

## THE CITY BRIDGE TRUST COMMITTEE

Friday, 6 July 2018

Minutes of the meeting of The City Bridge Trust Committee held at the Guildhall EC2 at 1.45 pm

### Present

#### Members:

Alderman Alison Gowman (Chairman)	Alderman Alastair King
Dhruv Patel OBE (Deputy Chairman)	Paul Martinelli
Karina Dostalova	Ian Seaton
Peter Dunphy	

#### Officers:

Joseph Anstee	- Town Clerk's Department
Karen Atkinson	- Chamberlain's Department
Anne Pietsch	- Comptroller and City Solicitor's Department
David Farnsworth	- Chief Grants Officer
Sufina Ahmad	- The City Bridge Trust
Sandra Davidson	- The City Bridge Trust
Jenny Field	- The City Bridge Trust
Becky Green	- The City Bridge Trust
Julia Mirkin	- The City Bridge Trust
Kate Moralee	- The City Bridge Trust
Fiona Rawes	- Town Clerk's Department
Ciaran Rafferty	- The City Bridge Trust
Shegufta Rahman	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust

#### 1. **APOLOGIES**

Apologies were received from Simon Duckworth, Marianne Fredericks, Deputy Jamie Ingham Clark, Deputy Edward Lord, Jeremy Mayhew, Wendy Mead and Deputy Dr Giles Shilson.

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

The Chairman declared an interest in respect of Item 11d by virtue of being a trustee of Trust for London, and would take no part in the discussion of the item.

#### 3. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 2 May 2018 be agreed as an accurate record.

## Matters Arising

The Committee was advised that the grant approved for Women for Women Refugees at the Committee's March meeting had now been made, after an issue raised by a Member had been fully resolved in consultation with the Chairman and Deputy Chairman.

The Committee noted that the Responsible Business Strategy and the Philanthropy Strategy considered by the Committee at the previous meeting had subsequently been approved by the Policy & Resources Committee.

It was noted that attendance at the committee was low due to a clash with the Resource Allocation Sub-Committee Away Day. The Chairman expressed her displeasure at the clash and impressed upon the Town Clerk that such clashes should be managed better in the diary. As a result, all future dates should be noted on the front page of the committee agenda.

#### 4. **BARNARDO'S**

The Committee welcomed Ben Banks and Serrina Lobban, representatives of Barnardo's to the meeting, to speak to the Committee about the Stop It Before It Starts project, an early intervention Child Sexual Exploitation (CSE) service part-funded by City Bridge Trust. The service was being pioneered in three London boroughs each with a different focus, aiming to raise awareness of CSE amongst a number of groups. The service used early intervention workshops and direct one-to-one work to empower young people and equip them to feel safe. A number of voluntary and community groups had engaged in the workshops. Group work sessions were also delivered in co-operation with organisations that worked with children, and Parent and Carer sessions were also delivered in schools.

The service covered areas around CSE such as grooming, the internet and law with discussion and conversations. When the service began in 2016, referrals for boys and young men were low, and vulnerability factors were clearer with girls. This was a gap that the service aimed to overcome with the right focus, including alternative provisions for boys.

Whilst young people had found the project intimidating at first, they eventually relaxed and often overcame their fears. The majority of young boys who were referred actively engaged with the service, although there was still some resistance. However, the service was having a positive impact and Barnardo's would continue to raise its profile, and increase communication and awareness of CSE issues.

The focus for each borough was devised through conversations with local authority leads in each area that identified gaps in the current service provision. For example, the focus on boys and young men in Hackney was due to the higher number of referrals in the other two boroughs. Barnardo's was involved in over forty CSE services across the UK, and one of the biggest barriers they faced was local authority engagement where it was needed. Often perceptions of CSE needed to be challenged as they were unhelpful, and this linked in with

the purpose of the project; that having conversations could encourage confidence and weaken stereotypes. Barnardo's had also acted as advocates at Multi Agency Sexual Exploitation (MASE) meetings which had enabled them to raise their agenda with professionals, which had proved very helpful.

The Committee thanked Serrina and Ben for their excellent presentation and for attending the meeting.

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 Director of City Bridge Trust (CGO) and discussed the updates provided.

CGO Visit to New York accompanying the Lord Mayor

The CGO informed the Committee that he had visited several organisations, including the Robin Hood Foundation and The New York Foundling Exhibition, during the trip to inform connections and partnerships with relevant London areas of activity

Appointments to BBC Children in Need London & SE Grants Committee

The Committee noted that two CBT grants officers had been appointed to the Children in Need Grants Committee for London and the South East, joining Bridge to Work Project Manager James Lee who was expected to take up the role of Chairman at its next meeting.

The Committee noted upcoming CBT dates including the strategic away half-day on 24 October and the Committee dinner on 8 November. A Bridging Divides briefing for all Members to assist awareness of applying for grants would be arranged for a date in October.

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

7. **CORPORATE VOLUNTEERING STRATEGY 2018-2023**

The Committee received a report of the Head of Corporate Strategy and Performance, presenting the proposed final version of the Corporate Volunteering Strategy 2018-2023.

Feedback from Members was welcomed before the strategy was presented to the Policy & Resources Committee for approval. The strategy was designed in collaboration with all relevant departments and set out a vision for a positive volunteering culture, with clear and consistent practices that valued and supported the work and contributions of all City of London Corporation volunteers, including its elected and co-opted Members. The strategy would fit in well with the City Bridge Trust's total asset approach under the Bridging Divides strategy.

**RESOLVED** – That the City Bridge Trust Committee:

- i. Note the report; and
- ii. Note the content of the Corporate Volunteering Strategy at Appendix 1.

8. **INVESTING IN LONDONERS STATISTICAL REPORT**

The Committee received a report of the Chief Grants Officer and Director of City Bridge Trust (CGO) providing statistical analysis of grant applications received under your Investing in Londoner's grants scheme which ran from September 2013 until April 2018.

The average success rate of applicants, at 50%, compared favourably to other funders and was higher than CBT's previous 5-year grants programmes, and the themes of the programme were well-established. The Committee noted the tables detailing grant awards by geographical location and highlighted areas where future work could be concentrated. The Committee noted that a number of applications were awaiting assessment and would be completed by October, but trends would remain the same.

As the programme had been a success, Members suggested that the key messages could be publicised more widely via the City of London Corporation's website and other literature, or could be presented on social media via an infographic. It was positive that areas requiring more work had been identified. Various projects to build capacity in certain areas had been initiated. Outreach work with local authorities was planned as part of the Bridging Divides strategy and an update could be brought back to the Committee in six months.

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

9. **RESETTLEMENT AND REHABILITATION OF OFFENDERS**

The Committee received a report of the CGO informing of the progress of the City Bridge Trust's funding towards projects working with ex-offenders, and providing an update on the criminal justice voluntary sector.

The report set out the challenges faced by the prison sector, as well as the organisations worked with by the City Bridge Trust and outcomes, also highlighting additional areas of focus. The Committee noted that there was a significant amount of work ongoing. A number of Livery companies were also supporting organisations in the sector, and Members suggested that a collective meeting could be beneficial.

In response to a query from a Member, the CGO clarified that the main aim for the Ideas Please mechanism was to allow organisations to approach the City Bridge Trust to raise issues or ask questions to help identify funding gaps or flag landscape changes. If an idea that came in from a charity went forward it could become a City Bridge Trust strategic initiative. The deadline for Ideas Please had been set for 27 July, and submissions would be considered after this date.

**RESOLVED** – That the City Bridge Trust Committee:

- a) Note the report;
- b) Continue with the approach; and
- c) Note that a future focus of the “Ideas Please” or Strategic Initiative mechanisms could be on related work with families; BAME communities; young adults, and/or early action work.

10. **GRANT BUDGET AND APPLICATIONS TODAY**

The Committee received a report of the CGO and Director of City Bridge Trust summarising grant applications recommended for decision at the meeting, and those that had been considered since the last meeting under the schemes of delegation.

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

11. **GRANTS ANALYSIS, TRENDS AND MANAGEMENT**

The Committee received a report of the CGO and Director of City Bridge Trust providing an update on progress against the 2018/19 grants budgets and summarising grants awarded and in management.

The Committee noted two corrections to the report. The total grant amount awarded through Strategic Initiatives was £430,400, rather than the £230,400 stated, and forty Bridging Divides applications rather than three as stated in the report. The first Bridging Divides applications would be considered at the September meeting.

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

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

The Chairman proposed that from September, the annex circulated to Members containing the application forms of grants under consideration at the meeting be made electronic only, as Bridging Divides applications forms were twice as long as current application forms. Rejected application forms were also delivered in hard copy to the Members Room for information, and these could also be made electronic only, with hard copies of either available on request. Committee Members were in favour of this change.

a) **Prisoners Abroad**

**RESOLVED** – That the City Bridge Trust Committee approve a grant of £233,300 over one year for the continuation of the Prisoners Abroad resettlement fund supporting destitute British citizens returning to London after imprisonment overseas.

b) **Cranfield Trust**

**RESOLVED** – That the City Bridge Trust Committee agree a grant of £68,400 over six months to Cranfield Trust to provide up to 32 London-based charities with management consultancy support through its “Strive” programme, conditional on a satisfactory review of the Cranfield Trust’s financial forecast for 2018-19.

c) **Ealing CVS**

**APPROVED** £60,000 over two years (2 x £30,000) towards the salary and associated running costs of a Development Officer to develop Hounslow Giving as part of the London’s Giving network, with any grant to be received by Ealing CVS.

*At this point, the Deputy Chairman assumed the Chair, as the Chairman did not participate in the discussion of the next item.*

d) **Trust for London**

**RESOLVED** – That the City Bridge Trust Committee agree a grant of £300,000 over three years to Trust for London to establish a joint fund to support the extension and sustainability of Deaf and Disabled People’s Organisations (DDPOs) in providing access to advice, support and voice for disabled Londoners.

e) **Refugee Action Kingston**

**APPROVED** £141,850 over three years (£46,120; £48,940, £46,790) towards the salary costs of the Education and Training Centre Manager (21 hpw) and ESOL Coordinator (14 hpw) and running costs of a programme of ESOL classes, discussion groups (6 per year) and public services workshops (6 per year). In the event that other funding is secured towards this project then the sum recommended will be amended accordingly.

f) **Roots and Shoots**

**APPROVED** £120,200 over three years (£39,300; £40,000; £40,900) for the part-time salaries of the Environmental Education Manager (21 hpw) and Gardener Educator (14 hpw)

g) **Stepney City Farm Ltd**

A Member queried the amount set out in the annex of £125,194 of funding received by the organisation from London local authorities in one year. The CGO responded that this could be a misprint and would be verified.

**APPROVED** £45,600 for one year for the salary costs of the f/t CEO to provide strategic leadership and successful expansion of the site ensuring sustainability of the organisation.

h) **CHANCE UK**

**APPROVED** £91,000 over 3 years (£27,700; £30,300; £33,000) towards the salary of a f/t Programme Manager to deliver a mentoring programme and parenting support for children aged 5-11 in Lambeth. Funding for the third year of the project is conditional on sufficient funds being raised to make the project viable.

i) **Metro Centre Limited**

**APPROVED** £83,400 over two further and final years (£41,600; £41,800) for a part-time (3.5 dpw) Service Co-ordinator and associated running costs of a project supporting young LGBTQ Londoners.

j) **Spear Housing Association Ltd**

The Committee noted the revised request reflected in the recommendation, for incremental expansion of the Peer Support and User Involvement programme with increased targets and costs.

**APPROVED** £92,500 over three years (£13,350; £34,150; £45,000) for the salary and on-costs of the p/t (30 hpw) Peer Support Worker, training, activities, line management and additional costs associated with an incremental expansion of the Peer Support and User Involvement programme.

k) **Spitalfields Crypt Trust**

**APPROVED** £138,000 over three years (£44,800; £46,000; £47,200) for the salary of a full-time Addiction Counsellor (35 hpw) and associated project costs.

l) **Equal People Mencap**

**APPROVED** £101,000 over two years (£52,600; £48,400) for the salary of the PT (4 dpw) Project Coordinator and associated project costs.

m) **Holborn Community Association**

**APPROVED** £100,000 for the costs of the accessible elements of the wider refurbishment including: a new entrance, installation of a passenger lift, provision of a hearing loop and the modifying of kitchen and reception areas. Funding is conditional on the balance required for the project being raised.

n) **One-To-One (Enfield)**

The Committee noted that the amount recommended was slightly reduced from the amount requested, as savings within elements of the budget, including core costs, had been identified during assessment.

**APPROVED** £145,800 over three years (£47,300; £48,500; £50,000) towards several staff salaries, sessional staff and associated project costs.

o) **Vineyard Congregational Church**

A Member asked how grant applications for capital expenditure were monitored to ensure that the proposal retained wider community benefit longer-term, as grant applications for proposals for the benefit of only a specific group, such as a religious group, would be rejected.

The CGO responded that officers would assess the focus of the funding and look closely at the application. Following a grant's approval, during the implementation stage, payments were released after receipt of documentary evidence of its expenditure. A twelve-month period after the improvements were made was given for the organisation to collect data and report back to City Bridge Trust, and details about the wider community benefit of the improvements would be expected at that stage. The Comptroller and City Solicitor added that there were provisions in the terms and conditions that allowed City Bridge Trust to take action against misappropriation of grant funding.

**APPROVED** £100,000 to improve the access to both levels of the Vineyard Congregational Church providing two new lifts, improved accessible toilet facilities, new doors and widened entrances.

p) **Age UK Bexley**

**APPROVED** £90,300 over three years (£35,600; £35,700; £19,000) for the posts of Project Co-ordinator (30 hours per week), Service Manager (5 hours per week) and associated running costs.

q) **Kingston Carers Network**

**APPROVED** £178,000 over three years (£58,000; £59,000; £61,000) for the full-time Outreach Worker (36 hpw); respite activities; workshops; and associated running costs of the Older Carers project.

r) **London Children's Ballet**

Following a query, the CGO gave details of the longer-term benefits of the proposal. The scheme would enable ongoing contact for older isolated people across London as the organisation would stay in contact with beneficiaries. The performances were oversubscribed and the scheme was welcomed by key agencies.

**APPROVED** £60,000 over three years (3 x £20,000) towards the Ballet for £1 and LCB tours for older isolated people across London.

s) **Bangladesh Youth Movement (BYM)**

**APPROVED** £70,000 over three years (£24,000; £23,000; £23,000) towards the cost of Manage Your Money, and specifically a part-time (16 hours pw) Financial Advice Worker, project delivery costs, overheads and once-off equipment.

t) **Brixton Advice Centre**

The Committee noted the amount recommended had been reduced from the amount requested, as the request had included some expenditure that fell outside the scope of City Bridge Trust funding.

**APPROVED** £146,000 over three years (£48,000; £50,000; £48,000) for the p/t salary of an Advisor (0.8 FTE) and associated project costs.

u) **Cambridge House**

**APPROVED** £146,500 over three years (£48,100; £49,000; £49,400) for the post of Crisis Prevention Navigator, NI, pension, travel cost, subscriptions and a 12.5% contribution to core costs. Release of the grant is contingent on satisfactory quarterly management accounts until further notice; updates on any change to the terms of loans held by CH; and the achievement of overall surpluses (after depreciation) in years two and three of the grant.

v) **Child Poverty Action Group**

**APPROVED** £130,000 over 2 years (2 x £65,000) for a f/t Universal Credit London Welfare Rights Worker, plus associated project costs including training bursaries and UC handbooks for 50 London organisations. Release of the grant is subject to receipt of satisfactory quarterly management accounts.

w) **Key4Life**

**APPROVED** £115,000 over three years (£36,000; £38,000; £41,000) towards the costs of Key4Life's 'through the gate' work with 18-24 year olds involved in the HMP Brixton programme.

x) **CVS Brent**

**APPROVED** £134,800 over three years (£44,900; £43,800, £46,100) for the p/t (4dpw) salary of the Monitoring and Evaluation Officer and project running costs.

y) **London Play**

**APPROVED** £111,000 over two years (£53,800; £57,200) towards the salary of a p/t (2.5dpw) Programme Designer; 1dpw of Head of Communications; costs of training playground staff; and related operational and management costs. The release of the first quarterly payment is subject to receipt of satisfactory

management accounts to 31 March 2018 and further payments will also be subject to receipt of quarterly management accounts.

z) **Partnership for Young London**

The Committee noted that the organisation was based in Guildhall, and that two Members of the Court of Common Council were on the Board of Trustees. A Member suggested that if the organisation paid rent to the City of London Corporation then this would need to be declared, and it was agreed that this would be clarified.

**APPROVED** £106,000 over two further and final years (£52,000; £53,500) for the costs of the Development Lead (4 days per week); admin support (0.5 days per week); and associated running costs. Release of the second quarter of the grant will be subject to receipt of compliant accounts for 2017/18.

aa) **Pro Bono Economics**

**APPROVED** £150,000 over three years (£30,000, £50,000, £70,000) for associated project costs to support charitable organisations providing services for Londoners.

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

a) **Applications Recommended for Rejection**

The Committee considered a report of the CGO and Director of City Bridge Trust detailing 22 grant applications or Eco-Audit requests that were recommended for rejection.

**RESOLVED** – That the Committee reject the grant applications listed in the accompanying schedule.

b) **Stepping Stones Applications Rejected Under Delegated Authority**

The Committee received a report of the CGO and Director of City Bridge Trust outlining a total of 16 Stepping Stones applications rejected under delegated authority by the Chief Grants Officer in consultation with a Chairman and Deputy Chairman at first stage of application.

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

c) **Funds Approved under Delegated Authority**

The Committee received a report of the Chief Grants Officer which advised Members of five expenditure items, totalling £42,240, 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.

d) **Withdrawn and Lapsed Applications**

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

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

e) **Variations to Grants/Funds Awarded**

The Committee received a report of the Chief Grants Officer which advised Members of a variation to six grants agreed by the Chief Grants Officer since the last meeting. A total sum of £60,455 across approximately fifty grants in unused balances had been written back.

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

f) **Reports on Learning Visits**

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

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

g) **City Bridge Trust Communications and Events Attended**

The Committee received a report of the CGO and Director of City Bridge Trust updating on the communications work of the City Bridge Trust.

**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>
16 - 18	3
19 - 20	-

17. **NON-PUBLIC MINUTES**  
**RESOLVED** – That the non-public minutes of the meeting held on 2 May 2018 be agreed as an accurate record.
18. **PHILANTHROPIC HUB**  
The Committee considered a report of the CGO and Director of City Bridge Trust.
19. **PIPELINE OF PRO-ACTIVE STRATEGIC GRANTS**  
The Committee received a report of the CGO and Director of City Bridge Trust.
20. **QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE**  
There were no questions.
21. **ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS URGENT AND WHICH THE COMMITTEE AGREE SHOULD BE CONSIDERED WHILST THE PUBLIC ARE EXCLUDED**  
There was no other business.

**The meeting closed at 3.10 pm**

-----  
Chairman

**Contact Officer: Joseph Anstee**  
**tel. no.: 020 7332 1480**  
**joseph.anstee@cityoflondon.gov.uk**