Centre**

APPROVED - £155,400 (3 x £51,800) towards the wages of two 0.6 full-time equivalent Caseworkers, running costs and overheads of providing legal advice on housing and welfare rights.

Members noted the increase in applications from Law Centres, and it was agreed that an update on the context and wider picture, including the Trust's links with the network of City Law Firms, should be provided at a future meeting.

12s **Home-Start Barnet**

APPROVED - £75,000 over three years (3 x £25,000) for the salary of a part-time (21 hours per week) Coordinator and related costs of providing support services, including money management guidance, to vulnerable families with young children in Barnet.

12t **Mary Ward Legal Centre**

APPROVED - £125,800 over three years (£42,100, £41,500, £42,200) for the salary of a full-time Welfare Benefits Caseworker and Volunteer Supervisor (all one post), together with associated project running costs.

12u **Paddington Law Centre**

APPROVED - £165,300 over three years (£54,200; £55,100; £56,000) for the salary and on-cost of a part-time Housing Caseworker (2.5 days per week) a Welfare Rights Worker (2 days per week), and a Project co-ordinator (1 day per week); plus associated running costs.

12v **St Hilda's East**

APPROVED - £117,000 over three years (£39,000 per annum) towards the costs of a 4 days per week Project Co-ordinator, 1 day per week Advice Worker, and associated running costs.

12w **Waltham Forest CAB**

APPROVED - £142,800 over three years (£46,500; £47,400; £48,900) towards the 0.8 Outreach Project Worker's salary, 0.2 of the Chief Executive's salary and project costs.

12x **Reach Volunteering**

APPROVED - £90,000 (2 x £45,000) for a further two years' contribution to the salaries and operational costs of the TrusteeWorks service for London.

12y **StreetGames**

APPROVED - £123,170 (£38,750, £45,550, £38,870) over 3 years towards the costs of a part time (3 days per week) Project Field Worker and on-costs for a volunteer management support programme for 60 Doorstep Sport organisations across London.

12z **Voluntary Action Harrow**

APPROVED - £85,200 over three years (£27,200; £28,200; £29,800) towards the salary of a part-time (21 hours per week) Monitoring, Evaluation and Impact Development Manager and project running costs.

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

13a **Applications recommended for rejection**

The Committee considered a report of the Chief Grants Officer, which recommended that twenty two grant applications be rejected for the reasons identified in the schedule attached to the report. Members queried rejections owing to grant applications from charities being submitted before three years had elapsed since their last grant, and officers undertook to add an additional warning before applications were commenced on the online portal.

RESOLVED – That twenty two grant applications detailed in the schedule attached to the report be rejected.

13b **Grants/expenditure considered under Delegated Authority**

The Committee received a report of the Chief Grants Officer which advised Members of eighteen expenditure items, totalling £312,625, 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 noted.

13c **Withdrawn and Lapsed Applications**

The Committee received a report of the Chief Grants Officer which provided details of fourteen applications which had been withdrawn or had lapsed.

RESOLVED – That the report be noted.

13d Review of eligibility cap on capital requests

The Committee received a report of the Chief Grants Officer reviewing the appropriateness of the current eligibility threshold on the total costs of redevelopments in relation capital grants. The current policy stated that up to £100,000 can be awarded for works which are part of a redevelopment or refurbishment of an existing building (not stand-alone or new build), and that the total cost of such redevelopments must not exceed £10m.

RESOLVED – That the current threshold of £10m for the total cost of building developments eligible to be considered for a capital grant should remain at £10m and that it be reviewed again as part of the next Quinquennial Review.

13e Future of London's Voluntary Sector Infrastructure Support

The Committee received a report of the Chief Grants Officer on the outcome of the research commissioned by the Trust into the future of infrastructure support for London's voluntary sector, and noted the proposed next steps. The report recognised that civil society support provision in London was currently uneven, and proposed a 'hub and spoke' model with a London Hub providing support at the pan-London level. Members noted that the structure of the London Hub could be a formally constituted organisation or a virtual network of different organisations delivering different functions, with the 'spokes' connecting the central hub and local communities varying according to local conditions.

Members noted that LVSC and GLV will each convene network meetings of their constituents (local councils for voluntary service and volunteer centres respectively); Heart of the City will bring together businesses and business brokerage services; and London Funders will convene a meeting of independent funders, in order to discuss the report's findings and agree how to move forward, and a meeting will also be sought with the new Mayor of London to discuss the GLA's engagement with the review and its recommendations. Members noted that the transition from the current position to the new model would not be easy and would be a gradual process.

RESOLVED – That the report be noted.

13f Reports on Monitoring Visits

The Committee received a report of the Chief Grants Officer about two visits that had taken place. The Chairman encouraged Members to attend visits wherever possible, and Members requested that monthly and quarterly emails advertising upcoming visits be continued.

RESOLVED – That the report be received.

13g Events Attended

The Committee noted a report of the Chief Grants Officer regarding the key meetings and events attended by Members and officers since the last meeting.

RESOLVED – That the report be noted.

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

There were no questions.

15. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT**

There was no other business.

16. **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
17 - 19	3
20	-

17. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 18 March 2016 be agreed as an accurate record.

Members received an update on the UK Consortium LGBT.

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

The Committee received a report of the Chief Grants Officer outlining the pipeline for strategic grants.

RESOLVED – That the report be noted.

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

There were no 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 one item of business.

The meeting ended at 3.00 pm

Chairman

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