

**THE CITY BRIDGE TRUST COMMITTEE**  
**Thursday, 28 January 2021**

Minutes of the virtual meeting of the City Bridge Trust Committee held on Thursday,  
28 January 2021 at 1.45 pm

**Present**

**Members:**

Dhruv Patel (Chair)  
Deputy Dr Giles Shilson (Deputy Chair)  
Simon Duckworth  
Marianne Fredericks  
Alderman Alison Gowman  
Deputy Jamie Ingham Clark  
Alderwoman Susan Langley  
Deputy Edward Lord  
Jeremy Mayhew  
Wendy Mead  
Paul Martinelli  
Judith Pleasance  
Jannat Hossain (Co-opted Member)  
William Hoyle (Co-opted Member)

**Officers:**

David Farnsworth	- Chief Grants Officer & Director of City Bridge Trust (CGO)
Karen Atkinson	- Chamberlain's Department
Nathan Omane	- Chamberlain's Department
Woedem Omane	- Chamberlain's Department
Anne Pietsch	- Comptroller and City Solicitor's Dept.
Fiona Rawes	- Head of Philanthropy Strategy
Jenny Field	- City Bridge Trust
Ciaran Rafferty	- City Bridge Trust
Tim Wilson	- City Bridge Trust
Lily Brandhorst	- City Bridge Trust
Matthew Robinson	- City Bridge Trust
Sandra Jones	- City Bridge Trust
Kate Moralee	- City Bridge Trust
Catherine Mahoney	- City Bridge Trust
Geraldine Page	- City Bridge Trust
Ruth Feder	- City Bridge Trust
Natalie Jordan	- City Bridge Trust
Samantha Grimmett-Batt	- City Bridge Trust
Kate Halahan	- City Bridge Trust
Caspar Cech-Lucas	- City Bridge Trust
Clara Espinosa	- City Bridge Trust

Lydia Parr  
Joseph Anstee  
Amelia Ehren  
Jen Durrant  
Aasha Farah  
Emma Horrigan

- City Bridge Trust
- Town Clerk's Department
- Town Clerk's Department
- Town Clerk's Department
- Town Clerk's Department
- Town Clerk's Department

**Also in attendance:**

Dinah Cox

1. **APOLOGIES**

Apologies for absence were received from Karina Dostalova and Deputy Richard Regan.

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

There were no declarations.

3. **MINUTES**

**RESOLVED** – That the public minutes and non-public summary of the meeting held on 26 November 2020 be agreed as an accurate record.

Matters Arising

The Chief Grants Officer and Director of City Bridge Trust (CGO) advised with regards to the Responding to the Resilience Risk initiative that the Oak Foundation were still considering the matter, and it was hoped an update could be brought to the next meeting.

A Member then raised an outstanding question relating to the Risk Register. The Chair requested the relevant update and advised the matter could be added as an outstanding action.

4. **OUTSTANDING ACTIONS**

The Committee received the list of outstanding actions, noting those which were on the agenda or were scheduled for a future date or meeting.

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

5. **ANNUAL REVIEW OF THE COMMITTEE'S TERMS OF REFERENCE**

The Committee considered a report of the Town Clerk inviting the Committee to review its terms of reference. A Member suggested that, in line with Charity Commission guidance, the Committee could consider a maximum of length of service for Members when the Committee or its successor was reconstituted. The Chair responded that this should be taken forward for consideration by the prospective Bridge House Estates (BHE) Committee.

**RESOLVED** – That the terms of reference of the Committee be approved for submission to the Court as set out in the appendix.

## 6. **CHIEF GRANTS OFFICER'S (CGO) 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.

### The Prince's Trust

The Committee welcomed Venla Freeman and Rozzy Amos to speak to Members regarding the Prince's Trust (PT), on the work that the PT has undertaken in London since the start of the Covid-19 pandemic, as well as providing a brief outline of future plans, with CBT's 10-year strategic partnership with the PT approaching the end of its sixth year. The Committee was thanked for their invitation and advised that organisations were reassured and grateful to have supportive funders such as CBT, particularly during such difficult times.

The Prince's Trust reported that 8278 Young Londoners had been supported through their partnership with CBT, and this number was set to increase. The partnership had enabled PT to plan longer-term and pilot new innovative approaches, focus on early prevention and intervention, grow PT's network of partners to extend its reach, and expand courses to meet the diverse interests and needs of young Londoners, developing skills and confidence to thrive.

PT had responded to the COVID-19 pandemic with offers like Online Crisis Mentoring to young people struggling with isolation, lost opportunity, and poor mental health. Employment workshops and industry webinars also provided ongoing skills development, with a Virtual Jobs Board, advertising live job vacancies. Personal and Social Development group sessions brought young people together to improve confidence, reduce anxiety, build connections and set goals. Development Awards were pivoted to support digital poverty and an Enterprise Relief Fund was launched to support those new to self-employment, and who would not otherwise qualify for Government support.

Whilst the pandemic had presented PT with financial challenges, it also made the Trust's work more important than ever, and in the last 10 months PT had rapidly developed digital content and improved access for young people, and would focus resources where they could make the most difference for the next 3-5 years, to maximise societal impact. There would also be a stronger focus on employment, more asked of employers in key London industries, close working with London Councils, conscious collaboration and more focused work on key community groups, and improved support for PT's education network.

In response to questions from Members, the Committee was advised that education would be a key issue going forward, and that PT would focus on access, and across organisations, to mitigate against the impact of COVID-19. PT would also focus on mental health, both inside and outside of education. PT also advised that they were unlikely to return to a fully in-person offer, but aimed to retain all support by developing their understanding of where impact was being made and evaluating their blended offer. PT had also had conversations about extending the reach of their programmes, with more partnership opportunities and an expanded entrepreneurial skills offer.

The Chair then thanked Rozzy Amos and Venla Freeman for their excellent presentation and Members for their questions and discussion.

#### Interim Review of Bridging Divides

A Member noted that CBT was currently working with multiple partner organisations and sought assurances that they were co-ordinated. The CGO responded that it was important learning was not in silo, but partner organisations were recruited for distinct areas of activity, such as the Cornerstone Fund or Bridge to Work programme, and each was appointed following a procurement process. The CGO advised that there would be direct engagement with Members on the Bridging Divides review and framing additional spend later in the agenda and to come.

In response to a question from a Member regarding discussion on the additional allocation to Bridging Divides from Bridge House Estates at the Resource Allocation Sub Committee, the Chamberlain advised that Charity Commission guidance set out the expectation that Trustees recognise at an early stage where a charity may be facing financial difficulties, and robust forecasting was required as part of that. The amount allocated may be reconsidered in this context, however this was still to be decided. The Chamberlain advised that the matter would be considered by the February meeting of the Finance Committee, with the recommendation of annual budgets to the March Court of Common Council meeting expected.

The CGO advised that alongside the review, CBT was still undertaking grant-making activity, particularly working with other funders and with existing grantees.

#### Planned Retirement of CBT Deputy Director

The CGO advised the Committee of the planned retirement of the Deputy Director of CBT Jenny Field later that year. The CGO added that there would be further opportunity to thank and celebrate Jenny, and her departure would be a massive loss to CBT. CBT were working towards a handover, and the CGO further advised of a successful recruitment to an additional Funding Director post. A revised organogram would be circulated in due course. The Chair then paid tribute to Jenny Field and expressed his hope that there would be further opportunity to recognise her enormous contributions to CBT

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

#### **7. THE BRIDGE PROGRAMME FUNDER PLUS OFFER**

The Committee considered a report of the CGO concerning proposals for the continuation of CBT's Funder Plus programme. The CGO introduced the report and drew Members' attention to the key points, also outlining the work undertaken as part of the programme so far, and the impact of COVID-19 on the programme.

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

- a) Approve a grant of £150,000 to the Cranfield Trust towards continuing the Triage and Connect programme to support the delivery of the next phase of the programme, subject to the satisfactory review of their financial assessment by the Charities Finance Team (representing the Chamberlain);
- b) Approve a grant of £150,000 to Locality towards continuing the Triage and Connect programme to support the delivery of the next phase of the programme, also subject to the satisfactory review of their financial assessment by the Charities Finance Team (representing the Chamberlain); and
- c) Commit up to £60,000 non-grants expenditure in order to procure, through the City of London's procurement process, a Managing and Learning Partner to provide capacity to continue the next phase of the programme.

#### 8. **DELEGATED AUTHORITY THRESHOLD REVIEW**

The Committee considered a report of the CGO summarising grant making made under temporary arrangements in respect of the corporate scheme of delegations and CBT delegated authority policy, which had been in place since April 2020, and seeking approval to implement the existing arrangements on a permanent basis, due to imminent changes in staff structure and volume grants to be approved.

In response to questions from Members, the CGO confirmed that delegations were for the overall grant rather than annual instalments of multi-year grants, and clarified that there were three Funding Director posts within the CBT senior leadership team. The CGO proposed an amendment to the wording to make explicit that the figures referred to in the delegations were the total amount.

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

- a) Note the current City Bridge Trust thresholds for grant approvals under delegated powers, and the Scheme of Delegation to Officers in respect of the Chief Grants Officer and Director of City Bridge Trust (CGO);
- b) Recommend the proposed amendment to the Scheme of Delegation to Officers as set out, for the approval of the Policy and Resources Committee and the Court of Common Council;
- c) Agree that the existing CBT delegated authority thresholds, as set out with the above amendment, should be implemented on a permanent basis, subject to the approval of the Court of Common Council; and
- d) Agree that grant application rejections can be approved under the revised delegated authority proposals.

9. **UPDATE ON LONDON'S GIVING**

The Committee received a report of the CGO providing Members with an update on London's Giving, an initiative currently hosted by London Funders. The Chair introduced the item and proposed that London's Giving be invited to present to the Committee when it was next appropriate.

A Member queried whether a borough other than the City of London had been omitted from the table set out in the report. The Deputy Chair advised that Croydon appeared to be missing. The CGO responded that officers would check this and recirculate the information after it had been corrected.

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

10. **GRANTS BUDGET AND APPLICATIONS TODAY**

The Committee received a report of the CGO summarising grant applications recommended for decision at the meeting, and those that had been considered since the last meeting under schemes of delegation. The CGO introduced the report and gave Members some further detail on the current picture. The CGO further advised that officers were optimistic that the annual grants budget would not be exceeded.

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

11. **TO CONSIDER REPORTS OF THE CGO AS FOLLOWS:-**

a) **Funds Approved or Declined under Delegated Authority**

The Committee received a report of the CGO which advised Members of thirty-six expenditure items, totalling £3,906,979, which had been presented for approval under delegated authority to the CGO in consultation with the Chair and Deputy Chair.

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

b) **Applications Recommended for Rejection**

The Committee considered a report of the CGO outlining a total of five grant applications that were recommended for rejection. The Chair advised that the application in respect of Work Rights Centre had been included in error, having been withdrawn, and was not recommended for rejection.

**RESOLVED** – That the Committee reject the grant applications listed in the accompanying schedule, except Work Rights Centre, which was withdrawn.

c) **Withdrawn and Lapsed Applications**

The Committee received a report of the CGO which provided details of three applications which had been withdrawn or had lapsed.

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

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

The Committee received a report of the CGO which advised Members of a

variation to one grant agreed by the CGO since the last meeting.

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

e) **London Community Response Fund Grants Approved under Delegated Authority - Wave 4**

The Committee received a report of the CGO advising Members of funds awarded through the London Community Response Fund (LCRF) under delegated authority for Wave 4.

A Member noted that numerous applications to the LCRF were from limited companies and asked whether it would be worthwhile to review CBT's criteria around eligibility in light of this. The CGO advised that this was a broader issue and could be brought back for discussion.

In response to a Member, the CGO advised that organisations ineligible to apply for LCRF grants were able to pair up with more established organisations, and as a result some organisations appeared to be receiving multiple grants.

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

f) **CBT Communications & Events Attended**

The Committee received a report of the CGO providing Members with an update on the communications work of City Bridge Trust. The Chair drew Members' attention to some of the recent coverage of the CBT, particularly TV coverage, which had been very positive.

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

12. **REPORT OF ACTION TAKEN**

The Committee received a report of the Town Clerk advising Members of actions taken by the Town Clerk since the last meeting of the Committee, in consultation with the Chair and Deputy Chair, in accordance with Standing Order Nos. 41(b).

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

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

There were no questions.

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

There was no other business.

15. **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>
19 - 20	3
21	3,5
22 - 23	-

**16. NON-PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the meeting held on 26 November 2020 be agreed as an accurate record.

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

The Committee received a report of the CGO.

**18. BRIDGE HOUSE ESTATES STRATEGIC GOVERNANCE REVIEW - UPDATE FIVE**

The Committee received a report of the CGO.

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

There were no questions.

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

There was other business.

**The meeting ended at 2.55 pm**

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Chair

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