



## The City Bridge Trust Committee

**Date:** TUESDAY, 10 JANUARY 2017  
**Time:** 2.30 pm  
**Venue:** COMMITTEE ROOMS, 2ND FLOOR, WEST WING, GUILDHALL

**Members:** Alderman Alison Gowman (Chairman)  
Ian Seaton (Deputy Chairman)  
Karina Dostalova  
Simon Duckworth  
Stuart Fraser  
Marianne Fredericks  
Deputy Stanley Ginsburg  
Deputy the Revd Stephen Haines  
Alderman Vincent Keaveny  
Vivienne Littlechild  
Edward Lord  
Jeremy Mayhew  
Wendy Mead  
The Rt. Hon. the Lord Mayor, Dr Andrew Parmley (Ex-Officio Member)

**Enquiries:** Philippa Sewell  
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**NB: Part of this meeting could be the subject of audio or video recording**

**John Barradell  
Town Clerk and Chief Executive**

# AGENDA

## Part 1 - Public Agenda

1. **APOLOGIES**
2. **MEMBERS' DECLARATIONS UNDER THE CODE OF CONDUCT IN RESPECT OF ITEMS ON THE AGENDA**
3. **MINUTES**  
To agree the minutes of the meeting held on 24 November 2016.  
**For Decision**  
(Pages 1 - 12)
4. **OUTSTANDING ACTIONS**  
Report of the Town Clerk.  
**For Information**  
(Pages 13 - 14)
5. **TERMS OF REFERENCE AND FREQUENCY OF MEETINGS**  
Report of the Town Clerk.  
**For Decision**  
(Pages 15 - 18)
6. **PROGRESS REPORT**  
Report of the Chief Grants Officer.  
**For Information**  
(Pages 19 - 44)
7. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS**  
To consider the Chief Grants Officer's reports on grant recommendations as follows:-  
**For Decision**
  - a) London Youth Quality Mark Awards (Pages 45 - 48)
  - b) BiPolar UK (Pages 49 - 52)
  - c) Mind in Camden (Pages 53 - 54)
  - d) Greenwich Foundation for the Old Royal Naval College (Pages 55 - 56)
  - e) The Soldiers, Sailors, Airmen and Families Association -Forces Help (SSAFA) (Pages 57 - 60)
  - f) Cripplegate Foundation (Pages 61 - 62)
  - g) Royal Trinity Hospice (Pages 63 - 64)
  - h) Refugee Action (Pages 65 - 66)
  - i) Upper Room (St Saviour's with St Mary's) (Pages 67 - 68)
  - j) Eastside Primetimers Foundation (Pages 69 - 70)

- k) Sound Connections (Pages 71 - 72)
- l) The Kensington and Chelsea Foundation (KCF) (Pages 73 - 74)

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

- a) Applications recommended for rejection (Pages 75 - 80)
- b) Grants/expenditure considered under Delegated Authority (Pages 81 - 82)
- c) Withdrawn & Lapsed applications (Pages 83 - 84)
- d) Report on monitoring visits (Pages 85 - 92)
- e) Events Attended (Pages 93 - 100)

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

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

**11. EXCLUSION OF THE PUBLIC**

MOTION – That under Section 100A(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.

**Part 2 - Non-Public Agenda**

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

Report of the Chief Grants Officer.

**For Information**  
(Pages 101 - 104)

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

**14. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**

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## THE CITY BRIDGE TRUST COMMITTEE

Thursday, 24 November 2016

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

### Present

#### Members:

Alderman Alison Gowman (Chairman)	Deputy Stanley Ginsburg
Ian Seaton (Deputy Chairman)	Deputy the Revd Stephen Haines
Deputy Billy Dove	Alderman Vincent Keaveny
Karina Dostalova	Vivienne Littlechild
Simon Duckworth	Edward Lord
Marianne Fredericks	Wendy Mead

#### Officers:

Simon Latham	-	Town Clerk's Department
Philippa Sewell	-	Town Clerk's Department
Anne Pietsch	-	Comptroller and City Solicitor's Department
Karen Atkinson	-	Head of Charity & Social Investment Finance
David Farnsworth	-	Chief Grants Officer
Sufina Ahmad	-	Head of Strategic Review
Olivia Dix	-	The City Bridge Trust
Jemma Grieve Combes	-	The City Bridge Trust
Martin Hall	-	The City Bridge Trust
Sandra Jones	-	The City Bridge Trust
Jack Joslin	-	The City Bridge Trust
Joan Millbank	-	The City Bridge Trust
Julia Mirkin	-	The City Bridge Trust
Ciaran Rafferty	-	The City Bridge Trust
Shegufta Rahman	-	The City Bridge Trust
Tim Wilson	-	The City Bridge Trust
Kristina Drake	-	Communications Team

#### In Attendance:

- Natalia Rymaszewska, Chief Executive of the London Legal Support Trust
- Place2Be
- The Wallace Collection
- The Rehabilitation of Addicted Prisoners Trust (RAPt)

The Chairman welcomed the charities in attendance as well as Kristina Drake from the Communications Team, and Simon Latham, Head of the Town Clerk and Chief Executive's Office.

1. **APOLOGIES**

Apologies were received from the Right Hon. the Lord Mayor Dr Andrew Parmley, and Jeremy Mayhew.

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

The Chairman, Alderman Alison Gowman, and Edward Lord declared non-pecuniary interests in item 7e by virtue of being the City of London Corporation's representatives on Trust for London.

Karina Dostalova declared a non-pecuniary interest in item 7p, Age UK Croydon, by virtue of being the City of London Corporation's representative on the London body.

Vivienne Littlechild declared a non-pecuniary interest regarding Cripplegate Foundation which was one of the strategic initiatives in management reported in item 12e.

3. **LONDON LEGAL SUPPORT TRUST (LLST)**

The Committee welcomed Natalia Rymaszewska, Chief Executive of the London Legal Support Trust (LLST), to the meeting.

Ms Rymaszewska advised that the London Legal Support Trust supported the provision of free legal services in London and the South East. The LLST operated on the principle that access to justice should be equally available to everyone, regardless of their financial situation, and advised people with a variety of issues ranging from small scale disputes to large scale legal battles. She outlined some of the key work being done in the sector, including the Justice First Fellowships, an initiative to support the next generation of social welfare lawyers to deliver justice in their communities, and Centres of Excellence, which demonstrated quality service provision and business efficiency and which ensured funds were being focussed in effective and secure organisations. Ms Rymaszewska spoke about the future work of the LLST, noting the uncertainty of governmental approach, the fragility of the organisations involved, and the fragmented advice services across London, and advised that a likely focus for the future would be training new and existing managers in order to up-skill and expand the capabilities of those working in this field.

In response to Members' questions, Ms Rymaszewska detailed the money-saving work the LLST had undertaken by uniting organisations for larger spends, and comparing organisations' budgets and therefore highlighting where money could be saved. She added that improvements in technology would facilitate more detailed comparisons in the future.

The Chairman thanked Ms Rymaszewska for her presentation.

4. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 22 September 2016 be agreed as an accurate record.

5. **OUTSTANDING ACTIONS**

**RESOLVED** – That the Outstanding Actions update be noted.

6. **PROGRESS REPORT**

The Committee received the regular progress report of the Chief Grants Officer and discussed the updates provided.

Hate Crime/Social Cohesion

The Chief Grants Officer advised there had been a number of discussions regarding the impact of Brexit and the Trust remained in touch with the consultations and work being undertaken in City Hall and with umbrella bodies. Although there was no one-single initiative, the need for greater understanding of the emerging context would be crucial in the Strategic Review.

Association of Charitable Foundations

The Chief Grants Officer reported that, on 3 November, a number of officers and the Chairman had attended the ACF's annual conference held at BMA House. Members queried the value of attendance and were assured of its importance and usefulness. Members therefore asked that early notice of, and invitations to, next year's conference be sent to all Committee Members.

CBT Strategic Review

The Head of Strategic Review reported that the Project Steering Group had met twice and external-facing conversations were underway. She reported that she had met with the Chairman to discuss the best ways to ensure the engagement of Members throughout the process and advised that dedicated sessions would be held and updates regularly provided to ensure a two-way flow of information. She encouraged Members to contact her for further information or to feed-in at any stage of the process.

Communications

The Chief Grants Officer thanked Kristina Drake, new Media Officer for the Trust, who had secured media activity and a number of publications since starting.

Resources/Financial Resources

The Chief Grants Officer commended the work of Karen Atkinson since her appointment as Head of Charity and Social Investment Finance. He advised that very positive working arrangements had been established between the Chamberlain's Department and CBT with a focus on improvements to due diligence and financial management information, and that a review of the Bridge House Estates accounts and revenue projections had been instigated. Members requested that an updated organisational chart be circulated.

Age UK

The Chief Grants Officer introduced the table of Age UK grants made by the Trust over the past five years. He advised that all Age UK branches were separately constituted and were independent charities in their own right. They were members of the Age England Association, and paid a subscription, but

were under no obligation to be so. In response to Members' questions, officers advised that the central AGE UK office would have no access to monies granted to one of the 'satellite' charities, and the Trust's grants were funding projects local to those organisations.

#### Central Grants Programme

Although the Central Grants Programme was separate from the work of the Trust, the Chief Grants Officer advised that the Central Grants Unit was situated within the CBT team. As such, the resourcing of posts was important to ensure officer time would be charged to the relevant charities, and work was underway to confirm and clarify arrangements.

#### Grant Commitments Under Management

The Chief Grants Officer advised that the financial information provided to the Committee had been extended to include information on the proposed use of the remaining budget and, to complement this, introduced a new table which summarised full extent of grants currently under on-going management by Grants Officers.

**RESOLVED** – That the report be noted.

#### 7. **PROPOSED REVENUE BUDGETS - 2017/18**

The Committee considered a joint report of the Chamberlain and the Town Clerk regarding the revenue budgets for 2017/18. Members noted the proposed uplift of £142,000, and officers advised this figure would need to be revised, in consultation with the Chairman and Deputy Chairman, in light of costs incurred through the management, monitoring and administering of grants.

**RESOLVED** – That:

- a) it be confirmed that the provisional 2017/18 revenue budget reflects the Committee's objectives and the budget (including the revised uplift over the local risk resource base and subject to a bid for further resources) be approved for submission to the Finance Committee;
- b) an uplift to the 2017/18 budget be submitted to the Resource Allocation Sub Committee for final approval; and
- c) the Chamberlain be authorised to revise these budgets to allow for any necessary realignment of funds resulting from corporate projects.

#### 8. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS**

##### 8a **The Way Ahead Programme**

**APPROVED** – That additional grant funding agreed by the Court of Common Council to support London's civil society infrastructure be used:

- a) £1M be allocated to create a Bridge Fund to:
  - i. support London's civil society infrastructure organisations with grants of up to £50,000 each for 1 year;
  - ii. fund additional expert advice on organisational change if required;

- b) In principle, £1.5M a year for 2 years be used to provide cornerstone funding to support a pan-London strategic fund, working with other funders and key stakeholders, to support the infrastructure underpinning London's civil society (full details of which to be brought back to this Committee for final agreement).

**8b ClientEarth**

**APPROVED -**

- a) £100,000 (£50,000 per annum over two years) to cover the cost of a full-time Business Engagement Officer to engage directly with businesses to tackle the effects of air pollution in London and to encourage a behavioural shift towards greener ways of doing business.
- b) This agreement be subject to the financial due diligence being satisfactorily completed and that approval of the due diligence is delegated to the Chairman and Deputy Chairman in consultation with the Chief Grants Officer and Head of Charity and Investment Finance.

**8c Mayor's Fund for London**

**APPROVED -**

- a) A grant of £500,000 (£250,000 per annum over two years) to the Mayor's Fund for London to deliver the Enterprise Advisor Programme: creating powerful lasting connections between businesses and schools - improving student understanding of the world of work be agreed; and
- b) it be noted that the balance of the previous grant to The City of Westminster has been rescinded.

**8d The Cranfield Trust**

**APPROVED -** A grant of £205,100 over eighteen months (£120,500 year 1; £84,600 year 2) to Cranfield Trust to provide up to 95 London-based charities with management consultancy support.

**8e Trust for London**

**APPROVED -** A grant of £62,000 to Trust for London (£50,000 for match funding to projects and £12,000 (Inc. VAT) towards the costs of managing, administering and evaluating the pilot crowdfunding programme).

**8f BritSom**

**APPROVED -** £59,400 over three years (£19,600; £19,800; £20,000) for the employment of a part-time Women's Support Worker (15 hours per week) and for the costs of delivering ESOL Classes to Entry-level and Level 1 standard.

**8g Kings Cross - Brunswick Neighbourhood Association**

**APPROVED -** £81,200 over three years (£26,700; £27,000; £27,500) towards salary (0.5 full-time equivalent) and associated costs of providing ESOL classes.

**8h CREATE London**

**APPROVED -** £42,400 over two years (£25,900, £16,500) for the salary of the part-time (14 hours per week) White House Garden Coordinator, planting

initiatives, volunteer expenses and associated project costs for work at the White House.

8i **Forest School Harrow**

**APPROVED** - £36,000 over three years (3 x £12,000) towards the costs of a Manager for Forest School Harrow. Funding will cover 0.5 full-time equivalent. The award to be subject to the following conditions:

- The Manager should be employed by the charity rather than any third party organisation
- The charity should recruit a suitably qualified treasurer to its board
- The charity's constitution should be updated to include an appropriate dissolution clause

8j **Somerset House Trust**

**APPROVED** - £91,000 over three years (£34,000; £28,500; £28,500) towards the costs of Somerset House Trust's Edible Utopia programme, with funds covering 1.5 days per week of an Outreach Manager, volunteer expenses, the production of education materials and a small capital sum towards a new potting shed.

8k **EACH Counselling and Support**

**APPROVED** - £153,200 over three years (£50,600, £49,700, £52,900) for the full-time salary of the BME Outreach and Engagement Community Worker and associated project costs for the Connect and Change for Better Health project.

8l **Hestia Housing & Support**

**APPROVED** - £99,000 over three years (3 x £33,000) for the full-time salary of a Children and Family Worker at the Westminster refuge.

8m **PAC-UK**

**APPROVED** - £106,000 over three years (£34,800; £35,300; 35,900) towards 80% of the inclusive salary costs of a Children & Families Practice Manager.

8n **Place2Be**

**APPROVED** - £159,690 over three years (£51,920; £53,220; £54,550) towards the full-time salary (36 hours per week) of the Brent and Ealing Service Manager.

8o **Red Balloon Learner Centre NW London**

**APPROVED** - £95,000 over three years (£30,000; £32,000; £33,000) for the salary, on costs and supervision costs of a full-time Talking Therapist providing one-to-one and group support to children attending Red Balloon Learner Centre NW London.

8p **Age UK Croydon**

**APPROVED** - £60,800 for access and improvement works to Scratchley Hall.

8q **Artsadmin**

**APPROVED** - £95,500 towards building works to improve access to Toynbee Studios.

**8r St Mary Magdalene Parochial Parish Council**

**APPROVED** - £100,000 towards access works on St Mary Magdalene's church and the new annex.

**8s Jewish Deaf Association**

**APPROVED** - £180,000 over three years (3 x £60,000) towards the full-time Support Services Manager and lunch and transport costs of Day Centre users.

**8t Living Streets (The Pedestrians Association)**

**APPROVED** - £85,900 over two years (£43,500; £42,400) for a full-time Co-ordinator and project resources to support Living Streets' work to address barriers to walking for older people in Redbridge.

**8u Redbridge Concern for Mental Health**

**APPROVED** - £105,400 over 3 years (£34,100; £35,200; 36,100) towards the cost of a part-time (21 hours) Project Manager and part-time (14 hours) Assistant plus running costs to provide Redbridge Dementia Befriending Service.

**8v The Wallace Collection**

**APPROVED** - £66,220 over 3 years (£18,990; £23,570; £23,660) towards the salary of the Community and Access Officer (2 days per week), freelance costs and on-costs of the Out of the Frame project in London working with older people aged 75+ and people living with dementia. Release of the grant is conditional on a satisfactory revised monitoring framework being received.

**8w South West London Law Centres**

**APPROVED** - £165,900 over three years (£54,800, £55,300, £55,800) towards a full-time Client Services Support Worker and associated project costs.

**8x Wandsworth Citizens Advice Bureaux**

**APPROVED** - £64,300 for the third and final year of meeting staffing and overheads costs of an advice service for Wandsworth Foodbank users.

**8y Kensington & Chelsea Citizens Advice Bureau Service**

**APPROVED** - £96,700 over 2 years (£48,000, £48,700) towards a full-time Advice Worker and associated running costs for a project working with prisoners in HM Prison, Wormwood Scrubs.

**8z The Rehabilitation for Addicted Prisoners Trust (RAPt)**

**APPROVED** - £123,400 over three years (£40,100, £41,100, £42,200) towards the salary of a full-time Recovery Support Worker working out of the London Hub, and associated project costs.

**8aa Voyage**

**APPROVED** - £100,700 over three years (£36,000, £33,900, £30,800) for the salary of a part-time (14 hours per week) Project Coordinator, the cost of Tutors and Mentors, related overheads and associated costs for the Horizon Plus project.

**8bb Federation of City Farms & Community Gardens**

**APPROVED** - £180,000 over three years (3 x £60,000) for a learning and support programme to London-based City Farms and community gardens.

**8cc Kingston Voluntary Action**

**APPROVED** - £136,000 over two years (£67,000; £69,000) to fund the salary costs of a 0.4 full-time equivalent Superhighways manager, one project worker (0.8 full-time equivalent) and associated running costs, for the continued delivery of the Superhighways Project.

**9. STEPPING STONES**

The Committee considered a report of the Chief Grants Officer regarding the third round of Stepping Stones, which had recently concluded, and provided an update on past and current investees. Members noted there was merit in maintaining the programme, and agreed a business case be prepared to ensure the correct resource be allocated to support a fourth round of the programme. In response to Members' questions, officers advised that funding to the Mayor's Programme was to support a separate strand of work to the decision earlier in the meeting, and although banks had experienced difficult trading recently, UBS was still very positive about supporting Stepping Stones.

**RESOLVED –**

- a) That £500,000 be approved in principle for a fourth round of Stepping Stones subject to confirmation by officers at the City Bridge Trust Committee meeting in January 2017 as to whether this comes from the 2016-17 or 2017-18 grants budget;
- b) That a business case be produced to ensure that the correct resource is in place for programme administration and evaluation for the new round;
- c) That officers seek match funding from partner organisations towards this fourth round;
- d) That the Risk Finance strand of Stepping Stones be discontinued; and
- e) Subject to a full proposal to January 2017 meeting, that the Trust trial a new invitation-only strand for Stepping Stones which provides bespoke assistance.

**10. GIVING & PHILANTHROPY**

The Committee received a report of the Chief Grants Officer which provided a progress update on the external review previously reported, made recommendations and set out an action plan and timeline for their implementation, and outlined the resources required. The Chief Grants Officer advised that the strategy would be jointly agreed with the City of London Corporation and would align with the strategies of other key stakeholders.

**RESOLVED – That:**

- a) the update provided be noted;
- b) a Giving Strategy be developed with the vision of 'Encouraging more giving of money, time, skills and other benefits in kind – effectively done for the benefit of thriving communities';
- c) the overall action plan, including timeline, be agreed; and

- d) additional interim resource be agreed in principle in consultation with the Chairman and Deputy Chairman to support the delivery of the action plan.

**11. SUPPORT INTO EMPLOYMENT FOR DISABLED PEOPLE**

The Committee considered a report of the Chief Grants officer regarding the additional funds agreed as part of the City Bridge Trust's 20th Anniversary year, some of which had been allocated to support the most disadvantaged into work. It had been agreed that these funds be targeted at disabled people and those with mental health problems, and work with key figures and stakeholders in the disability field had been on-going for the past eight months in order to inform where the money would be most effective.

Members voiced their strong support for investment in this area, advised of their wish for the Trust to remain actively involved with the projects and/or organisations being funded, and requested mid-term reviews to ensure grants could be revisited over the five year period to safeguard against the vulnerability of organisations.

**RESOLVED – That:**

- a) the proposed focus and principles of this funding as outlined in the report be agreed; and
- b) specific recommendations for funding be presented in early 2017.

**12. APPLICATIONS RECOMMENDED FOR REJECTION**

The Committee considered a report of the Chief Grants Officer, which recommended that nineteen grant applications be rejected for the reasons identified in the schedule attached to the report. Officers advised that one organisation, Bonny Downs Community Association, had withdrawn their application.

**RESOLVED – That** eighteen grant applications detailed in the schedule attached to the report be rejected.

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

**13a Unsuccessful Stepping Stones applications**

The Committee received a report of the Chief Grants Officer, which outlined ten grant applications to the Stepping Stones fund that had been rejected for the reasons identified in the schedule attached to the report.

**RESOLVED – That** the report be noted.

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

The Committee received a report of the Chief Grants Officer which advised Members of twelve expenditure items, totalling £244,434, and seventeen Stepping Stones grants, totalling £70,000, 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 seven applications which had been withdrawn or had lapsed.

**RESOLVED** – That the report be noted.

**13d Variations to grants awarded**

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

**RESOLVED** – That the report be noted.

**13e Strategic Initiative Grants in management**

The Committee noted a report of the Chief Grants Officer regarding the 18 larger and currently active “Investing in Londoners” strategic initiatives which collectively amounted to £5,137,650. Members discussed the report, noting that work was underway to ensure the Committee was best placed to make decisions on future strategic initiatives alongside the resourcing required to effectively and actively manage them. Members noted that dissemination of the learning points would also be considered as part of this, and asked for future updates to be staggered throughout the year.

**RESOLVED** – That the report be noted.

**13f Investing in Londoners - statistical report - September 2013 to August 2016**

The Committee received a report providing statistical analysis of grant applications received in the first three years of the Investing in Londoners grants programme (September 2013 to August 2016). In this period 989 grant applications were received and 461 grants awarded for a total amount of £35,685,515. This was an average success rate of 54%, which suggested that guidance was sufficiently clear and the improved application process was helping applicants to make appropriate requests.

The core applicants to the City Bridge Trust were smaller medium sized organisations (income of £100k to £500k), but there was a good spread of grants to organisations with incomes ranging from £10k to £10m. Although there were issues regarding resourcing, financial viability, and CBT grants being proportionate to a charity’s size, the most common rejection reason amongst all income sizes was that applications did not sufficiently address the Trust’s priorities. Members discussed the geographical distribution of grants awarded and of beneficiaries, having regard to the limitations to the data, and noted that overall there was a relatively good correlation between Trust’s ranks by spend and relative rank in the Indices of Multiple Deprivation.

**RESOLVED** – That the report be noted.

13g **Report on monitoring visits**

The Committee received a report of the Chief Grants Officer about two visits that had taken place.

**RESOLVED** – That the report be received.

13h **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.

<b>Item No.</b>	<b>Exempt Paragraphs</b>
17 - 18	3
19 -20	-

17. **NON-PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the meeting held on 22 September 2016 be agreed as an accurate record.

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

The Committee received a report of the Chief Grants Officer outlining the pipeline for strategic grants. A Member updated the Committee about the success of a previous grantee she had remained in touch with, and Members sent their congratulations.

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**

The Committee received a staff update and discussed future meetings. The Town Clerk undertook to schedule a provisional meeting date in March 2017 in addition to the January and February dates.

**The meeting ended at 3.35 pm**

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Chairman

**Contact Officer: Philippa Sewell**

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## The City Bridge Trust Committee – Outstanding Actions

Item	Date	Action	Officer responsible	To be completed/ progressed to next stage	Progress Update
1.	22 Sep 2016	<b>Website</b> Phase 2 (making the website more interactive) will be implemented in autumn 2017.	CBT team	<b>September 2017</b>	On track.
2.	24 Nov 2016	<b>Organisational Chart</b> An updated organisational chart be circulated.	CBT team	<b>December 2016</b>	Completed
3.	24 Nov 2016	<b>2017 Dates</b> A provisional meeting date in March 2017 be scheduled.	Town Clerk	<b>December 2016</b>	Meeting scheduled for 10.30am on Monday 20 <sup>th</sup> March 2017.
4.	24 Nov 2016	<b>Strategic Initiative Grants in management</b> Future updates to be staggered throughout the year.	CBT team	<b>From February 2017</b>	On track.

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<b>Committee</b>	<b>Date:</b>
The City Bridge Trust Committee	10 January 2017
<b>Subject:</b> Terms of Reference and Frequency of Meetings	<b>Public</b>
<b>Report of:</b> Town Clerk	<b>For Decision</b>
<b>Report Author:</b> Philippa Sewell	

## **Main Report**

As part of the post-implementation review of the changes made to the governance arrangements in 2011 it was agreed that all Committees/Boards should review their terms of reference annually. This will enable any proposed changes to be considered in time for the reappointment of Committees by the Court of Common Council.

The terms of reference of the City Bridge Trust Committee are attached as an appendix to this report for your consideration.

The Committee is currently scheduled to meet six times each year along with a strategic away half-day.

## **Recommendation(s)**

That, subject to any comments, the terms of reference of the Committee be approved for submission to the Court as set out in the appendix.

The Committee are also asked to consider the frequency of their meetings going forward.

## **Appendices**

- Appendix 1 – Terms of Reference of the City Bridge Trust Committee

### **Philippa Sewell**

Committee and Members' Services Officer  
Town Clerk's Department

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**THE CITY BRIDGE TRUST COMMITTEE**

**1. Constitution**

A Non-Ward Committee consisting of,

- two Aldermen nominated by the Court of Aldermen
- 12 Commoners elected by the Court of Common Council, at least one of whom shall have fewer than five years' service on the Court at the time of their appointment
- the Right Honourable the Lord Mayor (ex-officio)

**2. Quorum**

The quorum consists of any five Members.

**3. Membership 2015/16**

ALDERMEN

- 4 Alison Jane Gowman
- 1 Vincent Keaveny

COMMONERS

- 3 (3) Stanley Ginsburg J.P., Deputy, *for three years*
- 12 (4) William Harry Dove, O.B.E., J.P. , Deputy
- 4 (4) Ian Christopher Norman Seaton
- 3 (3) Stuart John Fraser, C.B.E.
- 5 (3) Vivienne Littlechild J.P.
- 5 (3) Charles Edward Lord, O.B.E., J.P.
- 3 (2) Simon D'Olier Duckworth, O.B.E., D.L
- 3 (2) The Revd. Stephen Decatur Haines, M.A., Deputy, *for three years*
- 7 (2) Wendy Mead, O.B.E.
- 1 (1) Karina Helen Dostalova
- 3 (1) Marianne Bernadette Fredericks
- 5 (1) Jeremy Paul Mayhew, M.A., M. B. A.

together with the ex-officio Member referred to in paragraph 1 above.

**4. Terms of Reference**

- (a) To determine all applications for grants pursuant to the Cy Pres Scheme for the administration of the Charity known as the Bridge House Estates, made by the Charity Commissioners on 9 February 1995 and brought into effect by the Charities (The Bridge House Estates) Order 1995, as respects the following purposes:-
  - (i) in or towards the provision of transport and access to it for elderly or disabled people in the Greater London area; and,
  - (ii) for other charitable purposes for the general benefit of the inhabitants of Greater London;
 other than grants above a sum of £500,000 which decisions are reserved to the Court of Common Council upon this Committee's recommendation.
- (b) Subject to the terms of the Cy Pres Scheme and criteria as to the eligibility and treatment of applications specified from time to time by the Court of Common Council:-

- (i) to review the criteria referred to above and to make recommendations to the Court of Common Council for changes thereto;
  - (ii) to determine conditions and other requirements to be imposed in connection with grants that are approved;
  - (iii) in considering the application of surplus income in accordance with clause 2 of the said Scheme, the Trustee<sup>1</sup> shall consult with such person, bodies corporate, local authorities, government departments and agencies, charities, voluntary organisations and other bodies as the Trustee may think appropriate from time to time; and,
  - (iv) to review, as necessary, the amounts, nature and spread of grants approved or refused, and the operation of administrative arrangements for the Scheme.
- c) To be involved in the process for the appointment of the Chief Grants Officer, as appropriate.

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<sup>1</sup> The City of London Corporation, acting through the Court of Common Council, is the sole Trustee of Bridge House Estates ('the Trustee').

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<b>Committee:</b> The City Bridge Trust Committee	<b>Dated:</b> 10 <sup>th</sup> January 2017
<b>Subject:</b> Progress Report	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Information</b>

## Summary

This is a regular report by the Chief Grants Officer. It includes updates on:

- The Trust's 5 year Strategic Review
- Grantee Perceptions Survey (completion noted, analysis underway, reporting at February committee)
- Communications (reporting against audiences identified in Communications Strategy)
- The Association of Charitable Foundations and Trustee resources and training
- Grant-making (if today's grants are approved, 82% of the Investing in Londoners grants budget will be approved, which is on target)

## Recommendation

- That the report be noted.

## Main Report

### Introduction

1. You will recall that you have agreed that each of the City Bridge Trust (CBT) Committee Meetings will begin with a presentation on a particular aspect of the work you support. Today's speaker is Donnachadh McCarthy from 3 Acorns Eco-audits. Donnachadh delivers the Eco-Audit programme on behalf of CBT and will provide an overview of the work being undertaken.

### 5-Year Strategic Review Update

2. CBT continues to build on the evidence base for its next strategy through working collaboratively with Londoners and key stakeholders. CBT continues to publicise the strategic review (through delivery of the associated communications plan) and to offer different ways of inputting into the review including: group and one to one meetings; an online survey open to all <https://www.surveymonkey.co.uk/r/Z2JYR66> and through the Trust's social media hashtag #BridgingLondon.
3. Building on the discussions at the CBT Committee away day, Members are encouraged to further feed into the review (and thank you to those who have

already done so). By way of reminder, the Strategic Review lead, Sufina Ahmed is happy to meet with Members on a one to one basis if this is helpful. There will be focused CBT Committee time on the review in the February meeting to engage more deeply with the strategy drafting stage.

## **Grantee Perception Report**

4. As part of the Trust's strategic review we commissioned the Center for Effective Philanthropy (CEP) to prepare a Grantee Perception Report. CEP is a US-based organisation with extensive experience of supporting grant-makers through a variety of tools. One of their most popular services is the Grantee Perception Report, which involves an anonymous survey of a Foundation's grantees during a specified period, seeking their views on a variety of issues including the application process, monitoring, and how well-informed they found the Trust about their particular topic. CEP has run Grantee Perception Reports for around 300 Foundations, including many UK-based grant-makers. This allows CEP not only to draw conclusions from what grantees are saying directly as part of the survey, but also to benchmark this feedback against views and opinions made for other, similar grant-makers.
5. The report prepared for CBT is a successor to a previous Grantee Perception study run by CEP in 2014. Headline findings from the 2016 study were shared at a meeting with the Chairman and Deputy Chairman in early December and include:
  - When asked to describe the Trust in one word, grantees most frequently call it "supportive"
  - When asked which activities the Trust should engage in, grantees most strongly believed that the Trust should engage in encouraging more philanthropy in London
  - The Trust continues to have a strong impact on grantee organisations and grantees believe that the Trust understands them
  - Support - even a little - beyond the grant is highly valued by grantees but they feel the Trust could do more in this respect
  - 80% of respondent grantees receive CBT funds for project work rather than general operating/core costs – compared to 64% for the average funder. 13% receive core support from the Trust, relative to 21% of typical funders. When asked a custom question about how the Trust's work could have a greater impact, grantees most frequently selected that the Trust could provide core support (over 75%) and longer grants (over 50%)
  - Grantees would like more contact with the Trust/Grants Officer after the grant was awarded
  - Grantees report spending 30 hours, on average, during the application and assessment process – higher than 70% of other funders in the CEP dataset
  - In open-ended comments, the top suggestion for how the Trust could improve relates to its processes, primarily the selection process. Grantees suggest clarifying expectations for Trust processes, streamlining requirements, and shortening the time between submission of application and final decision

- Grantees rate the assessment visit by the Grants Officer (and monitoring visits) as most helpful, whereas they find the financial information required at the application stage least helpful.
- 6. A large data set accompanies the actual grantee perception report, and officers will be reviewing this to identify where recommendations can be addressed through the strategic review (as well as more immediately where they refer to changes we could make to information on the Trust's website and application form). Members will have the opportunity to engage with the detail of the work done by the CEP at the February 2017 City Bridge Trust Committee meeting.

### **Additional CBT Committee Meeting 2017**

- 7. You will have received a notification through Committee Services that one additional CBT Committee meeting has now been scheduled for 2017. This will be taking place on Monday 20<sup>th</sup> March 2017. This additional March meeting will help to ensure that the full allocation of the 2016/2017 grants budget is spent, and takes into account the short turnaround time between the January and February CBT Committee meetings.

### **Communications**

- 8. The Communications Strategy presented at your July Committee listed four key audience groups that the Trust would be targeting through its different communications channels.
- 9. Appendix 1 shows recent media activity supporting delivery of your overarching Communication's Strategy. The table below shows how these different audiences have been reached since the last Committee. This table is in a new format for your papers and Members feedback on the most helpful way to report against the Communications Strategy would be welcomed.

## Key Audience Groups

Audience	Face to face	Online and Printed Media channels	Online content	Direct Marketing
Londoners	<ul style="list-style-type: none"> <li>• Examples of Officer and Member interactions with Londoners can be found in the Events table report. It is proposed that the Events Table and Media table be consolidated into this table.</li> <li>• Strategic Review workshop aimed at Londoners</li> </ul>	<ul style="list-style-type: none"> <li>• City Matters</li> <li>• South London Press</li> <li>• Channel 5</li> <li>• Hackney Citizen</li> <li>• Sino</li> <li>• Hendon and Finchley Times</li> <li>• Ilford Recorder</li> <li>• The London Bulletin</li> <li>• Better Society (Online)</li> <li>• South London Press</li> <li>• Bike Bizz magazine</li> <li>• Evening Standard</li> <li>• Financial News</li> <li>• City AM</li> <li>• Charity Today</li> <li>• The Voice</li> <li>• East London Advertiser</li> <li>• Daily Telegraph</li> <li>• Redbridge Yellow</li> </ul>	<ul style="list-style-type: none"> <li>• CBT Twitter</li> <li>• CBT Website (Analytics to follow in future reports).</li> </ul>	None to report

Audience	Face to face	Online and Printed Media channels	Online content	Direct Marketing
		Advertiser		
Regulators & politicians	<ul style="list-style-type: none"> <li>• None to report</li> </ul>	<ul style="list-style-type: none"> <li>• Article in The House magazine</li> </ul>	None to report	Annual Review sent to all London MPs, London Assembly Members and Borough Leaders & Chief Executives.
Immediate stakeholders*	<ul style="list-style-type: none"> <li>• Responsible Business event at the Walkie-talkie attended by City businesses</li> <li>• Annual Review sent to key CoL Members &amp; Officers along with other stakeholders.</li> <li>• Strategic Review workshop aimed at Civil Society Organisations &amp; Grantees</li> </ul>	None to report	<ul style="list-style-type: none"> <li>• News item on the CoL intranet and e-bulletin.</li> <li>• Regular updates in the Members' Briefing.</li> </ul>	None to report
Other funders, policy makers & key commentators	<ul style="list-style-type: none"> <li>• Attendance at the London Conference</li> <li>• Strategic Review workshop targeting Trusts, Foundations &amp; Funders</li> <li>• Greater London Volunteering Conference - CBT co-hosted a workshop on funding and CBT's Strategic Review, 50 people attended the session</li> <li>• Tech for Good Workshop - Centre for Accelerating Social Technology (CAST) facilitated a</li> </ul>	<ul style="list-style-type: none"> <li>• Charity Times</li> </ul>	None to report	<ul style="list-style-type: none"> <li>• Annual Review sent to targeted funders &amp; policy makers</li> </ul>

Audience	Face to face	Online and Printed Media channels	Online content	Direct Marketing
	<p>workshop on tech for good aimed at 12 CBT grantees working with older people.</p> <ul style="list-style-type: none"> <li>• Strategic Review workshop aimed at Civil Society Organisations &amp; Grantees</li> <li>• Strategic Review workshop aimed at Philanthropy Stakeholders</li> <li>• Strategic Review workshop aimed at Social Investors</li> <li>• Strategic Review meeting with Partnership for Young London Network and London Youth</li> <li>• Strategic Review meeting with Partnership Local Government Stakeholders</li> </ul>			

\* Includes CBT & CoL Officers & Members; key infrastructure bodies; grantees; potential grantees; City leaders, workers, Human Resource and Corporate Social Responsibility professionals.

## **The Association of Charitable Foundations (ACF) & Trustee Resources and Training**

10. Following a discussion at the last Committee meeting, set out below is a brief summary of 6 key resources for charitable funders which the Trust draws on:
11. The Association of Charitable Foundations (ACF) is the membership association for foundations and grant-making charities in the UK. For 25 years it has supported trusts and foundations; respecting and safeguarding their independence, and helping them to be effective in the many ways that they use their resources. [www.acf.org.uk](http://www.acf.org.uk). CBT is a long standing member of ACF and has officer representation on its Board.
12. Courses that ACF are delivering in 2017 are listed below and which are open to trustees to attend (full details are available on their website):
- |   |               |
|---|---------------|
| a) Reading Applicants Accounts                          | January 2017  |
| b) Assessing Grant Applications                         | January 2017  |
| c) How to assess the outcomes and impact of projects    | January 2017  |
| d) What it means to be a foundation trustee             | February 2017 |
| e) Introduction to issues in grant-making               | March 2017    |
| f) Foundation leadership                                | March 2017    |
| g) Funder Collaboration                                 | April 2017    |
| h) Grant-making to non-charities                        | May 2017      |
| i) Grant-making and the law                             | June 2017     |
| j) An introduction to social investment for foundations | June 2017     |
13. The ACF annual conference is a key networking opportunity and Committee member's attendance would be welcomed. The next annual conference is taking place on Thursday 20<sup>th</sup> April 2017.

### **London Funders**

14. London Funders is the membership network for funders and investors in London's civil society. It provides a safe place to think, share, learn and act together to meet the needs of Londoners. Its mission is to strengthen and support funders and promote effective funding practices, to meet the needs of Londoners. [www.londonfunders.org.uk/](http://www.londonfunders.org.uk/)

### **The European Foundation Centre (EFC)**

15. The EFC is the platform for and champion of institutional philanthropy – with a focus on Europe, but also with an eye to the global philanthropic landscape. It serves as a hub of sector exchange and intelligence, to help its members increase the impact of their added value. <http://www.efc.be>

### **ARIADNE**

16. Ariadne is a European peer-to-peer network of more than 500 funders and philanthropists who support social change and human rights. Ariadne helps those using private resources for public good achieve more together than they

can alone by linking them to other funders and providing practical tools of support. [www.ariadne-network.eu/](http://www.ariadne-network.eu/)

## **GrantCraft**

17. GrantCraft combines the practical wisdom of funders worldwide with the expertise of Foundation Center to improve the practice of philanthropy. Since 2001, GrantCraft has delivered the knowledge funders need to be strategic and effective in their work, addressing questions funders face across various strategies and issue areas. [www.grantcraft.org](http://www.grantcraft.org)

## **National Council of Voluntary Organisations (NCVO)**

18. NCVO champions the voluntary sector by connecting, representing and supporting voluntary organisations. It works to help voluntary organisations and volunteers make the biggest difference they can by connecting organisations with the people, partners and resources they need to make the biggest difference. [www.ncvo.org.uk](http://www.ncvo.org.uk). CBT is a long standing member of NVCO.
19. NCVO provides advice and support to Trust/Foundation trustees on a wide range of topics and in a variety of formats from practical how-to guides to video training courses or bespoke advice.
20. All Committee members should be receiving a copy of Governance Magazine to keep up to date with developments in trustee roles and context.
21. Officers are preparing the annual schedule of training and would welcome Member's thoughts on aspects of their role where they would welcome additional training. It is always possible for Members to attend officers training and once settled, these dates will be circulated.

## **Grant Applications Summary**

22. Your meeting today will consider 39 applications, including 12 grant recommendations as well as 6 grants to be noted as approved/ being considered by delegated authority, for a total recommended sum of £1,645,484. If all recommendations are approved you will have spent 82% of your Investing in Londoners core grants budget for 2016/17 (including additional funds). This is on target. The implications of today's recommendations are shown in Table 1 against the grants budget for 2016/17.
23. Your 2016/17 grants budget was increased by £4,000,000 at the Court of Common Council in July 2015. Table 1 shows how this has been allocated to the core grants budget and additional funding schemes.
24. Table 1 further depicts the current expectation of grant applications in the pipeline, as received up to 16th December 2016, showing the proposed use of the remaining budget. Sufficient applications have now been received to cover the full budget under Investing in Londoners.

25. The total of grants currently under the on-going management of your Grants Officers is shown in Table 2. Prior to the approvals recommended for this Committee, the total sum for grants currently being managed is £30.7m. Should the Committee approve the applications proposed at today's Committee; this balance will rise to £32.3m.

**Table 1: Overall spend against 2016/17 budget**

	<b>Grants budget</b>	<b>Grants spend</b>	<b>Pending applications</b>	<b>% spend of annual budget</b>
<b>Core 2016/17 Investing in Londoners grants budget</b>				
Original Grants Budget	£15,000,000			
20th anniversary budget uplift (20%)	£800,000			
Write-Backs & Revocations	£1,083,956			
2015/16 overspend	(£540,000)			
UBS contribution	£200,000			
<b>Total Budget Available</b>	<b>£16,543,956</b>			
<b>Previous Committee meetings</b>				
May 2016		£3,312,925		20%
July 2016		£1,810,650		11%
September 2016		£2,485,167		15%
November 2016		£4,317,244		26%
<b>Sub-total approved spend</b>		<b>£11,925,986</b>		<b>72%</b>
<b>Remaining budget</b>	<b>£4,617,970</b>			
<b>Today's recommendations</b>				
January 2017		£1,645,484		10%
<b>Total annual spend</b>		<b>£13,571,470</b>		<b>82%</b>
<b>Remaining budget</b>	<b>£2,972,486</b>			

<b>Proposed use of remaining budget:</b>				
Submitted applications - under assessment			£2,672,486	
Strategic initiatives			£300,000	
Unidentified balance			£0	
<b>Summary</b>				
	<b>Grants committed</b>	£11,925,986		72%
	<b>Grants recommended</b>	£1,645,484		10%
	<b>Balance remaining</b>	£2,972,486		18%

<b>Additional funding streams</b>				
	<b>Grants budget</b>	<b>Grants spend</b>	<b>Pending applications</b>	<b>% spend of annual budget</b>
<b>Anniversary programme: employability (20th anniversary budget uplift (40%))</b>				
2016/17 budget	£1,600,000			
2015/16 carry forward	£1,200,000			
<b>Total budget available</b>	<b>£2,800,000</b>			
Spend at previous meetings		£0		0%
Recommended spend today		£0		0%
<b>Total spend</b>		£0		0%
<b>Remaining budget</b>	<b>£2,800,000</b>			100%
<b>Proposed use of remaining budget</b>				
Submitted applications - under assessment		£500,000		18%
Remaining budget if pending applications approved	£2,300,000			82%

<b>Additional funding streams</b>				
	<b>Grants budget</b>	<b>Grants spend</b>	<b>Pending applications</b>	<b>% spend of annual budget</b>
<b>Summary</b>				
<b>Grants committed</b>		£0		0%
<b>Grants recommended</b>		£0		0%
<b>Balance remaining</b>	£2,800,000			100%
<b>Anniversary programme: infrastructure support (20th anniversary budget uplift (40%))</b>				
2016/17 budget	£1,600,000			
2015/16 carry forward	£850,000			
<b>Total budget available</b>	<b>£2,450,000</b>			
Spend at previous meetings		£1,000,000		41%
Recommended spend today		£0		0%
<b>Total spend</b>		£1,000,000		41%
<b>Remaining budget</b>	<b>£1,450,000</b>			59%
<b>Proposed use of remaining budget</b>				
Submitted applications - under assessment		£0		0%
Remaining budget agreed in principal to be carried into 2017-2018 as a designated fund to support the London Civil Society capacity support 'cornerstone fund'	£1,450,000			59%
<b>Annual funding for Prince's Trust funding (agreed Oct 14)</b>				
2016/17 budget	£1,000,000			
Grants approved		£1,000,000		
Balance remaining	£0			
<b>Summary</b>				
<b>Grants committed</b>		£1,000,000		100%

<b>Additional funding streams</b>				
	<b>Grants budget</b>	<b>Grants spend</b>	<b>Pending applications</b>	<b>% spend of annual budget</b>
<b>Grants recommended</b>		£0		0%
<b>Balance remaining</b>	£0	£0		0%

<b>Summary</b>				
<b>Grants committed</b>		£1,000,000		41%
<b>Grants recommended</b>		£0		0%
<b>Balance remaining</b>	£1,450,000			59%

**Table 2: Grant commitments under management as at 16th December 2016**

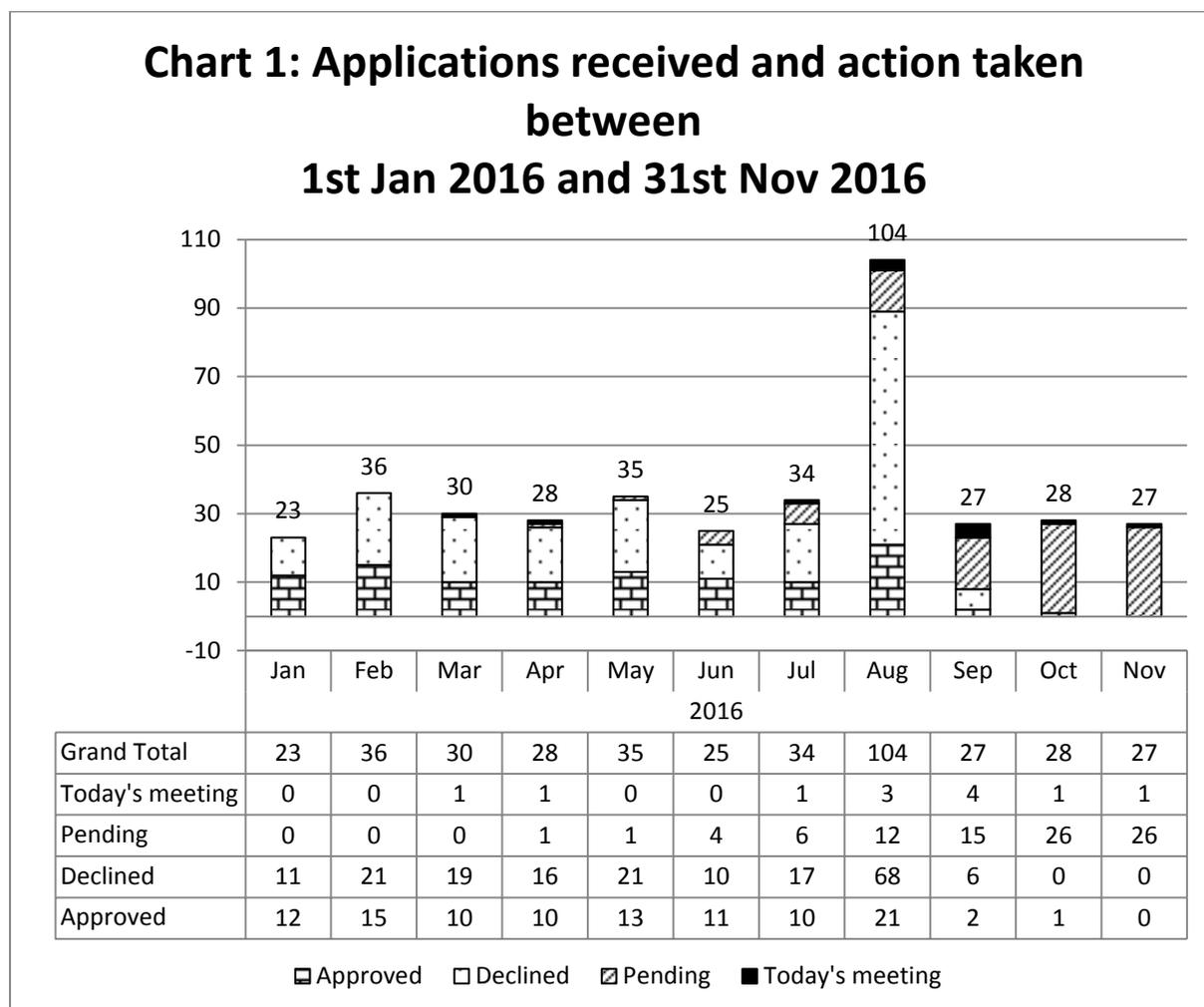
<b>Table for 2016/17 year-to-date</b>	<b>£</b>	<b>£</b>
Prior year grant commitments brought-forward as at 31 March 2016		
- due to be paid out in < 1 year	25,200,000	
- due to be paid out in > 1 year	<u>3,600,000</u>	
		28,800,000
Grant awarded in 2016/17	13,925,986	
Grant write-backs in 2016/17	<u>(1,083,956)</u>	
		12,842,030
Payments made in 2016/17 to Grantees		(10,962,237)
<b>Current grant commitments as at 16th December 2016</b>		<b><u>30,679,793</u></b>

26. Table 3 below shows the grant awards you have made this financial year under Investing in Londoners and today's recommendations by programme.

**Table 3: Investing in Londoners awards and recommendations by programme**

Fund/Program	Number of grants				Value of grants			
	Year to date	Today's meeting	Total	% total grants	Year to date	Today's meeting	Total	% total value
English for Speakers of Other Languages	6	0	6	3%	£476,000	£0	£476,000	4%
Improving Londoners' Mental Health	17	2	19	11%	£1,943,980	£332,350	£2,276,330	17%
Improving London's Environment	7	0	7	4%	£446,040	£0	£446,040	3%
Making London More Inclusive	20	3	23	13%	£1,651,480	£184,900	£1,836,380	14%
Making London Safer	2	1	3	2%	£320,560	£102,000	£422,560	3%
Older Londoners	15	3	18	10%	£1,417,620	£294,100	£1,711,720	13%
Partnership: London Youth Quality	0	1	1	1%	£0	£150,000	£150,000	1%
Reducing Poverty	14	1	15	9%	£1,541,050	£165,000	£1,706,050	13%
Resettlement & Rehabilitation of Offenders	6	1	7	4%	£660,770	£107,114	£767,884	6%
Stepping Stones	17	0	17	10%	£700,000	£0	£700,000	5%
Strengthening London's Voluntary Sector	8	3	11	6%	£832,270	£259,400	£1,091,670	8%
Strategic Initiatives	30	1	31	18%	£1,897,202	£47,570	£1,944,772	14%
Eco-audits	9	0	9	5%	£23,800	£0	£23,800	0%
Access Audits	6	2	8	5%	£15,214	£3,050	£18,264	0%
<b>Grand total</b>	<b>157</b>	<b>18</b>	<b>175</b>	<b>100%</b>	<b>£11,925,986</b>	<b>£1,645,484</b>	<b>£13,571,470</b>	<b>100%</b>

27. Chart 1 shows the flow of applications received over the last year and action taken, allowing any seasonal variations to be seen. This excludes Strategic Initiatives as they are usually solicited rather than open programmes.



28. Between 1<sup>st</sup> January and 31<sup>st</sup> November 2016, 397 applications were received for the Investing in Londoners programmes. 105 applications have been approved and 189 declined (the remainder are pending). The spikes in applications seen in November 2015 and August 2016 are due to the closing date for rounds of the Stepping Stones Fund. Otherwise applications are fairly evenly spread across the year, which is comparable to previous years.

29. Officers are asking you to consider 39 applications at this meeting. Of these, 12 are recommended for a grant and 6 are reported at this meeting as having been approved under the scheme of delegations. A further 13 are recommended for rejection. 7 applications have been withdrawn by applicants and 1 has been lapsed following several unsuccessful attempts by officers for further information (see Table 4).

**Table 4: Action to be taken on applications today**

**Investing in Londoner's applications**

<b>Action to be taken</b>	<b>Number</b>	<b>Amount</b>
Applications recommended for grant to Committee	12	£1,463,964
Funding approved by delegated authority up to £10,000 (to note)	2	£3,050
Funding approved by delegated authority from £10,001 - £25,000 (to note)	0	£0
Funding approved by delegated authority from £25,001 - £50,000 (to note)	4	£178,470
Applications recommended for rejection	13	n/a
Withdrawn applications (to note)	7	n/a
Applications lapsed (to note)	1	n/a
<b>Total Investing in Londoners applications</b>	<b>39</b>	<b>£1,645,484</b>

**Appendix 1: Media Coverage table**

**David Farnsworth**

Director of CBT and Chief Grants Officer

T: 020 7332 3713

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## Appendix 1: Media Coverage

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
Baytree Centre	City Matters	Weekly	The project is mentioned in an article as part of City Bridge Trust September Grants.	City of London	21/10/2016	Featured in <a href="#">City Matters</a> [viewable internally only]
East London Out Project	City Matters	Weekly	The project is mentioned as part of an article on City Bridge Trust's September grants	City of London	21/10/2016	Featured in <a href="#">City Matters</a> [viewable internally only]
School Food Matters	City Matters	Weekly	The project and City Bridge Trust is mentioned as part of an article on the funder's September grants	City of London	21/10/2016	Featured in <a href="#">City Matters</a> [viewable internally only]
St Giles Trust	South London Press	Weekly 22,500	City Bridge Trust is mentioned in a <a href="#">South London Press</a> piece about St Giles Trust, which is funded by CBT and which is helping ex-offenders adjust to life outside of prison.	South London	26/10/2016	Featured in a <a href="#">South London Press</a> piece about St Giles Trust [viewable internally]
Various	Channel 5	TV Station	David Farnsworth, Director of the City Bridge Trust, is interviewed by <a href="#">Channel</a>	National	26/10/2016	<a href="#">Channel</a> 5 interview – fast forward to 19:13

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
			<a href="#">5</a> for a documentary on Britain's historic bridges. The episode focuses on the history of Tower Bridge and Bridge House Estates.			
Chinese National Healthy Living Centre	New China	Online	Article on grant from City Bridge Trust to the Chinese National Healthy Living Centre in Westminster.	International	07/11/2016	<a href="http://news.xinhuanet.com/english/2016-11/08/c_135812437.htm">http://news.xinhuanet.com/english/2016-11/08/c_135812437.htm</a>
Chinese national Healthy living centre	China Org	Online	Article on grant from City Bridge Trust to the Chinese National Healthy Living Centre in Westminster.	International	07/11/2016	<a href="http://www.china.org.cn/world/Off_the_Wire/2016-11/08/content_39655681.htm">http://www.china.org.cn/world/Off_the_Wire/2016-11/08/content_39655681.htm</a>
Bernado's	Hackney Citizen	30,000 Monthly	City Bridge Trust is mentioned in an article in <i>Hackney Citizen</i> about a three year project the trust gave a grant to run by children's charity Bernado's called Stop Before It Starts.	Regional – North East London	16/11/2016	<a href="#">Hackney Citizen</a>
Chinese National Healthy	Sino	128,000	Article on grant from City Bridge Trust to the Chinese National	London Radio Station	17/11/2016	<a href="#">Sino</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
Living Centre			Healthy Living Centre in Westminster.			
Memory Lane Singing Club	City Matters	15,000 weekly	Article on Grant from City Bridge Trust to the Memory Lane Singing club.	Regional- City of London	17/11	<a href="#">City Matters</a>
Memory Lane Singing Club	Hendon and Finchley Times	72,400 Weekly	Article on Grant from City Bridge Trust to the Memory Lane Singing club	Regional – North west London	22/11	<a href="#">Hendon Today and Finchley Today</a>
City Bridge Trust	CoLC site	Daily	Quote from David Farnsworth about all the work City Bridge Trust does supporting people with AIDS as the memorial quilt comes to Guildhall.	CoLC site	22/11	<a href="#">City of London</a>
The Welcome Centre	Ilford Recorder	4099 weekly	City Bridge Trust is mentioned in a piece about The Welcome Centre's short film on homelessness, a project funded by City Bridge Trust	Regional- North east London	23/11	<a href="#">Ilford Recorder</a>
The Bike	The	Daily	Article on Grant from	Online-	24/11	<a href="#">The London Bulletin</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
Project	London Bulletin		City Bridge Trust to the Bike Project- helping refugees	National		
The Bike Project	Better Society	14,000	Article on Grant from City Bridge Trust to the Bike Project- helping refugees	Online-National trade	24/11	<a href="#">Better Society</a>
Various	City Matters	15,000	City Bridge Trust is featured in <i>City Matters</i> , after awarding grants to Age UK Richmond and an Asian women's support group based in Enfield.	Regional London paper	24/11	<a href="#">City Matters</a>
Various	London Live	-	In aid of international day to end violence against women London Live have done a short film about one of the charities we have funded with a case study and interview with David.	Broadcast National	25/11	<a href="#">London Live</a>
City Bridge Trust	South London Press	22,500	City Bridge Trust, is featured in <i>South London Press</i> , after awarding a £47k	Regional-South London	25/11	<a href="#">South London Press</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
			Stepping Stones grant to homeless charity Thames Reach			
Stepping Stones	Charity Times	14,000	Article on Stepping Stones Grants of £700,000 to 17 London charities	National trade	28/11	<a href="#">Charity Times</a>
The Bike Project	Bike Bizz	4,500	Article on Grant from City Bridge Trust to the Bike Project- helping refugees	National online trade	28/11	<a href="#">Bike Bizz</a>
Strategic Review	London Bulletin	5,000	Article on the survey launched as part of CBT's strategic review	Online national	02/12	<a href="#">London Bulletin</a>
City Bridge Trust	Evening Standard	858,504 daily	Exclusive article on the survey launched as part of the CBT Strategic review with David Farnsworth interview	Newspaper	02/12	<a href="#">The Evening Standard</a>
City Philanthropy	Financial News	292,348	Cheryl Chapman, Director of City Philanthropy, is quoted in on the newspaper's Extra Mile list 2016, which recognises the achievement of financial employees who have made the	Online national trade	04/12/	<a href="#">Financial News</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
			biggest contribution to good causes.			
City Bridge Trust	City AM	1,657,000 daily	City Bridge Trust is mentioned in a column in City Am from Mark Boleat discussing a responsible businesses event attended by David Farnsworth	London Newspaper	05/12	<a href="#">City AM</a>
Young Barnet Foundation	Charity Today	-	City Bridge Trust is mentioned in an article in Charity Today about the Young Barnet Foundation's fund for Children and Young People's organisations in Barnet to support them to continue to deliver services and activities across Barnet-supported by CBT	Online national trade	06/12	<a href="#">Charity Today</a>
The Strategic Review	Charity Times	14,000	Article on the survey launched as part of CBT's strategic review	Online national trade	06/12	<a href="#">Charity Times</a>
Armenian Centre for Information and Advice	London Bulletin	5,000	Article on 21 years of CBT grants changing the lives of thousands of Londoners.	Online national	07/12	<a href="#">London Bulletin</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
City Bridge Trust	The Voice	57,000	City bridge Trust is mentioned in an article on The voice about employment rates amongst young black men and CBT taking part in a two initiative to increase this.	Online	07/12	<a href="#">The Voice</a>
Charitable giving	East London Advertiser	6,885 weekly	Lord Mayor's Visit to Mildmay Hospital, an AID'S charity, for their 150 <sup>th</sup> anniversary.	Online	08/12	<a href="#">East London Advertiser</a>
City Bridge Trust	House magazine	2,500 weekly	MP Mark Field speaks about the work of City Bridge Trust in a piece in House Magazine on giving	Monthly parliamentary magazine	09/12	<a href="#">House Magazine</a>
Artsadmin	London Bulletin	5,000	The £95,000 grant given to charity Artsadmin by City Bridge Trust features on the London Bulletin site.	Online	09/12	<a href="#">London Bulletin</a>
City Bridge Trust	City Matters	15,000 weekly	<a href="#">City Matters</a> reports the meeting of representatives from 13 City-based firms with the City of London Corporation's	City of London	10/12	<a href="#">City Matters</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
			Responsible Business team and City Bridge Trust to discuss ways in which they can combat youth unemployment in the capital.			
City Bridge Trust	Daily Telegraph	458,272 Daily	David Farnsworth, Director of The City Bridge Trust, is interviewed by the <a href="#">Daily Telegraph</a> on philanthropy and the 'giving agenda' in the City of London. City Bridge Trust, City Philanthropy and the Lord Mayor's Appeal are all referenced	National	12/12/16	<a href="#">Daily Telegraph (viewable internally only)</a>
Living Streets	Redbridge Yellow Advertiser	120,000	Redbridge Yellow Advertiser reports about a recent City Bridge Trust grant to charity Living Streets, which will be used for a walking project designed to improve fitness levels among older people in Redbridge.	Regional-North east London	12/12/16	<a href="#">Redbridge Yellow Advertiser</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
Kings Cross Brunswick Neighbourhood Association	London Bulletin	5,000	The <a href="#">London Bulletin</a> reports on a City Bridge Trust grant of £81,200 for the Kings Cross Brunswick Neighbourhood Association.	Online	13/12/16	<a href="#">London Bulletin</a>
Living Streets	Ilford Recorder	4,099	<a href="#">Ilford Recorder</a> reports on a recent City Bridge Trust grant to the charity, Living Streets, for a walking project aimed at improving fitness levels among older people in Redbridge.	Regional-North east London	14/12/16	<a href="#">Ilford Recorder</a> <a href="#">Ilford Recorder</a>
Armenian Centre for Advice and Artsadmin	City Matters	15,000	<a href="#">City Matters</a> reports that David Farnsworth, director of City Bridge Trust, was the guest of honour at the Centre for Armenian Information and Advice (CAIA), which has been supported by the City of London Corporation's charitable arm for the last 20 years	Regional-City of London	15/12	<a href="#">City Matters</a>
Charitable	Docklands	6,885	Lord Mayor Andrew	East	16/12	<a href="#">Docklands &amp; East London</a>

Organisation	Publication	Readership / Frequency	Detail	Coverage	Date	Weblink
giving	and East London Advertiser		Parmley's visit to Mildmay Hospital was reported by <a href="#">Docklands &amp; East London Advertiser</a> .	London		<a href="#">Advertiser</a> . [viewable internally]
Artsadmin	Docklands and East London Advertiser	6,885	The City Bridge Trust's grant to the Artsadmin charity is reported by the Docklands and East London Advertiser	East London	16/12	<a href="#">Docklands &amp; East London Advertiser</a> . [viewable internally]
Rehabilitation for Addicted Prisoners Trust	Charity Today	-	Charity Today runs a story on the £123,000 grant given to RApT for their programme helping people recovering from addictions on their release from prison.	Online national trade	16/12	<a href="#">Charity Today</a>
Living Streets	Wanstead & Woodford Guardian	5,000 Weekly	The Wanstead and Woodford Guardian ran an article on Living Streets receiving a grant front CBT on their front page.	Regional-Redbridge	16/12	<a href="#">Wanstead and Woodford Guardian</a>

<b>Committee</b>	<b>Dated:</b>
<b>City Bridge Trust</b>	<b>10<sup>th</sup> January 2017</b>
<b>Subject:</b> London Youth Quality Mark Awards	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Decision</b>

## Summary

This report seeks additional funds to continue the London Youth Quality Mark Awards scheme, as your initial allocation (£300,000) is now at an end.

## Recommendation

Members are asked to:

- Agree an allocation of £150,000 to continue the London Youth Quality Mark Awards scheme until the implementation of your new programmes in 2018.

## Main Report

### Background

1. The London Youth Quality Mark Award scheme was incorporated within your current programmes when these were set in late 2013 and is, in effect, a partnership between CBT and London Youth, the membership/support body for the capital's voluntary managed youth provision – currently c.400 organisations.
2. The Quality Mark is the only quality assurance scheme for youth clubs accredited by City & Guilds and, uniquely, involves young people in the assessment process. It provides youth organisations with a badge of excellence that they can show to local authorities, funders and young people to prove they are doing the most they can to transform lives. The Quality Mark is designed to be straightforward, ideal for all kinds of community-based youth work. There are three standards – Gold, Silver and Bronze. Each Quality Mark lasts for three years, after which it needs to be renewed.
3. In July 2013 the Court of Common Council agreed for CBT to support youth work in London by promoting and supporting the highest possible standards of service delivery by implementing a grant award scheme, in partnership with London Youth, between September 2013 and August 2016, to award funds to voluntary organisations gaining or renewing their London Youth Quality Mark at either Gold

or Silver standard and to London Youth for overall administration. The grant criteria award levels are:

- £7,000 payable to every voluntary-managed youth organisation which gains the Gold standard for the first time;
- £5,000 payable to every voluntary-managed youth organisation which gains the Silver standard for the first time;
- £3,000 payable to every voluntary-managed youth organisations which renews either its Gold or Silver standard; and
- no more than one 'reward' grant to be claimed by any organisation;
- £500 payable for administrative support to London Youth for every Quality Mark awarded.

### **Current Position**

4. To date, the Quality Mark scheme has been a great success. Your Committee allocated an initial £300,000 to the scheme in early 2014 – funds which have now been drawn down and which need replenishing, should you agree.
5. In the period from January 2014 – November 2016 a total of 48 Awards have been granted – 21 for Gold; 20 for Silver; and 7 for renewal. £24,000 was made available to London Youth (through the £500 per award mechanism) to manage and deliver the scheme.
6. In 2015 London Youth (with support from John Lyon's Charity) commissioned an independent review of the scheme by Shephard & Moyes Ltd. At that point in time 89 Clubs (20% of the total membership) held a Quality Mark (18 with Gold; 13 with Silver). Whilst many more have been progressed since the review, there is ample scope for more organisations to take part.
7. The review showed that 71% of Clubs did not hold any other Quality Marks, indicating that the London Youth scheme was encouraging organisations to consider quality standards who would not otherwise do so. Over half of Clubs chose to apply for the QM as a means to improve what they do; and 90% of Clubs surveyed agreed that the QM encouraged them to improve what they do.
8. The review found that the financial incentive provided by City Bridge Trust was significant in encouraging organisations to seek a Quality Mark in the first instance, and also to aim for the higher standard where possible ("*...the City Bridge funding is a big incentive, without which many would not have engaged*") One organisation was quoted as saying: "*The City Bridge funding was a big motivator and I'm not sure we would have done it without this*".

### **Options**

9. At the time of writing, all but £28,000 of the original allocation of £300,000 for the Quality Mark scheme had been drawn down.

10. Funds are not given to London Youth in advance, rather they are held by the Trust and London Youth request their release as and when an organisation achieves its Quality Mark. At this point the successful Clubs are asked – for general information – how they may use the Award funding. Interestingly, most do not use these for their core or everyday costs but for special activities, fuller school holiday programmes, and such like. This in itself shows a clear commitment by the Clubs to investing as much as they can in the young people themselves.

### **Proposals**

11. It is recommended that you allocate £150,000 to the London Youth Quality Mark partnership programme in order to continue this scheme until 2108 when your new programmes are launched

### **Conclusion**

12. The London Youth Quality Mark scheme has been a very successful partnership between the Trust and one of London's key infrastructure organisations, helping to make much-needed funds available to grassroots youth services whilst encouraging them to become better at what they do. For young people to thrive, grow in skills and confidence, build strong networks and have fun, it is essential that what they experience in the space outside of the family and school is high quality, focused on their needs, and supports them in genuinely positive ways. Supporting the adoption of the Quality Mark is a valuable and effective way of the Trust investing in London's young people.

**Ciaran Rafferty**  
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**MEETING: 10/01/2017**

**Ref: 13550**

**ASSESSMENT CATEGORY - Improving Londoners' Mental Health**

**BiPolar UK**

**Adv: Julia Mirkin**

**Amount requested: £199,127**

**Base: Westminster**

**Benefit: London-wide**

**Amount recommended: £200,000**

**The Charity**

Bipolar UK (BUK) is the only national charity dedicated to supporting individuals and families affected by Bipolar disorder, formerly referred to as Manic Depression. There are over one million people in the UK with Bipolar, which is characterised by manic highs, alternating with suicidal lows, and for which there is no known cure. It takes, on average, 10.5 years to receive a correct diagnosis of Bipolar in the UK. During 15/16, BUK supported more than 80,000 individuals and families - an increase of c.12% on the previous year. Demand for services is growing, reflecting reduced statutory support; increased profile; and new services offered by the charity including: volunteer mentoring; support groups; crisis support; a youth service; as well as BUK's eCommunity, an online community of people living with Bipolar who offer peer support through a moderated forum, for which funding is now requested.

**The Application**

BUK proposes to develop and enhance its e-Community, a 24-hour monitored forum, enabling it to accommodate a growing and increasingly young range of beneficiaries. The request – and the sum recommended – is larger than a “typical” grant you might make but is not unreasonable given the demonstrable need to be served, some of it concerning life or death situations.

**The Recommendation**

BUK has been providing moderated forum support for 15 years and 72% of eCommunity users state that it reduces their isolation, particularly at night or during weekends. During 2015/16, 35 people were referred from the eCommunity to crisis support services having been identified as at risk of suicide. BUK's CEO is Chair of the Mental Health Alliance, ensuring BUK is well networked and that all potential signposting routes are established and utilised.

***£200,000 over three years (£65,300; £60,500; £74,200) towards 25% of the full-time Information & Support Manager's salary; part-time Moderators; eCommunity platform development; IT support and on costs.***

**Funding History**

Meeting Date	Decision
09/09/2010	£105,000 over three years (3 x £35,000) for the salary costs of a Youth Co-ordinator for London.

**Background and detail of proposal**

The symptoms of Bipolar can change during a person's lifetime, depending on hormones, medication and external 'triggers'. Behaviour can range from an individual sending a flurry of five-page emails to their boss at 4am; to knocking down a supporting wall in the family home. On the other end of the spectrum, someone might feel unable to leave their room for weeks. Bipolar increases the risk of suicide by 20 times (NHS choices: Suicide – causes). BUK's eCommunity project allows

individuals, their peers and BUK moderators to ensure appropriate support is received by users at the right time, whenever that may be.

The eCommunity is growing: in 2013/14 there were 7,800 members, now there are 15,100, of which 15% are Londoners. The eCommunity project is increasingly attractive to under 18s, currently representing 10% of membership. In 2013/14, there were 500 members aged under 18 years; in 2014/15, it was 1,600. The charity believes that the eCommunity site is 'fast approaching tipping point': the frequency with which it becomes 'unavailable' is growing as membership and user traffic grows.

BUK proposes to increase the eCommunity's server space, allowing it to accommodate increasing users and reduce site crashes; it proposes to improve functionality, allowing greater expression in online communication through the use of images and colours and multi-sensory engagement; member recognition will be enhanced allowing a more personalised service and more sophisticated connectivity. BUK also proposes to create a secure section of the forum specifically for beneficiaries under the age of 18. This area of the site will have greater safeguarding and moderation functions; it will offer scheduled and structured discussions and online activities managed by a Youth Officer. The proposal is for the costs of forum development, IT support and eCommunity moderators and ongoing ITC support.

### **Financial Information**

Deficits in last two years (14/15 and 15/16) were caused by spending down a £300K legacy, used to build capacity in the team, specifically making an investment in fundraising. Income exceeded expenditure in the three preceding years prior to this. Unrestricted free reserves are currently just below target, which is based on 3-4 months unrestricted expenditure. However, given that such spend will be lower than in recent years, the organisation expects to enter the reserves target range in 16/17.

BiPolar has implemented a number of governance, public awareness and service-level changes in response to substantive user consultation and an organisational review five years ago. Broadening the organisation's unrestricted income sources has been a particular focus and has been achieved by developing fundraising from legacies and donations; introducing a Christmas appeal; and seeking unrestricted grant funding implementing full-cost recovery.

The organisation's 16/17 budget is aspirational: it seeks to increase activity in order to continue developing services in response to growing demand. It does, therefore, include project costs beyond those that are for core operations and can be scaled back if funding is not secured. A more realistic income projection for 16/17 is between £1m - £1.1m and the projected unrestricted deficit is £62,000. The organisation has confirmed that its Board has agreed to focus on building unrestricted reserves over the next three years.

<b>Year end at 31 March</b>	<b>2014/15 Audited</b>	<b>2015/16 Draft Accounts</b>	<b>2016/17 budget</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income and Expenditure</b>			
Income	772,224	773,091	1,331,200
Expenditure	852,024	979,717	1,1327,674
Unrestricted Funds Surplus / (Deficit)	(131,231)	(171,792)	(168,578)
Restricted Funds Surplus / (Deficit)	51,431	(34,834)	172,104
<b>Total Surplus / (Deficit)</b>	<b>(79,800)</b>	<b>(206,626)</b>	<b>3,526</b>
Surplus / (Deficit) as a % of turnover	(10.3%)	(26.7%)	0.26%
Cost of Generating funds (% of income)	144,435 (18.7%)	154,404 (20%)	222,191 (16.7%)
<b>Free unrestricted reserves</b>			
Unrestricted free reserves at Year End	327,581	134,941	(33,637)
months' worth of expenditure	4.6	1.65	(0.3)
Reserves Policy target	213,006-284,008	244,929-326,572	97,000 – 126,000
months' worth of expenditure	3-4	3-4	3-4
Free reserves over/(under) target	114,575-43,573	(109,988)- (191,631)	(130,637) – (159,637)

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**MEETING: 10/01/2017**

**Ref: 13661**

## **ASSESSMENT CATEGORY - Improving Londoners' Mental Health**

**Mind in Camden**

**Adv: Tania Bronstein**

**Base: Camden**

**Amount requested: £133,396**

**Benefit: London-wide**

**Amount recommended: £132,350**

### **The Charity**

Mind in Camden (MiC) provides services for people with mental health problems. These include a daily programme of activities to promote wellbeing and recovery; a service for people addicted to minor tranquilisers; a social prescribing project run in partnership with GPs; and projects for people who hear voices (a term encompassing people who hear voices, see visions, or experience unusual sensory perceptions or beliefs). These include developing peer support groups in the community (currently 24 across London) and in places of detainment, as well as projects for young people.

### **The Application**

In the past five years MiC has been developing peer support groups in prisons and secure units to improve the wellbeing of offenders who experience distress through hearing voices (HV). The project aims to reduce this distress by providing a safe setting to enable people who hear voices to share experiences and coping strategies, and also to relieve the stigma and isolation they face. MiC has been training custodial staff to facilitate peer support groups of people who hear voices; has co-facilitated HV groups with staff at the outset; and has been supporting staff to sustain their groups through training, mentoring, resources, and problem solving advice. MiC seeks 3 years' funding to continue this work, to set up 2-3 new HV groups per year in these settings and in young offenders' institutions and immigration detention centres, and to pilot groups for ex-offenders released into the community. Over three years, 1,300 people who hear voices would take part in these groups.

### **The Recommendation**

This project builds on 10 years' of practice and research evidencing that peer support helps people to cope better with their HV experiences, regain control, and reduce stress, isolation and the need for mental health care/medication. This support is needed in forensic settings given levels of prisoners' reporting symptoms indicative of psychosis. Delivery through custodial staff assures that groups would be sustained.

***£132,350 over three years (£42,850; £44,100; £45,400) towards a full-time salary, running costs and overheads to develop networks of peer support for people who hear voices at places of detainment in London.***

### **Funding History**

Meeting Date	Decision
28/01/2016	Declined due to insufficient evidence of need.
02/12/2010	£150,000 over three years (3 x £50,000) towards a project supporting children and young people who hear voices, see visions or experience other unusual perceptions.

02/02/2006	£120,000 over three years (3 x £40,000) towards supporting the establishment of "Hearing Voices" groups across London.
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### Background and detail of proposal

HV can be an exceedingly disturbing experience. As fewer than 40% of people who hear voices respond to medication to reduce delusions and hallucinations, support to help people to cope with these experiences is much needed, especially in places of detention: 25% of women and 15% of men in prison report 'symptoms indicative of psychosis' (Ministry of Justice 2013); and 20% of self-inflicted deaths in custody are associated with unusual voices, visions or beliefs (HM Inspectorate of Prisons 2007).

No other agency supports this group in custodial settings. Despite the stresses of working in such places e.g. rigid routines, constant change of custodial providers and high levels of staff turnover, the average life of HV groups in prisons and secure units has been 30 months. Feedback to date is encouraging. Users report greater ability to cope, more control over their voices and a new sense of hope. Past successes in gaining "buy in" from prisons' multiple hierarchies give confidence that groups in new settings would come to fruition. The advised grant is exclusively for work in Greater London. MiC also plans to work in the South East with funds secured from the Tudor Trust (£90,000 over 3 years).

### Financial Information

Forecast income in 2016/17 is £650,083, of which £635,503 (98%) was secured by 8<sup>th</sup> November 2016. Budgeted income next year is £681,695, of which £266,829 (39%) has been confirmed. This is not a concern as 48% of income comes from charges for services and a charity shop, which is earned throughout the year. Of other income, 28% derives from contracts with statutory bodies, and 24% from charitable sources.

The free reserves policy level is set to cover three months of annual salary costs. The table shows the free reserves holding at the same level throughout the period below. This arises because despite a projected deficit on unrestricted funds in 2016/17, this deficit is planned to be fully met by designated funds carried forward from 2015/16.

Year end at 31 March	2015/16 Independently Examined Accounts	2016/17 Current Year Forecast	2017/18 Next Year Forecast
	£	£	£
<b>Income and Expenditure</b>			
Income	642,913	650,083	681,695
Expenditure	657,581	667,438	681,695
Unrestricted Funds Surplus / (Deficit)	(14,668)	(5,713)	0
Restricted Funds Surplus / (Deficit)	0	(11,642)	0
Total Surplus / (Deficit)	(14,668)	(17,355)	0
Surplus / (Deficit) as a % of turnover	2.3%	2.6%	0%
Cost of Generating funds (% of income)	63,611 (9.9%)	64,565 (9.9%)	65,534 (9.6%)
<b>Free unrestricted reserves</b>			
Unrestricted free reserves held at Year End	178,500	178,500	178,500
How many months' worth of salary costs	4.7	4.2	4.0
Reserves Policy target	114,015	128,397	133,758
How many months' worth of salary costs	3	3	3
Free reserves over/(under) target	64,485	50,103	44,742

**MEETING: 10/01/2017**

**Ref: 13541**

**ASSESSMENT CATEGORY - Making London More Inclusive**

**Greenwich Foundation for the Old Royal Naval College**

**Adv: Sandra Jones**

**Amount requested: £100,000**

**Base: Greenwich  
Benefit: London-wide**

**Amount recommended: £100,000**

**The Charity**

The Greenwich Foundation for the Old Royal Naval College (ORNC) was established in 1997 to conserve the buildings and grounds of the Old Royal Naval College, widen access and interpret the site and its heritage to diverse audiences. The site covers a complex of a number of baroque buildings designed by Christopher Wren in 1696 and includes the Old Royal Naval College.

As well as the 1.7 million visitors annually to the site (33% of whom are from London), of which over 400,000 visit the Painted Hall, the Foundation works with local schools including SEN schools, mainly from south and east London, providing workshops for 5,500 young people. Since the appointment of a community engagement officer, the charity works with a range of partners to offer support for adults who have experienced social isolation and have been long term unemployed, giving supported routes into gaining confidence and experience in the workplace. Apprenticeship opportunities are also offered in partnership with Greenwich and Lewisham & Southwark FE Colleges. Alongside the schools programme the staff delivers ESOL classes in the Painted Hall, as well as citizenship ceremonies.

**The Application**

The ORNC is currently undertaking an £8million programme of conservation in the Painted Hall, and as part of the works an access audit was undertaken by the Centre for Accessible Environments (CAE) on the entrance area. Estimated costs for this are £237,605 for which an application has been made for £100,000. The work involves adapting the kerb, paving and threshold of a new entrance, raising the height of existing door openings; raising the floor level in the new entrance lobby and corridor, forming steps and balustrades; installing a scissor action hydraulic platform lift, new glazed automated doors and new floor surfaces and perimeter detail, signage and improved lighting.

**The Recommendation**

The Painted Hall is an iconic landmark in London and with the access work will enable more Londoners to be able to use the Hall. Plans for increasing use by local schools, colleges and communities will be implemented once the work is completed.

***£100,000 towards costs of the access work to the entrance area to the Painted Hall.***

**Funding History**

Meeting Date	Decision
10/07/2007	This was a large request for disability access for an historic building of national significance which did not address London benefit.

## Background and detail of proposal

As part of the Painted Hall Conservation Project, a number of improvements are to be undertaken to ensure that the building is fully accessible. In order to identify the work needed, the CAE undertook an access audit to inform the Painted Hall conservation project. The audit concluded that 'significant access enhancements are achievable whilst respecting the physical fabric and appearance of the scheduled ancient monument'. Its main recommendation was to upgrade the existing accessible side entrance to become an inclusive entrance for all visitors to the Painted Hall, the work identified to make the building accessible is listed above.

Alongside the conservation work of the Painted Hall, in October 2015 ORNC published a plan outlining how it intends to further develop its engagement work to ensure Londoners, particularly those living in boroughs surrounding the site, utilise the Painted Hall. As well as continuing current activity with schools and colleges, apprenticeships and ESOL classes the ORNC are working with a range of partners to widen the audience. This includes the local University of the Third Age, local voluntary and community groups and communities of interest where the charity will offer peer development of programmes.

## Financial Information

Forecast income in the current year is £6,284,452 of which £5,027,562 (80%) is confirmed as at 17 November 2016. The unrestricted reserves in each year include £2,355,409 which the Trustees set aside to cover ORNC's contribution to the second phase of the Painted Hall Conservation project. ORNC hope to be able to reduce this designation through successful fundraising. ORNC have confirmed that if they are able to release any element of the designation to the general operating fund this will give some cover for any unexpected or unplanned works that may be required in the future. Other designated funds of £4.5million are held which relate to fixed assets, and head and site lease arrangements. There are planned deficits on unrestricted funds until 2018/19 due to constraints on raising commercial income during works.

Year end at 31 March	2014/15 Audited Accounts £	2015/16 Audited Accounts £	2016/17 Budget £
<b>Income and Expenditure</b>			
Income	5,758,115	6,802,547	6,284,452
Expenditure	4,975,467	6,054,301	7,006,451
Unrestricted Funds Surplus / (Deficit)	289,562	(838,030)	(297,221)
Endowment Fund Surplus/ (Deficit)	511,147	909,908	Calculated at year end
Restricted Funds Surplus / (Deficit)	(18,061)	676,368	(424,778)
Total Surplus / (Deficit) before revaluation	782,648	748,246	(721,999)
Revaluation of listed investments	128,540	(26,778)	Calculated at year end
	911,188	721,468	(721,999)
Surplus / (Deficit) as a % of turnover	15.8%	10.6%	(11.5%)
Cost of Generating funds (% of income)	590,775 (10.3%)	673,196 (9.9%)	Calculated at year end
<b>Free unrestricted reserves</b>			
Free unrestricted reserves held at Year End	1,136,559	1,545,850	1,055,658
How many months' worth of expenditure	2.7	3.1	1.8
Reserves Policy target	500,000	500,000	500,000
How many months' worth of expenditure	1.2	1.0	0.9
Free reserves over/(under) target	636,559	1,045,850	555,658

MEETING: 10/01/2017

Ref: 13387

## ASSESSMENT CATEGORY - Making London Safer

**The Soldiers, Sailors, Airmen and Families Association - Forces Help (SSAFA)**

**Adv: Jemma Grieve Combes**

**Amount requested: £102,000**

**Base: City  
Benefit: London-wide**

**Amount recommended: £102,000**

### **The Charity**

SSAFA is the UK's oldest national tri-military charity, providing support to service personnel, veterans and their families. At the core of the charity's work is its casework service delivering welfare advice and support. This is provided by 7,000 trained volunteers in the community through 92 regional branches and directly on military bases through 68 voluntary service committees. SSAFA is contracted to deliver health and social contracts to Armed forces in the UK and overseas. It also provides a range of specialist services include mentoring for those leaving military life; an adoption and fostering service; short respite breaks for service children with a disability or additional need; and family support groups for those who are bereaved. The charity runs a number of residential services including a care home, two homes for injured personnel and their families and two Stepping Stone homes for women and children facing homelessness following relationship breakdown.

### **The Application**

Women survivors of domestic violence with a military connection face particular challenges such as frequent home moves and, if they are the non-serving partner, the insecurity of military accommodation if they leave their partner. **Stepping Stones House** provides a specialist service for these women and their children by providing safe accommodation and support for as long as they need. The request for funding is for a contribution to the salary of the Home Manager. The Home Manager not only provides a family support role to women but liaises with external bodies such as social services and health professionals, manages **Stepping Stones House's** staff and ensures that policies and procedures are in place to create a safe and secure environment.

### **The Recommendation**

**Stepping Stones House** is a well-established service meeting the needs of women and children with specialist needs. The house is open to women from all over the UK. However the majority will be from London and resettle in London: in 2015 64% were from London boroughs and 50% resettled in London areas. As the funding request is for 11% of the total project costs this is in line with your policies. If you award a grant as advised the organisation will need to raise a further £72k to make year one viable, otherwise it will call on its unrestricted reserves. It is recommended that your funding in years 2 and 3 is conditional on sufficient funds being raised.

***£102,000 over 3 years (£33,300; £34,000; £34,700) for the salary of the f/t Stepping Stones House Home Manager. The grant in years 2 and 3 is conditional on sufficient funds being raised to make the initiative viable.***

## Funding History

Meeting Date	Decision
22/09/16	Withdrawn (SSAFA London City East Division)
28/04/11	£10,000 for the SSAFA London City East Division for a third and final year towards running costs to continue to support older Service and National Service veterans and their dependants in central London.

## Background and detail of proposal

Stepping Stones House is a registered refuge in North West London that provides safe and supportive accommodation for up to 20 women with a military connection and their children following relationship breakdown. In 2015 51 % of its families were fleeing domestic violence. The House is staffed by a team of three support workers, one of which is the House Manager and all are trained caseworkers. The House Manager lives on site and ensures a 24 hour service is provided.

Women are usually referred to Stepping Stones house through SSAFA's volunteers and unit welfare officers, though a growing number are self-referring through its website. The House Manager aims to assess all applications with 24 hours, working with outside professional support agencies. Once an application is accepted a member of staff will carry out safety planning, arrange transportation and if necessary accompany the woman and any children to safely arrive at the House. On arrival women receive a welcome pack and all furnishings are provided: this is critical to women who often arrive with no more than a few bags of clothes and toys.

Once a woman is settled staff will carry out a risk management plan and needs assessment to develop an outcome based support plan. This might include support with organising childcare or schooling, accessing grant funding and benefit entitlements, adult education or training and housing needs. If required, staff will accompany women to appointments such as the doctors, counselling and solicitors. Primarily, however, staff provide emotional support to women who are often distressed and vulnerable. Families can stay at Stepping Stones House as long as they need to which is typically up to 14 months. As well as the core programme of support, trips and outings are arranged to make sure children have treats on special occasions.

## Financial Information

£41,542,000 (90%) of current year income is confirmed as at 2<sup>nd</sup> November 2016. Forecast/budget income has reduced post 2015 as a result of contractual income from the MOD declining as the number of service personnel based overseas reduces, alongside contracts with the NHS diminishing in value.

The cost of generating funds is relatively high, including the organisation's costs of delivering contracted services for the NHS (£5.3m in 2015). This figure is reducing in subsequent years as the level of this service provision reduces.

SSAFA's balance sheet shows a defined pension scheme liability of £37.8m. It is the view of the charity that the liability lies with the Ministry of Defence. It reports that conversations with the Ministry are ongoing and it hopes to positively resolve the issue in early 2017. Excluding this liability, the charity's free unrestricted reserves

stand at just over £25m which equates to 5.5 months expenditure. In addition the charity holds designated funds of just over £2m for specific projects. The organisation has a reserves policy to hold 2 year's operating costs from which it excludes restricted expenditure and direct costs on NHS, health and social care contract work. In 2016 this was equivalent to £34,900,000. It explains that this policy is to allow it to meet its commitment to lifelong support for its beneficiaries.

<b>Year-end at December</b>	<b>2015 Audited Accounts</b>	<b>2016 Current Year Forecast</b>	<b>2017 Budget</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<b>Income and Expenditure</b>			
Income	53,819,000	47,900,000	39,935,000
Expenditure	55,434,000	48,060,000	40,053,000
Unrestricted Funds Surplus/ (Deficit)	(1,429,000)	63,000	(900,000)
Restricted Funds Surplus / (Deficit)	(186,000)	(223,000)	782,000
Total Surplus / (Deficit)	(1,615,000)	(160,000)	(118,000)
Surplus / (Deficit) as a % of turnover	(3%)	(0.3%)	(0.3%)
Cost of Generating funds (% of income)	14.8%	9.3%	14.2%
Net gains/losses	5,024,000	Calculated at year end	Calculated at year-end
<b>Total Surplus / (Deficit)</b>	<b>3,409,000</b>	<b>(160,000)</b>	<b>(118,000)</b>
<b>Free unrestricted reserves</b>			
Unrestricted free reserves held at Year End	25,303,000	28,354,000	27,454,000
~ how many months' worth of expenditure	5.5	7.1	8.2
Reserves Policy target	33,342,000	34,900,000	35,300,000
~ how many months' worth of expenditure	7.2 months (24 months operating costs)	8.7 months (24 months operating costs)	10.6 months (24 months operating costs)
Free reserves over target / (under target)	(8,039,000)	(6,546,000)	(7,846,000)

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**MEETING: 10/01/2017**

**Ref: 13686**

## ASSESSMENT CATEGORY - Older Londoners

**Cripplegate Foundation**

**Adv: Olivia Dix**

**Base: Islington**

**Amount requested: £153,750**

**Benefit: Islington**

**Amount recommended: £141,000**

### **The Charity**

Cripplegate Foundation works to achieve change that will transform the lives of Islington's most disadvantaged residents, using all its assets. Islington Giving was set up in 2010 by Cripplegate Foundation and is an independent group of funders, businesses, residents and voluntary organisations working together to address poverty and inequality in Islington. Since 2010, Islington Giving has raised £4,649,250 and supported 58 projects and organisations.

### **The Application**

The grant request is to support Islington Giving's Saturday Socials programme of accessible weekend activities to help older people combat isolation, improve wellbeing and skills and feel better connected. It is working through a partnership of local organisations: All Change Arts; Cubitt Education and North London Cares with support from Age UK Islington and Arsenal in the community,

### **The Recommendation**

Islington Giving is a successful place-based giving initiative, backed by Cripplegate Foundation (which itself) was established in 1500. The amount originally asked for has been reduced as some money for one partner organisation had been included incorrectly in its overheads and which was already in its marketing budget. In addition the percentage of the overall costs for this partner's overheads was reduced by 1%.

***£141,000 over three years (£45,640, £47,000, £48,360) towards staffing and operational costs of the Saturday Socials programme.***

### **Funding History**

Meeting Date	Decision
18/4/2011	£119,500 over three years to set up a partnership project to support older isolated people
12/02/14	£220,000 over two years to develop the Islington Giving model and roll it out to other Boroughs

### **Background and detail of proposal**

In 2014 Islington Giving initiated an innovative partnership (supported by a City Bridge Trust Strategic Initiative grant) to help confront the isolation and limited opportunities faced by many of Islington's older residents. The Saturday Socials are a programme of accessible activities run on Saturdays (and some Sundays) a time of the week when people feel particularly isolated. There is a complementary programme of outreach projects during the week and at weekends to ensure that there is direct investment in bringing in the most vulnerable residents. A minimum of 48 weekend social events and activities will be delivered per year including creative arts activities, health and fitness sessions and visits to cultural events. A minimum of

750 individual older people will participate in at least one event and outreach work will include 5 tailor-made projects to be delivered in day centres, residential care and home settings

### Financial Information

All income for the current financial year has been raised. For 2017, £870,000 has been confirmed to date (46% of forecast income), excluding draw-down from the endowment funds. Once these are factored in a surplus position will result.

Year-end at 31 December	2015 Audited	2016 Forecast	2017 Budget
<b>Income and Expenditure</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income	2,248,899	2,107,950	1,885,250
Expenditure	2,174,860	2,464,691	2,306,478
Unrestricted Funds Surplus / (Deficit)	20,345	(256,741)	(78,728)
Restricted Funds Surplus / (Deficit)	224,580	(100,000)	(342,500)
Endowment Funds Surplus / (Deficit)	(170,886)	To be included at year end	To be included at year end
<b>Total Surplus / (Deficit)</b>	<b>74,039</b>	<b>(356,741)</b>	<b>(421,228)</b>
Net/gains losses on investments	(165,554)	To be calculated at year end	To be calculated at year end
Net income/expenditure	(91,515)	(356,741)	(421,228)
Surplus / (Deficit) as a % of turnover	(4%)	(16.9%)	(22.3%)
Cost of Generating funds (% of income)	223,103 (10%)	To be calculated* at year end	To be calculated* at year end
<b>Free unrestricted reserves</b>			
Unrestricted free reserves held at Year End	781,466	524,725	445,997
~ how many months' worth of expenditure (running costs)	9.38	6.3	5.35
Reserves Policy target	500,000	500,000	500,000
~ how many months' worth of expenditure (running costs)	6	6	6
Free reserves over target / (under target)	281,466	24,725	(54,003)

\* Because includes investment management costs

**MEETING: 10/01/2017**

**Ref: 13559**

## ASSESSMENT CATEGORY - Older Londoners

**Royal Trinity Hospice**

**Adv: Sandra Davidson**

**Base: Lambeth**

**Amount requested: £107,082**

**Benefit: Hammersmith &**

**Fulham; Kensington & Chelsea**

**Amount recommended: £107,100**

### **The Charity**

Royal Trinity Hospice (RTH) is the UK's oldest hospice and has been providing end of life care for 125 years. It was founded by the Hoare banking family, owners of the oldest bank in the UK. The hospice is located in Clapham and provides skilled compassionate care and support to people with progressive, life-limiting illnesses and those close to them. Serving boroughs both north and south of the river, each year up to 2,000 patients, friends and family members are supported. Services include: nursing and medical care, emotional, welfare advice, physiotherapy, complementary therapies, spiritual care and creative activities. It also operates bereavement services for children and adults) and specialist education programmes for GPs and other care providers. The ethos of RTH ensures patients and those close to them can live life to the full for whatever time is left. HRH The Duchess of Cornwall became patron in 2006 taking over the role from HRH The Queen Mother, who had been a patron for 76 years. In recognition of its outstanding work and long history of Royal patronage the charity received notification that HM The Queen granted permission for it to be called Royal Trinity Hospice. The name was formally adopted in October 2015.

### **The Application**

Royal Trinity Hospice is seeking three years' funding towards expanding its Community Dementia Service. This project will enable the charity to extend the service to Hammersmith and Fulham (H&F) and provide a dedicated permanent service in Kensington & Chelsea (K&C) to improve the wellbeing of patients with dementia and their carers, living at home or in care. The service builds on the successful pilot in K&C in 2015 funded by West London Clinical Commissioning Group. The project aims to benefit those 75 years plus and older carers.

### **The Recommendation**

The Hospice plays a vital role in ensuring people living with dementia experience excellent end-of-life care. The provision of specialist dementia care to patients living at home is particularly beneficial to older patients. Dementia is a condition that affects about 800,000 people in the UK. It is now one of the top five causes of death according to figures released by the National Office of Statistics. The request fits closely with your areas of interest in Older Londoners.

***£107,100 over three years (£35,400; £35,300; £36,400) towards the salary of a full-time Dementia Specialist Nurse and associated project costs.***

### **Funding History**

Meeting Date	Decision
07/09/2011	£123,000 over three years (£40,000; £41,000; £42,000) for the salary and support costs of a full-time Welfare Advisor.
03/12/2009	Application declined as the work did not meet your priorities.

## Background and detail of proposal

Figures released by the Joint Strategic Needs Assessment estimates the number of people with dementia in the local population is approximately 1200 in H&F; 1,500 in K&C and 1,800 in Westminster. About half of these people are 85+. If the current prevalence rates in the population remain the same, the total across the three boroughs is estimated to rise from 4,500 in 2015 to 7,000 in 2030 for those aged 65+. The aging population is likely to create a 55% increase in the number of people across the three boroughs with dementia over the next 15 years. Diagnostic, treatment and care service provision will need to expand proportionately to meet this increasing demand. Trinity's plan is to increase access to its Community Dementia Service by expanding the service. Over the three years 210 patients aged 75 and over (and their carers) will receive specialist support. The service will help people manage symptoms such as pain, aggression and anxiety including identifying those who are in pain but unable to communicate. In addition to providing specialist support to patients with dementia and their carers the service will provide guidance to health and social care professional in best practice in-end-of –life care. Outcomes for patients include: reduction in anxiety and improvements in health and well-being. For carers outcomes include: reduced isolation and access to a range of support services.

## Financial Information

Total forecast income for the current year is £12,226,257 of which £4,910,880 (40%) had been confirmed by September 2016.

On 31<sup>st</sup> March 2016 the charity held free reserves of £2,860,400, which was after the Trustees had designated £1.7 million to develop a new Royal Trinity Centre north of the river. The overall fundraising target is £3.5 million which will include funding the development of the service for up to 10 years, dependent on the initial outlay. The designated fund above will enable the charity to react very quickly to secure a suitable property once one becomes available. Once the funds are raised the designated funds or part thereof will revert back to free reserves.

Year end at 31 March	2015/16 Audited	2016/17 Next Year Forecast
	£	£
<b>Income and Expenditure</b>		
Income	12,672,970	12,226,257
Expenditure	12,566,569	12,230,047
Unrestricted Funds Surplus / (Deficit)	170,426	(3,790)
Restricted Funds Surplus / (Deficit)	(52,082)	0
Endowment Funds Surplus / (Deficit)	(11,943)	0
Total Surplus / (Deficit)	106,401*	(3,790)
Surplus / (Deficit) as a % of turnover	0.8%	
Cost of Generating funds (% of income)	3,621,694 (28.6%)	4,037,210 (33%)
<b>Free unrestricted reserves</b>		
Unrestricted free reserves held at Year End	2,860,400	2,856,610
How many months' worth of <i>running costs</i>	2.8	2.8
Reserves Policy target	4,712,463	4,586,267
How many months' worth of <i>running costs</i>	4.5	4.5
Free reserves over/(under) target	(1,852,063)	(1,729,657)

\*excluding gains on revaluation of investment property of £5.3million.

MEETING: 10/01/2017

Ref: 13675

## ASSESSMENT CATEGORY - Reducing Poverty

**Refugee Action**

**Adv: Sandra Jones**

**Base: Westminster**

**Amount requested: £171,955**

**Benefit: London-wide**

**Amount recommended: £165,000**

### **The Charity**

Established in 1981, Refugee Action (RA) has become one of the leading national charities working to enable refugees and asylum seekers to build new lives. To achieve this the charity provides direct services as well as encouraging joined up working between refugee and asylum support organisations, and with mainstream services in order to maximise impact and effectiveness. One of RA's key areas is to end the avoidable poverty and homelessness of those going through the asylum process.

### **The Application**

Funding is sought towards an Asylum Crisis project for destitute asylum seekers based in London. The project offers effective complex casework and advocacy to enable vulnerable individuals and families seeking asylum to avoid homelessness and destitution. This will be delivered by 10 volunteers who are managed by a Project Co-ordinator (4 days per week) and the Deputy Manager for London at 1 day per week.

### **The Recommendation**

To date the project has been funded by Comic Relief, with the funding ceasing in December 2016. In reporting to Comic Relief, the project delivered by the Co-ordinator and a team of 14 volunteers supported over 89 complex cases in a year up to specialist level. This grant will provide continuation of this project. In discussion with your officer the project reduced the volunteer costs by £2,000 per annum.

***£165,000 over three years (£54,900; £54,700; £55,400) towards the costs of 4 days per week Project Co-ordinator; 1 day per week Deputy Manager; volunteer costs for 10 volunteers; and associated running costs.***

### **Funding History**

None

### **Background and detail of proposal**

Existing refugee advice services require refugees to come to them whereas Asylum Crisis is based on an outreach model, conducting assessment at drop-in services based in the communities where asylum seekers live and managing the casework from a central office. Frontline refugee support organisations often do not have the expertise and resources to contest Home Office refusals of support, whereas AS has partnerships with solicitors to challenge decisions.

Working with organisations supporting refugees and asylum seekers, the Project Coordinator and volunteers will run outreach drop-in sessions offering advice. Where there is the need for more in depth casework, this would be undertaken at RA's premises. Project volunteers are trained on specialist asylum support issues

and processes to create an expert team with a strong grounding in quality and impact. Where there is a need for representation at tribunal, e.g. to challenge social care or asylum support refusals, the charity will work with the solicitors from Asylum Support Appeals Project and Deighton Pierce Glynn.

### Financial Information

Forecast income in the current year is £4,770,398 of which £4,306,468 (90.3%) is confirmed as at December 2016, with 49% of the income for 2017/18 already confirmed. The charity is currently in a period of substantial financial change, with their income reducing from £20million in 2014/15 to less than £5million in the current financial year. This has been due to the loss of substantial grants from the Home Office and its agencies to deliver frontline advice and achieve a range of impacts for asylum seekers and refugees including integration support for resettled refugees, applications for support during the asylum process and support to access employment. Going forward, RA has secured £1.3 million per annum for three years for the Gateway Protection Programme and a further £2.4million per annum for Syrian resettlement, both grants from central government. The remaining 40% of their income is from Trusts and donations and earned income.

The charity has a clear strategy and plan for managing the significant contraction to the organisation, with reasonable sized forward agreed contacts and coverage of planned deficits. In addition reserves are primarily backed by liquid assets. RA have a £2m designated fund which was set up to cover the future planned deficits and the reason why free reserves haven't moved in 2016/17 is because this designated fund is expected to be utilised over the coming months. The charity considers that they will be breaking even by 2018/19.

Year end at 31 March	2015/16 Audited Accounts	2016/17 Forecast	2017/18 Forecast
	£	£	£
<b>Income and Expenditure</b>			
Income	10,544,000	4,770,398	6,060,484
Expenditure	10,489,000	5,871,238	6,919,073
Unrestricted Funds Surplus / (Deficit)	(104,000)	(1,130,930)	(858,589)
Restricted Funds Surplus / (Deficit)	(159,000)	30,090	0
Total Surplus / (Deficit)	55,000	(1,100,840)	(858,589)
Surplus / (Deficit) as a % of turnover	0.5%	(23%)	(14%)
Cost of Generating funds (% of income)	654,000 (6.2%)	1,021,020 (21.4%)	1,009,267 (17%)
<b>Free unrestricted reserves</b>			
Free unrestricted reserves held at Year End	530,000	530,000	1,080,000
How many months' worth of expenditure	3	3	2
Reserves Policy target	525,000- 1,005,000	525,000- 1,005,000	525,000- 1,005,000
How many months' worth of expenditure	3 - 6	3 - 6	3 - 6
Free reserves over/(under) target	5,000 - (475,000)	5,000 - (475,000)	555,000 - 75,000

**MEETING: 10/01/2017**

**Ref: 13772**

**ASSESSMENT CATEGORY - Resettlement and Rehabilitation of Offenders**

**Upper Room (St Saviour's with St Mary's)**

**Adv: Olivia Dix  
Base: Hammersmith & Fulham  
Benefit: London-wide**

**Amount requested: £107,114**

**Amount recommended: 107,114**

**The Charity**

The Upper Room began as a simple soup kitchen in 1990 but it now runs three inter-linked projects which focus on giving socially disadvantaged people the tools or skills they need to improve their lives. One of its projects, UR4Meals, provides hot and nutritious, three-course meals to 90-120 people, five evenings a week. It also provides clothing, bedding, volunteer opportunities, support with health and housing and onward referrals. UR4Jobs is a multilingual employment support and job training facility for economic migrants from Central/Eastern Europe; and the third project is UR4Driving.

**The Application**

The request is towards the costs of the UR4Driving Project, which improves the employability of ex-offenders through giving them the motivation and specific skills to find employment and thus break the cycle of re-offending and long-term unemployment.

**The Recommendation**

The organisation is well-run with a clear strategy for all its employment projects and a good success rate, given the nature of its clients. The UR4Driving Project, having been funded by the Big Lottery up to 2015, was independently evaluated by Roehampton University and found it to be "...a sustainable attempt to tackle the rates of re-offending." Recommendations arising from the evaluation have been incorporated into the project going forward. A grant is advised:

***£107,114 over three years (£35,000, £35,700, £36,414) for 2 dpw of the Project Co-ordinator salary plus project costs of the UR4Driving Project.***

**Funding History**

Meeting Date	Decision
18/07/2012	£34,100 over three years (£11,400; £11,200; £11,500) for one day a week of counselling support plus associated costs for Upper Room's work with homeless clients.
09/09/2010	Declined as did not meet the programme criteria.
02/07/2009	Declined as the proposed delivery partner was in mid restructuring so not appropriate time for grant.

**Background and detail of proposal**

UR4Driving is an established project that was inspired by a work experience programme funded by the Mercers' Company in 2009. Ex-offenders have a much higher than normal tendency of becoming increasingly less employable the longer they remain unemployed. The transport industry is one which has been traditionally

open to employing ex-offenders and a valid driving licence opens up real employment opportunities not only in that industry but also for self-employment as a tradesman. However the project is not just about employability training but about reducing re-offending and helping ex-offenders re-integrate into society. Each applicant, who comes with a risk assessment from the referring agency, is assessed for suitability, based on whether they are at the stage of wanting to engage with society and work. Successful candidates compile a personal Action Plan and sign a Code of Conduct. They have to undertake 80 hours of voluntary work, attend personal development workshops and workshops in CV writing, interview skills and disclosure workshops. They are supported in obtaining the driving licence theory test and the organisation pays for driving lessons. Once participants have a driving licence, they are offered support into work through UR4Jobs. The evaluation of the project showed that 70% of participants had not reoffended within five years, which is impressive. Over the next three years the aim is to recruit 180 ex-offenders and while they allow for a 50% drop-out rate (still much better than many projects with ex-offenders) the drop-out rate for the current cohort has only been 20%. The project has a waiting list of 40 potential participants.

### Financial Information

Forecast income in the current year is £384,546 of which £361,214 (94%) is confirmed as at 30.11.16. In 2015/16 the organisation was left a legacy of £76,000, which is being used for a capital project to create more space and to replace a van.

Year end at 31 March	2014/15 Independently Examined Accounts	2015/16 Independently Examined Accounts	2016/17 Current Year Forecast
	£	£	£
<b>Income and Expenditure</b>			
Income	494,170	522,326	384,546
Expenditure	477,064	466,246	323,294
Unrestricted Funds Surplus / (Deficit)	17,106	41,076	61,252
Restricted Funds Surplus / (Deficit)	0	15,044	0
Total Surplus / (Deficit)	17,106	56,080	61,252
Surplus / (Deficit) as a % of turnover	0.04%	12%	19%
Cost of Generating funds (% of income)	0.06%	0.05%	0.06%
<b>Free unrestricted reserves</b>			
Unrestricted free reserves held at Year End	88,327	56,477	57,548
How many months' worth of wind-down costs	3.04	2.53	2.58
Reserves Policy target 3 months wind down costs	87,000	67,016	67,016
How many months' worth of wind-down costs	3	3	3
Free reserves over/(under) target	1,327	(10,539)	(9,648)

**MEETING: 10/01/2017**

**Ref: 13687**

**ASSESSMENT CATEGORY - Strengthening London's Voluntary Sector**

**Eastside Primetimers Foundation**

**Adv: Tim Wilson**

**Amount requested: £99,400**

**Base: Hackney**

**Benefit: London-wide**

**Amount recommended: £99,400**

**The Organisation**

Eastside Primetimers Foundation (EPF) matches small voluntary sector organisations with skilled (usually ex-private sector) mentors who provide financial skills training and support. EPF grew out of a pilot project run within another organisation (Community Action Network). In 2004 it was incorporated as a charitable company called Primetimers before merging with Eastside Consulting in 2013. EPF is constituted as a company limited by guarantee with charitable objects, an asset lock (ensuring income is used towards those objects and not distributed as dividend) and a dissolution clause protecting the charitable purpose of any funds remaining in the event it is wound up.

**The Application**

EPF seeks continuation funding for the London-focused financial management mentoring programme, an initiative which City Bridge Trust has supported since late 2012. EPF has trained a small network of qualified accountants to deliver a financial health check and subsequent mentoring. Work includes detailed reviews of accounting systems and management reports as well as staff training. Forty organisations will have benefited by the end of the current grant, and EPF plans to deliver support to another 40 over the next two years.

**The Recommendation**

Apart from the continued demand for EPF's financial mentoring service, charities face new challenges relating to workplace pensions, new accounting standards, and the implementation of the National Living Wage. The request seeks to extend an existing, successful, infrastructure project at a level equivalent to the current grant. Over the past three years EPF has facilitated work with 40 organisations and will aim for the same target but over two years with the proposed continuation funding. Monitoring for the previous award has been consistently good, and the work is especially valuable given the voluntary sector's particularly difficult operating environment. Funding is recommended as follows:

***£99,400 over two years (2 x £49,700) towards Eastside Primetimers Foundation's financial mentoring and consultancy services for organisations in Greater London.***

**Funding History**

Meeting Date	Decision
27/09/2012	£148,000 over three years (£48,000; £49,000; £51,000) towards the costs of a financial management mentoring programme for small third sector organisations in London.

## Background and detail of proposal

This funding application seeks to maintain an existing, successful service. EPF has developed a network of trained mentors and raised the profile of the available support such that it is confident it can deliver the proposed work in a 24 month period.

## Financial Information

At 8<sup>th</sup> November Eastside Primetimers advised it had confirmed £79,526 of its 2016-17 income (53.4%). The balance is expected from the delivery of consultancy services for a single large client. EP acknowledges that it may struggle to meet its income target for the year, but notes this work is delivered by a Programme Manager who is paid for delivery and that expenditure will be scaled back if income is not received. EP advises that the 37% fall in income from 2014-15 to 2016-17 arises from the expected conclusion of a Department of Health contract for consultancy under their Health and Social Care Volunteering Fund. EP expects income levels to stabilise from 2016-17 onwards.

The Trustees do not have a free reserve target but note that at least £50,000 would be needed to cover the costs of an orderly wind-down should EP cease trading. Free reserves are calculated at the value of net current assets less liabilities.

EP is not a registered charity and therefore does not prepare accounts using the SORP. As such it does not disclose the costs of generating funds but has provided forecasts based on staff time and running costs. As an organisation delivering consultancy services, and with the majority of its income generated through fees, the costs of generating funds are hard to compare to standard charity practice where fundraising might result in fewer, larger grants, and therefore be a lower proportion of total turnover.

Year end at 31 March	2014-15 Audited	2015-16 Draft	2016-17 Forecast
<b>Income and Expenditure</b>	<b>£</b>	<b>£</b>	<b>£</b>
Income	236,596	164,454	148,920
Expenditure	246,911	123,962	119,821
Unrestricted Funds Surplus / (Deficit)	(9,423)	25,441	52,196
Restricted Funds Surplus / (Deficit)	(892)	15,051	(23,097)
<b>Total Surplus / (Deficit)</b>	<b>(10,315)</b>	<b>40,492</b>	<b>29,099</b>
Surplus / (Deficit) as a % of turnover	(4.4%)	24.6%	19.5%
Cost of Generating funds (% of income)	185,419 (78.4%)	113,237 (68.9%)	117,320 (78.8%)
<b>Free unrestricted reserves</b>			
Unrestricted free reserves held at Year End	(2,924)	34,160	63,259
How many months' worth of expenditure	(0.1)	3.3	6.3
Reserves Policy target	50,000	50,000	50,000
How many months' worth of expenditure	2.4	4.8	5.0
<b>Free reserves over/(under) target</b>	<b>(52,924)</b>	<b>(15,840)</b>	<b>13,259</b>

**MEETING: 10/01/2017**

**Ref: 13641**

**ASSESSMENT CATEGORY - Strengthening London's Voluntary Sector**

**Sound Connections**

**Adv: Sandra Davidson**

**Base: Tower Hamlets**

**Amount requested: £60,000**

**Benefit: London-wide**

**Amount recommended: £60,000**

**The Charity**

Sound Connections' mission is to develop, enable and empower young Londoners through music, and has been a 2<sup>nd</sup> tier music development agency for London for 14 years. It brings together organisations and practitioners working across three themes: Challenging Circumstances, Early Years, Youth Voice. Across these specialisms the organisation leads the way in best practice, empowering practitioners, and ensuring high-quality provision. In line with its priorities, the charity provides information, networking, consultancy, research and training and development opportunities.

**The Application**

Sound Connections is seeking funding to develop and expand the work of the Challenging Circumstances Music Network (CCMN) to equip practitioners and organisations to improve their monitoring, evaluation and impact reporting. This will be achieved through harnessing a variety of methods including roundtable discussions, training sessions and seminars, identifying gaps in provision, 'cold spots' and reviewing existing evidence, and developing monitoring and evaluation toolkits.

**The Recommendation**

Sound Connections has a strong track record of providing support services to those working in music education. Since 2002, the charity has established itself as a leader in young people's music making in London. It delivers ground-breaking musical opportunities, quality professional development and high impact research and advocacy. This holistic approach allows the charity to shape both practice and policy. This project has been developed following research it commissioned to establish the support needs of those providing high-quality music education activities for children and young people facing challenging circumstances.

***£60,000 over three years (£14,000; £22,000; £24,000) towards staff costs – project management and coordination, freelance costs, associated running costs and training sessions to develop and expand the Challenging Music Network in London.***

**Funding History**

Meeting Date	Decision
03/10/2013	Declined as the proposal did not sufficiently address your programme outcomes.

**Background and detail of proposal**

In response to the briefing commissioned in 2013, Sound Connections spearheaded the CCMN to facilitate peer-to-peer support and to provide opportunities for shared

learning amongst those working at the cutting edge of provision for young people facing severe and multiple barriers to engagement. The network has provided a wealth of opportunities since its inception and now has 66 members including freelance practitioners and small to mid-scale organisations. Member organisations include working with visually impaired children, refugees, young offenders, and young people with mental health issues, and disabled young people. The organisations' practitioners within the CCMN are highly-skilled and valued by their participants, but are often under-resourced and facing increasing pressures to advocate and fundraise for their vital work. A recent Network meeting identified a particular need for support with monitoring, evaluation and impact reporting - especially soft outcomes reporting. In a competitive funding climate, it is more important than ever that organisations are able to demonstrate their effectiveness and to work in partnership.

Sound Connections aims to develop and expand the work of the Network to include establishing and disseminating evidence of need, supporting Theory of Change development, providing monitoring and evaluation toolkits and training support. The project will be managed by a lead officer, and supported by the project team and selected freelance experts. The Director of the charity will oversee the programme as a whole.

### Financial Information

Forecast income for the current year is £372,821 of which £301,366 (81%) has been confirmed by November. The organisation is currently in receipt of a three year Youth Music grant (April 2015- March 2018). The Trustees are relatively confident that this grant will be extended beyond March 2018.

The cost of generating funds is low as the charity does not have a dedicated fundraiser with fundraising being carried out mainly by the Senior Management Team. The figures shown relate to external freelance support brought in to lead on particular fundraising applications.

Year end at 31 March	2015/16 Independently Examined	2016/17 Forecast
<b>Income and Expenditure</b>	<b>£</b>	<b>£</b>
Income	346,639	372,821
Expenditure	346,505	383,171
Unrestricted Funds Surplus / (Deficit)	11,404	673
Restricted Funds Surplus / (Deficit)	(11,270)	(11,023)
Total Surplus / (Deficit)	134	(10,350)
Surplus / (Deficit) as a % of turnover	0.04%	(2.8%)
CoGF (% of income)	500 (0.1%)	3,500 (0.9%)
<b>Free unrestricted reserves</b>		
Unrestricted free reserves at Year End	78,090	78,763
Months' worth of <i>running costs</i>	3.8	3.9
Reserves Policy target	61,073	61,073
Months' worth of <i>running costs</i>	3	3
Free reserves over/(under) target	17,017	17,690

**MEETING: 10/01/2017**

**Ref: 13720**

**ASSESSMENT CATEGORY - Strengthening London's Voluntary Sector**

**The Kensington and Chelsea Foundation (KCF)**

**Adv: Olivia Dix**

**Base: Kensington & Chelsea**

**Amount requested: £100,000**

**Benefit: Kensington & Chelsea**

**Amount recommended: £100,000**

**The Charity**

Established in 2008, the Kensington & Chelsea Foundation (KCF) is a mechanism for connecting those with resources and skills in the Borough with small charities. It is a successful example of 'place-based giving' in a Borough with significant pockets of poverty, as well as considerable wealth.

**The Application**

The application is for continuation funding for the role of Head of Business and Community Together to enable it to grow its strategy of connecting with businesses, to support and strengthen more local voluntary groups in Kensington and Chelsea. This will impact on all four of the Trust's criteria for Strengthening the Voluntary Sector through the grants the Foundation gives, the in-kind donations and other support. Since its inception the Foundation has raised £3.4million to support 142 charities as well as the in-kind support it has sourced. In 2016/17 it is the Mayor of Kensington and Chelsea's charity.

**The Recommendation**

This is an application to continue work you have been funding for the past three years and where the outcomes of that grant have been excellent and its monitoring reports categorised as 'very good'. As a unique, borough-wide, service it meets your criteria for consideration of another two years' support. The application is also a good fit with your support of London Giving.

***£100,000 over two years (2 x £50,000) to continue to pay the salary of the Head of Business and Community Together and some associated costs.***

**Funding History**

Meeting Date	Decision
30/10/2013	£114,000 over three years (£40,000; £38,000; £36,000) for the salary and related costs of a full-time Corporate Engagement Manager.

**Background and detail of proposal**

The test of a local Foundation is how successful it is in raising funds and other support for local charities. In 2015/16 the KCF supported 44 local charities. It received 589 donations totalling £303,864 and in-kind support of £88,463. In addition it received £39,050 support for marketing, publicity and campaigns. 253 employees of local businesses offered their time to charities. Good relationships with businesses in Kensington and Chelsea are essential for the Foundation to grow its income and increase its impact. Its aim, which it believes to be achievable, is to

be a one –stop shop that all businesses partner use to achieve their local corporate responsibility objectives. Over the next two years it will make it easier for businesses to connect with the local voluntary sector through clear messaging of local needs, understanding what local businesses are interested in and what they can offer and partnering them with local charities. It has researched the top 100 businesses in the area and will focus on these initially, with the aim of bringing in significant resources. It has also identified 70 new contacts through a 'street by street' approach to smaller businesses. Businesses can choose a charity to which they want to contribute or become involved in one of the Foundation's campaigns. A new campaign, *Hands across the Borough*, to reduce social isolation, is being launched on 6<sup>th</sup> December and is being used as an opportunity to build closer links with businesses.

### Financial Information

Forecast income in the current year is £800,000 of which £608,000 (76%) is confirmed as at (01/11/16).

### Financial Assessment

Year end at 31 March	2015/16 Independently Examined Accounts	2016/17 Current year forecast	2017/18 Forecast
<b>Income and Expenditure</b>	£	£	£
Income	745,818	800,000	900,000
Expenditure	704,401	710,000	720,000
Unrestricted Funds Surplus / (Deficit)	37,155	60,000	85,000
Restricted Funds Surplus / (Deficit)	4,262	30,000	95,000
Total Surplus / (Deficit)	41,417	90,000	180,000
Surplus / (Deficit) as a % of turnover	5.55%	11.25%	20%
Cost of Generating funds (% of income)	10.44%	9.25%	8.33%
<b>Free unrestricted reserves</b>			
Free unrestricted reserves held at Year End	184,186	244,186	329,186
How many months' worth of operating expenditure	3.13	4.13	5.48
Reserves Policy target	176,100*	207,081	240,280
How many months' worth of operating expenditure	3	3.5	4
Free reserves over/(under) target	8,086	37,105	88,906

\*The Kensington & Chelsea Foundation's Board of Trustees will be discussing the Reserves Policy in the near future.

<b>Committee</b>	<b>Dated:</b>
The City Bridge Trust Committee	10 <sup>th</sup> January 2017
<b>Subject:</b> Applications recommended for rejection	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Decision</b>

## Summary

This report and the accompanying schedule outlines a total of 13 grant applications or Eco-Audit requests that, for the reason(s) identified, are recommended for rejection.

## Recommendation

Members are asked to:

- Reject the grant applications detailed in the accompanying schedule

## Main Report

1. There are a total of 13 applications (excluding those under the Stepping Stones scheme) recommended for rejection at this meeting. They are listed within categories in the accompanying schedule. In each case the “purpose” that is used to describe the application is that provided by the applicant organisation. All the recommendations are based on criteria set out in your Policy Guidance.
2. Copies of these application forms are available to view in the Members’ Reading Room. If any Committee Member wishes to query any of the recommendations, this can either be done at the meeting, in which case the decision may be deferred while full details are provided to the Member concerned, or by contacting the Trust office in advance of the meeting so that an explanation can be provided prior to or at the meeting.

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**CBT iL Recommended for Rejection**  
**The City Bridge Trust Committee - 10th January 2017**  
**Summary of Recommendations for Rejection - Investing in Londoners**

<b>Ref &amp; Organisation</b>	<b>Purpose</b>	<b>Reason for Recommendation for Rejection</b>	<b>Amount Requested</b>	<b>Grants Officer &amp; Area</b>
<b><u>English for Speakers of Other Languages</u></b>				
13297 Renaissi	We will provide topical, conversational ESOL classes for parents, helping them to increase confidence and overcome barriers associated with communication, poverty, isolation and worklessness.	The applicant does not meet the Trust's eligibility criteria as it is a Private Company Limited by Guarantee and as such does not fit with the legal status identified within your criteria.	£92,082	SFJ Hackney
13665 The Community Association for West Hampstead	To enhance the possibilities of non-English speakers to communicate and integrate in our community, strengthening partnerships with Beckford School, West Hampstead Library and Hampstead School.	The applicant has not set out a convincing case for funding; it has no experience in delivering or managing ESOL provision, and has not demonstrated specific need.	£90,000	JXM Camden
<i>Total English for Speakers of Other Languages (2 items)</i>			£182,082	
<b><u>Improving London's Environment</u></b>				
13562 Stockwell Partnership	We are seeking 3 years' funding for a worker to engage disadvantaged Lambeth Polish residents in outdoor learning to improve their wellbeing and environmental awareness.	The application's focus is to sustain a community development programme with the Polish community in Stockwell. As such it does not sufficiently address your programme outcomes for Improving London's Environment.	£122,491	JXJ Lambeth
<i>Total Improving London's Environment (1 item)</i>			£122,491	

<b>Ref &amp; Organisation</b>	<b>Purpose</b>	<b>Reason for Recommendation for Rejection</b>	<b>Amount Requested</b>	<b>Grants Officer &amp; Area</b>
<b><u>Improving Londoners' Mental Health</u></b>				
13751 Home-Start Lambeth	To augment the effectiveness our core project supporting vulnerable/marginalised families away from crisis via a sustained focus on improving the mental health of beneficiaries.	The application is for work which does not directly deliver specialist mental health support, nor does this organisation have any expertise in this field, and therefore does not address the criteria of your mental health programme.	£91,725	RG Lambeth
13721 Mind in Enfield	Providing an outreach service for vulnerable children and young people in schools with mental health needs including awareness raising and professional counselling.	The applicant has no experience of providing counselling for children or families and the proposal provides no evidence that the project has been designed to address the specific needs of the target group. In addition, statutory funding available to schools to support this work with disadvantaged pupils has not been explored.	£82,320	TB Enfield
13739 New Addington Baptist Church	To help us make a difference in young people living with issues of mental health	The organisation does not provide specialist mental health services and, therefore, falls outside your priorities.	£15,000	CR Croydon
<i>Total Improving Londoners' Mental Health (3 items)</i>			£189,045	
<b><u>Making London More Inclusive</u></b>				
13713 Half Moon Young People's Theatre	To provide year-round drama activity for disabled young people aged 13 to 25, enabling them to work alongside professional theatre artists.	Although the application falls within your priorities, the information submitted presents a very fragile financial position, and as there is no evidence of steps to address this situation, your officers consider that an investment at this time would not be wise.	£72,000	TB Tower Hamlets

<b>Ref &amp; Organisation</b>	<b>Purpose</b>	<b>Reason for Recommendation for Rejection</b>	<b>Amount Requested</b>	<b>Grants Officer &amp; Area</b>
13526 HMS President Preservation Trust	To help pay costs and capital expenditure of a new mooring bridge and on board lift to enable disabled people to access the Ship	There are too many uncertainties around the finances, and were you to award funding, it would likely not be drawn for at least a year. No independent access audit has been completed to support this request for capital funding, as is required.	£100,000	SAR City
13716 Orleans House Trust	Making Orleans House Gallery fully physically and intellectually accessible enabling disabled people to enjoy the site and its collections, participate in activities, and volunteer.	The applicant organisation is ineligible as the London Borough of Richmond is the sole corporate trustee.	£99,242	SFJ Richmond
13674 RAD (Royal Association for Deaf People)	Supporting young Deaf people to become independent, via workshops on rights and life skills, and advice on finance, education, careers and personal matters.	At March 2016, the charity held unrestricted funds of £6.21m (excluding fixed assets). This sum included a designated fund of £5.45m for "the development of services for deaf people". The turnover at March 2016 was £3.35m. In line with your policy on levels of free reserves, the charity is deemed to have more than sufficient free reserves to self-fund this application.	£87,455	JXM Outside London
<i>Total Making London More Inclusive (4 items)</i>			£358,697	
<b><u>Reducing Poverty</u></b>				
13718 Magic Breakfast	Breakfast provision and nutritional support to six (c.294 children) of the 199 London schools currently in need of our vital services (c.57,330 breakfasts every year.)	Proposal is to provide food to 6 schools in London; with the intended outcomes being focused on educational attainment and better behaviour. As such, this does not meet your priorities.	£110,520	CR Camden

<b>Ref &amp; Organisation</b>	<b>Purpose</b>	<b>Reason for Recommendation for Rejection</b>	<b>Amount Requested</b>	<b>Grants Officer &amp; Area</b>
13552 Tamil Relief Centre	To provide a comprehensive welfare benefits, debt and money management advice service to help low income households to maximise their incomes, reduce poverty and inequalities.	Your officer noted during assessment that the organisation needs to improve its financial stability before a grant could be considered.	£101,000	SAR Enfield
13525 West Euston Partnership	Change in Pocket, an imaginative new programme for helping disadvantaged people change their understanding and use of money, escape repeated debt, become more financially resilient.	As the majority of the proposed project will be outsourced, the outcomes are too far removed.	£128,819	SAR Camden
<i>Total Reducing Poverty (3 items)</i>			£340,339	
<b>Grand Totals (13 items)</b>			<b>£1,192,654</b>	

<b>Committee</b>	<b>Dated:</b>
The City Bridge Trust Committee	10 <sup>th</sup> January 2017
<b>Subject:</b> Grants/expenditure considered under Delegated Authority	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Information</b>

## Summary

### Recommendation

Members are asked to:

- Receive this report and note its contents

### Main Report

Following the approval of the Court of Common Council on 16<sup>th</sup> October 2014, the Chief Grants Officer may make decisions on applications of up to £10,000. Decisions on applications of over £10,000 and up to £25,000 may be approved by the Chief Grants Officer in consultation with the Chairman and Deputy Chairman.

Decisions on applications of over £25,000 and up to £50,000 may be approved by the Chief Grants Officer in consultation with the Chairman and Deputy Chairman, with reference to the Chamberlain.

The total amount of expenditure and number of items approved under delegated authority this financial year (inclusive of those below) are shown in Table 1.

#### **Requests < £10k**

**Camden Chinese Community Centre**  
(Approved 18/11/2016)

£1,900 to commission an independent access audit for the Camden Chinese Community Centre building, and to commission equalities training for staff.

**The Sir Oswald Stoll Foundation**  
(Approved 26/8/2016)

£1,150 to commission an independent access audit and related feasibility planning for the communal facilities within Stoll Mansions

#### **Requests £10k - £25k**

None

## **Requests £25k - £50k**

### **Artbox London**

(Approved 22/11/2016)

£46,500 over 3 years (£15,500 x3) towards the salary costs of the Director (13 hrs/wk) and Coach (3 hrs/wk) conditional on written financial procedures being finalised and on the Trust not contributing more than 50% of the organisation's total income in any one financial year.

### **St John the Baptist Church, Holland Road**

(Approved 24/11/2016)

£38,400 towards access related costs, including moving the font, improving the kitchen area, removal of the old toilets, a new entrance system and professional fees.

### **Carers Support Merton**

(Approved 11/12/2016)

£46,000 over 12 months to contribute to the core salary costs of the CEO (2dpw), Adult Carers Senior Manager (1dpw) and Finance Manager (1dpm) with a contribution to overheads.

### **International Centre for Social Franchising**

(Approved 29/11/2016)

£47,570 to support the Scale Accelerator programme, funding one place and contributing to ICSF core costs.

**Table 1 – Funds approved under delegated authority in financial year to date.**

<b>Applications reported to Committee</b>	<b>&lt; £10k</b>		<b>£10k - £25k</b>		<b>£25k - £50k</b>	
	<b>£</b>	<b>No.</b>	<b>£</b>	<b>No.</b>	<b>£</b>	<b>No.</b>
May 2016	£26,940	7	£86,545	4	£62,000	2
July 2016	0	0	£81,050	4	£110,150	3
September 2016	£35,310	10	£41,030	2	£262,177	7
November 2016 (Stepping Stones)	0	0	£39,500	2	£660,500	15
November 2016	£19,934	5	£37,600	2	£208,900	5
January 2017	£3,050	2		0	£178,470	4
<b>Total for year to date</b>	<b>£85,234</b>	<b>24</b>	<b>£285,725</b>	<b>14</b>	<b>£1,482,197</b>	<b>36</b>

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<b>Committee</b>	<b>Dated:</b>
The City Bridge Trust Committee	10 <sup>th</sup> January 2017
<b>Subject:</b> Withdrawn & Lapsed applications	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Information</b>

## Summary

This report informs Members of applications received which subsequently have been withdrawn by the applicant, or lapsed due to the absence of the information required to undertake a full assessment.

## Recommendation

Members are asked to receive this report and note its contents

## Main Report

### Organisation

### Purpose of Request

#### Withdrawn Applications:

#### **Mental Health Foundation**

Self Management and Peer Support for middle aged Irish men in Camden and Islington to improve mental health and reduce the risk of suicide.

- After discussions with your officer, the applicant has withdrawn its application so that a more suitable proposal can be submitted at a later stage.

#### **CareTrade Charitable Trust**

To support young Londoners with autism (aged 18-30) move towards and into paid employment or an apprenticeship of choice.

- Following discussions with your officer, the organisation has withdrawn its application.

#### **Barnet Churches Action**

To appoint a Senior Managers to oversee work with elderly people in the Underhill ward, based at the Hope Corner Community Centre

- The applicant decided to withdraw its application so as to develop its work further.

**Jewish Care**

To use participatory arts in our 8 residential homes in London to increase our older residents' wellbeing by empowering them and providing opportunities for self-expression.

- The applicant has withdrawn its proposal on realising that it is still in a fallow period, as 3 years have not yet passed since a previous grant with very similar outcomes.

**West London Mission  
Methodist Circuit**

We wish to appoint a food co-ordinator to reduce waste and increase our capacity to provide nourishing meals for street homeless people.

- The applicant has withdrawn the application following success in securing the project funding from another funder.

**Zacchaeus 2000 Trust**

to pay for a specialist welfare benefits advice and casework service throughout Westminster to be provided by a consortium of 3 organisations

- Following discussion with your officer, the applicant organisation has decided to withdraw this application.

**Greenwich Action for  
Voluntary Service (GAVS)**

To substantially improve monitoring and evaluation in Council commissioned and non council grant funded groups.

- The organisation has withdrawn its application for funding.

**Lapsed Applications**

**Volunteer Centre Lewisham**

Skill Share. Encouraging local business leaders to engage in skills development of voluntary sector organisations through employer supported volunteering.

- The applicant did not provide required information when requested.

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<b>Committee</b>	<b>Dated:</b>
The City Bridge Trust Committee	10 <sup>th</sup> January 2017
<b>Subject:</b> Report on monitoring visits	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Information</b>

## Summary

This report introduces reports from monitoring visits to London Symphony Orchestra (which the Chairman attended) and Off the Record.

## Recommendation

Members are asked to:

- Receive this report and note its contents

## Main Report

1. You receive monitoring visit reports at each of your meetings. These are in addition to more substantial bi-annual monitoring reports examining patterns of funding and benefit of grants awarded.
2. The reports to this Committee are from visits to LSO and Off the Record. The first award supports a creative music-making programme for adults with learning disabilities. The second award is to a small organisation providing much-needed mental health support services in Richmond.

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**LEARNING VISIT REPORT**  
**London Symphony Orchestra Limited 12181**

<p><b>1.1 Date of visit:</b> 3<sup>rd</sup> October 2016</p>	<p><b>1.2 Name of visiting Grants Officer:</b> Shegufta Rahman Alderman Alison Gowman (Chairman)</p>	<p><b>1.3 People met with:</b> Alison Thomson (Trusts &amp; Foundations Coordinator); Philip Chandler (Trusts &amp; Foundations Manager); Natasha Kricheski (Project Manager)</p>
<p><b>1.4 Programme Area &amp; Outcomes:</b> Making London More Inclusive\Disabled people reporting increased well-being as a result of taking part in the arts or sport</p>		
<p><b>1.5 Purpose of the award:</b> £172,000 over three years (£54,000; £58,000; £60,000) towards the delivery and evaluation of LSO Create: creative music making activity for adults with learning disabilities at LSO St Luke's, the Barbican and in residential/day care centres.</p>		
<p><b>MONITORING INFORMATION</b></p>		
<p><b>2.1 Project Outcome 1:</b> Adults with learning disabilities feel more able to access and participate in high quality music making activity at LSO St Luke's and the Barbican. <b>Progress made:</b> In 2015 the organisation engaged 310 new individuals through the LSO Create Programme's second year of delivery. Through the Monday Club, the organisation has built a committed group of participants who feel a high degree of ownership and empowerment through the creative process. The involvement of the Guildhall School of Music and Drama orchestral students in the Outreach Projects has allowed them the opportunity to undertake effective training in this area of work.</p>		
<p><b>2.2 Project Outcome 2:</b> LSO Create has engaged increased numbers of adults with profound and multiple learning disabilities (PMLD) in tailored and appropriate music making activity. <b>Progress made:</b> For 2016 the organisation is on track to engage between 60 – 80 adults with PMLD. The activities have included those of the Monday Club, whereby participants take part in creative composition with a completed piece of music by the end of the session. There is an annual performance with an initial 150 invitees and a further 100 individuals from the public. Through the Outreach Projects: Full of Life, Tower Project, Daylight Centre and Bede House – engagement with centre staff at each location has identified the needs of individual participants and thereby tailored activities accordingly.</p>		
<p><b>2.3 Project Outcome 3:</b> Participants in LSO Create are happier and have better listening skills and ability to</p>		

focus.

**Progress made:**

Individual participants and their carers have reported benefits in both musical and social aspects of the programme, both of which has increased levels of happiness, and developed both listening skills and focus. One example of the improvements in listening skills, participants that attend the LSO Open Rehearsals now sit in the Barbican Stalls rather than the Gallery – putting them much closer to the action on stage.

**2.4 Project Outcome 4:**

Carers of participants on LSO Create are better able to engage adults with learning disabilities in musical activity for their enjoyment and improved sense of wellbeing.

**Progress made:**

Staff in the day-centres were not previously offered involvement in the programme. This year these staff members have reported an improvement in their ability to engage adults with PMLD in musical activities. Previously centre staff were not confident in their own musical abilities but this has improved throughout engagement in the programme. Equally, their level of engagement with participants has improved. Family members have highlighted the positive ‘bonding’ theme that has come out of the programme.

**2.5 Project Outcome 5:**

Engagement of adults with disabilities in the LSO's wider programme - 3 open rehearsals per year with opportunity for adults with learning disabilities to meet the musicians before the rehearsal and sit on stage with the Orchestra. (9 over 3 years).

**Progress made:**

For 2016 there have been 4 open rehearsals with the opportunity for adults with PMLD to meet with the musicians. This element of the programme has been very popular and successful.

**GRANT OFFICER COMMENTS**

LSO Create has been generally successful in meeting its intended outcomes. 604 adults with PMLD have engaged with the programme, and a further 339 carers and support workers, following two years of delivery.

The Outreach Workshops were delivered below target – 16 against a target of 24. Across the four day centres, there were four workshops at each, rather than the targeted six. This is primarily due to increased pressures on the capacity of the team, a decision to focus on quality over quantity, and an additional three events that came out of these workshops; two showcase performances by participants to friends and family, and an ensemble recording of a piece of music created by participants.

The Monday Club has been consistently oversubscribed. The capacity within the LSO Create team has been limited and therefore not been able to deliver this every week and meet the demand for the club. The oversubscription has been made up of a mix of both those individuals that regularly attend and new-comers. New participants are mainly fed into the Create Programme through the Monday Club,

and in order to deal with this pipeline, the Monday Club has been restricted whereby some places are allocated to regular participants that have been attending over an extended period of time, and new attendees are allocated on a rota system to attend two out of three sessions. One of the issues identified and discussed with the Create staff members is the lack of appropriate follow-on support available to those that complete the programmes of support – those that have engaged over an extended period of time. There are a number of regular participants that are self-selecting to stay on the programme, and could be viewed as blocking places for new-comers. This is something that the Create team are aware of and will be looking to address over the next 12 months, with a view to securing additional funding (outside of CBT) to expand the programme.

These learnings coming out of the delivery of both Outreach Workshops and the Monday Club have been successfully applied to other areas of the programme. The variety of support on offer has been a strong element of the wider programme. The range of activities from: in-depth Outreach Workshops; regular Monday Clubs; Friday Lunchtime Concerts offering accessible listening experiences; Open Rehearsals; collaboration with Heart 'n' Soul; and the three-day Intensive Project have all allowed participants to engage at varying levels. This has allowed them to engage at a level they are comfortable with, whilst enabling the on-going development that is the basis of the LSO Create programme.

During the visit, your Chairman and Officer were given the opportunity to sit in on several group sessions, including the Monday Club. It was clear that there was a strong level of engagement from the participants, carers and workshop leaders.

Finally your funding includes an element for the evaluation of the LSO Create Programme. Although your Chairman and Officer were unable to meet with a representative of Lemos & Crane who are leading the evaluation, the Create team was able to outline the progress of the evaluation. The first and second years' activities have included a number of focus groups, with the second year's dialogues being more conversational, with reflections on internal processes. The final year will focus on the specific outcomes, and the work is expected to be completed in the expected three-year timeframe.

LSO Create has been able to provide both qualitative and quantitative evidence of delivering the targeted outcomes as identified in its original application. Although they have fallen short of the target for Outreach Workshops, they have been able to identify a natural shift in quality over quantity, and the benefits that come with more intense, less frequent activities. However, they have also identified the need to develop the programme further to ensure suitable support for those participants that have been attending over extended periods of time, and don't have a clear path to follow-on from the existing programmes of support, thus freeing up space for new-comers to LSO Create.

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**LEARNING VISIT REPORT**  
**Off The Record Twickenham 12572**

<b>1.1 Date of visit:</b>  October 13 <sup>th</sup> 2016	<b>1.2 Name of visiting Grants Officer:</b> Joan Millbank	<b>1.3 People met with:</b>  Sophie Adam, Trustee/ Volunteer Fundraiser. Deborah Kerper, Co-ordinator.
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**1.4 Programme Area & Outcomes:**  
Improving Londoners' Mental Health: More children and young people receiving specialist help, resulting in improved mental health.

**MONITORING INFORMATION**

**2.1 Project Outcome 1:**

70% of young people report an improvement in their lives as a result of counselling, for issues including relationship issues, self-esteem, depression, anxiety, self-harming, and anger.

**Progress made:** The charity uses the national Clinical Outcomes for Routine Evaluation (CORE NET) as its monitoring tool for its counselling services; it is a British Association of Counselling-recognised measurement tool. Information is compiled from young people's responses gathered at each counselling session. The 2015-16 figures show a clinically significant improvement for both those aged 11-16 years and those aged 17 years and over, with 75% of young people overall showing demonstrable improvement across both age groups. Young people who presented with some form of mental distress and ill health have benefited shown real improvement across a range of measurable criteria including level of anxiety, feeling despair and hopelessness, suicidal ideation, panic and self-harm.

**2.2 Project Outcome 2:**

90% of young people say the Drop-in Information service is informative and useful.

**Progress made:** In addition to using a clinical monitoring tool the charity has devised a user feedback form in collaboration with its youth advisory group. The form provides a formal opportunity for the individual young people receiving support to give their views four times per annum. The responses are collated, findings discussed with the youth advisory group and then an overview with recommendations reported to the trustees.

**2.3 Project Outcome 3:**

All young people who attend OTR have the opportunity to participate in the co-production of resources, service delivery and service review

**Progress made:** All young people are invited to participate in the advisory group, which has been set up within the past year and which will meet 3-4 times each year. Participants are self-selecting and currently there are 11 regular attendees. In the past year the group conducted a needs survey of 200 young people; this identified

the need to create walk-in help which the charity is investigating further through its drop-in service.

### **GRANT OFFICER COMMENTS**

In the last year the charity received 867 referrals, undertook 165 assessments, and closed 149 'cases'. 198 young people and young adults aged 11 to 24 years received a minimum of 8 counselling sessions each. Of the issues raised within the face-to-face counselling sessions, 60% were found to be mental health related. The average number of weekly appointment-based sessions per young person was lower than predicted (8 rather than 10); this change allowed more young people to benefit from the service than originally estimated. There are 70 young people on the counselling service waiting list. The charity continued to offer the only walk-in crisis counselling in Richmond, providing 50 sessions over the last year, and an outreach service (in school and youth clubs) funded through two statutory contracts.

The main challenge for the charity is how to cope with a growing waiting list. Borough statistics show that Richmond continues to have a high number of young people at risk of alcohol, sexual exploitation, mental ill health, and self-harm. The local CAMHS service has raised its threshold for referrals in response to its own pressure of demand and funding situation, and there are no other borough-based voluntary counselling services available for young people. The charity has responded by providing fewer sessions per young person (although it continues to provide sessions as required for more extreme cases, and 're-admitting' young people as required) and is trying to secure more volunteer counsellors.

Members of the Youth Advisory Group have been very engaged in learning about and constructively informing the borough's Transformation Plan for children and young people's mental health and wellbeing. The plan sets out the borough's rationale and key proposals for bringing about the transformative change required across the whole children's mental health system, in line with the Government's policy 'Future in Mind', and NHS England guidance.

Off the Record is very appreciative of the grant provided and of its relationship with the Trust, which it says is extremely supportive. As a small organisation with limited paid staff time, it did find the financial breakdown requirements both at initial assessment and at the first year monitoring stage a bit taxing as it generated additional work i.e. because the funding year is different from the charity's financial year.

The charity extended a warm welcome to your grant's officer and has extended an offer to visit at any point to the Trust and its committee members.

<b>Committee</b>	<b>Dated:</b>
The City Bridge Trust Committee	10 <sup>th</sup> January 2017
<b>Subject:</b> Events attended	<b>Public</b>
<b>Report of:</b> Chief Grants Officer	<b>For Information</b>

## Summary

This report incorporates a schedule of the key meetings and events attended by Members and officers since your last meeting.

## Recommendation

Members are asked to:

- Receive this report and note its contents

Ciaran Rafferty  
Principal Grants Officer  
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## CITY BRIDGE TRUST

### Professional Development Events, Conferences and Seminars Attended 5<sup>th</sup> November to 20<sup>th</sup> December 2016

Date	Organisation	Type of Event	City of London's Representative	Location/ Borough	Summary
7 November 2016	Gulbenkian Foundation.	Breakfast event	David Farnsworth	50 Hoxton Square, London, N1 6PB	An event led by Keith Bottomley, Common Councilman for the Ward of Bridge and Bridge Without and Sir Alan Yarrow, late Lord Mayor and Alderman for the Ward of Bridge and Bridge Without, to engage businesses based in the 20 Fenchurch Street building and in the surrounding area, on responsible business and engaged giving.
10 November 2016	City Bridge Trust	Staff Training	Full team	Guildhall	A full day's training, split between a morning session on Legal Structures and an afternoon session on Fraud Awareness.
15 November 2016	Ethical Property Company	Seminar	Alison Gowman		Seminar on issues surrounding charities and property
15 November 2016	The Charterhouse	Tour	Tim Wilson, Principal Grants and Social Investment Officer	Charterhouse Square	A private tour of the work taking place under the banner "opening the Charterhouse" towards which the Trust has made a contribution for access work.
15 November 2016	ECPAT UK	Report Launch	Shegufta Rahman, Grants Officer	Portcullis House	Launch of the report 'Unaccompanied & Trafficked Children Missing from Care'

16 November 2016	Centre for London	London Conference	David Farnsworth, Chief Grants Officer; Sufina Ahmad, Head of Strategic Review; Shegufta Rahman, Grants Officer; Martin Hall, Communications Officer	The Royal Institution	Annual conference
16 November 2016	London Conference	Conference	Chief Grants Officer Sufina Ahmad, Head of Strategic Review Martin Hall, Communications Officer		A conference hosted by Centre for London attended by a broad range of public, private and social sector representatives. The Trust hosted an exhibition stand to gather views on the Strategic Review
17 November 2016	Community Southwark	Meet the Funder Workshop	Jack Joslin, Grants Officer	Camberwell	Meet the funder event with c.60 organisations present
22 November 2016	Wembley National Stadium Trust	Programme Launch	Stewart Goshawk, CEO WNST; Martin Hall, Communications Officer; Rebecca Green, Grants Assistant; Shegufta Rahman, Grants Officer	Wembley Stadium	Launch of 'Every Player Counts' programme
24 November 2016	London Sustainability Exchange	Seminar - workshop	Joan Millbank, Grant Officer	University College London	Discussion on role of green infrastructure in London and impact on air quality.
28 November 2016	Prevent Workshop for the Voluntary Sector	Workshop	Head of Charity & Social Investment Finance, Karen Atkinson	The City Centre, Guildhall	Prevent workshop organised by the City of London Police

30 November 2016	Responsible Business & Engaged Giving	Breakfast meeting	Chief Grants Officer Sufina Ahmad, Head of Strategic Review Martin Hall, Communications Officer	20 Fenchurch Street (aka the Walkie Talkie building)	An event organised in partnership with colleagues in the Economic Development Office and hosted by Member Keith Bottomley. Speakers included the Late Lord Mayor, Sir Alan Yarrow and the Chief Grants Officer speaking about our work with City Philanthropy.
30 November 2016	Young Barnet Foundation	Launch	Ciaran Rafferty, Principal Grants Officer	RAF Museum, Hendon	The formal launch of the Young Barnet Foundation, attended by c.150 delegates.
2 December 2016	Centre for the Acceleration of Social Technology	Workshop	Various staff members	City Centre	A workshop for some of the Trust's grantees who support isolated older people. The event covered the use of digital technology in service design and delivery.
2 December 2016	Centre for Armenian Information and Advice	Chief Officer Visit	David Farnsworth, Kristina Drake	105A Mill Hill Road, Acton,	Visit to Centre for Armenian Information and Advice, which included lunch with elderly service users & carers.
6 December 2016	Trust for London	Moving on Up Advisory Group	Ciaran Rafferty, Principal Grants Officer	TfL office, Little Britain	Regular meeting of the Advisory Group
12 December 2016	City Bridge Trust and the Livery	Meeting	Tim Wilson, Principal Grants and Social Investment Officer, Sufina Ahmad, Head of Strategic Review, and Jack Joslin, Grants Officer	Guildhall	A meeting with Livery Companies to discuss our respective grant-making, social investment and philanthropic work. Representatives attended from the Mercers, Girdlers, Leathersellers, Merchant Taylors and Grocers as well as London Funders.
13 December 2016	Cardiff University	Conference on "Closing Disability Gaps at Work"	Ciaran Rafferty, Principal Grants Officer	British Academy, Carlton Terrace	An interesting conference on ways to support disabled people in employment.

14 December 2016	Heart of the City Council meeting	Council meeting	Alison Gowman		Heart of the City Council meeting
14 December 2016	Communities Welfare Network	Monitoring visit	Alison Gowman Julia Mirkin	Lambeth	Monitoring visit to Communities Welfare Network with Julia Mirkin
14 December 2016	Finance in Grant making Special Interest Group	Seminar - workshop	Head of Charity & Social Investment Finance, Karen Atkinson	Holborn	Meeting organised by Charity Finance Group & Association of Charitable Foundations. Special Interest Group for Senior Finance staff within Foundations
16 December 2016	Barking & Dagenham CVS	Local Charity Day	Jack Joslin, Grants Officer	Barking	Meet the funders event and local charity day.

**General Events and Receptions**  
**Attended 5<sup>th</sup> November to 20<sup>th</sup> December 2016**

<b>Date</b>	<b>Organisation</b>	<b>Type of Event</b>	<b>City of London's Representative</b>	<b>Location/ Borough</b>	<b>Summary</b>
10 November 2016	NSPCC	Dinner event	Alison Gowman		Dinner with NSPCC celebrating 25 years of Childline
15 November 2016	Shelter	Private Screening	Shegufta Rahman, Grants Officer	Soho Courthouse Hotel's Private Cinema	Private screening of 'I, Daniel Blake' with Q&A with the Director
16 November 2016	Stroke Association	Dinner event	Alison Gowman		Dinner with Stroke Association for annual Life after Stroke Awards
17 November 2016	The Prince's Trust	Celebrate Success Finals	Ian Seaton; Shegufta Rahman, Grants Officer	Guildhall School of Music and Drama	Celebrate Success Finals – Awards Ceremony

23 November 2016	UK Aids Memorial Quilt Conservation Partnership	Memorial event	Edward Lord; Ciaran Rafferty, Principal Grants Officer	St Paul's Cathedral	A moving event to commemorate those remembered through the Aids Memorial Quilt and others lost to HIV and AIDS.
29 November 2016	Wimbledon Foundation	Lawn Tennis Writers Association Lunch	Ciaran Rafferty, Principal Grants Officer	England Lawn Tennis Club, Wimbledon	An invitation to accompany the Wimbledon Foundation as a guest at this event. The Trust has a close working relationship with the Foundation.
29 November 2016	The Prince's Trust	Christmas Fayre	Shegufta Rahman, Grants Officer	Christ Church Spitalfields	Annual Christmas Fayre showcasing young people supported into self-employment through the Enterprise Programme
30 November 2016	Shelter reception and carol service	Reception & Carol service	Alison Gowman		Shelter reception and carol service
6 December 2016	Geffrye Museum	Winter Gathering reception	Jenny Field, Deputy Chief Grants Officer Martin Hall, Communications Officer	Hackney	A private viewing of the Museum's Christmas exhibition, followed by drinks reception for funders and donors.
7 December 2016	New Philanthropy Capital	Reception	Alison Gowman	House of Lords	Reception for New Philanthropy Capital at House of Lords
12 December 2016	RAF museum	Museum Christmas event for Trustees	Karina Dostalova	RAF Museum Hendon	The event was to thank trustees and donors for their support and to talk about the preparations for the museum upgrade and RAF centenary celebrations in 2018.

**City Philanthropy Events**  
**Attended 5<sup>th</sup> November to 20<sup>th</sup> December 2016**

<b>Date</b>	<b>Organisation</b>	<b>Type of Event</b>	<b>City Philanthropy Representative</b>	<b>Location/ Borough</b>	<b>Summary</b>
23.11.16 24.11.16	Fundacion Barrie	Conference: Communication in Philanthropy	Cheryl Chapman	Coruna, Spain	<b>First conference on Communicating Philanthropy</b>
1.12.2016	Islington Giving	Reception	Cheryl Chapman	Islington	<b>Celebration of work of Islington Giving with supporters, beneficiaries and other stakeholders</b>
7.12.2016	Financial News: Dow Jones	100 Influential Women in Finance	Cheryl Chapman	Tate Britain Westminster	<b>Philanthropist Dame Stephanie Shirley spoke at dinner about philanthropy and being a woman in business.</b>

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

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