



Delegated Authority and Urgency Decisions

Delegated or Urgent Decisions taken in accordance with the Court of Common Council's Standing Orders

Date: 18TH - 24TH MAY 2020

**Enquiries: Antoinette Duhaney, Committee & Member Services Officer,
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**John Barradell
Town Clerk**

AGENDA

- 1. REPORT OF ACTION TAKEN BY THE BARBICAN RESIDENTIAL COMMITTEE, MARKETS COMMITTEE, EPPING FOREST AND COMMONS COMMITTEE AND COMMUNITY AND CHILDREN'S SERVICES COMMITTEE**

For Information
(Pages 1 - 8)
- 2. RISK REGISTER FOR CITY BRIDGE TRUST**

For Information
(Pages 9 - 22)
- 3. CITY BRIDGE TRUST GRANTS RECOMMENDED OF £250,000 OR ABOVE FOR APPROVAL**

For Information
(Pages 23 - 28)
- 4. CITY BRIDGE TRUST GRANTS GRANTS RECOMMENDED FOR REFUSAL**

For Information
(Pages 29 - 32)
- 5. REPORT OF ACTION TAKEN BY RESOURCE ALLOCATION SUB COMMITTEE AND PORT HEALTH & ENVIRONMENTAL SERVICES COMMITTEE**

For Information
(Pages 33 - 42)

Agenda Item 1

Committee: Barbican Residential Committee Markets Committee Epping Forest and Commons Committee Community and Children's Services Committee	Date: Urgency Urgency Urgency Urgency
Subject: Report of Action Taken by the <ul style="list-style-type: none">• Barbican Residential Committee• Markets Committee• Epping Forest and Commons Committee• Community and Children's Services Committee	Public
Report of: Town Clerk	For Information
Report author: Julie Mayer, Town Clerk's Department	

Summary

1. This report advises Members of action taken by the Town Clerk since the last meeting of the above Committees. in consultation with the Chairmen and Deputy Chairmen, in accordance with Standing Order 41(a) or 41 (b).
2. In consultation with the Chairmen and Deputy Chairmen of the above Committees, the Town Clerk has approved recommendations in respect of the matter(s) set out below.

Recommendation

The Committee is requested to note the report.

Main Report

Background:

3. Further to the approval of a 3-month rent deferral for specific categories of operational commercial tenants, officers have now received formal advice from the Ministry of Housing, Communities and Local Government on the Business Rates categories and who qualifies for their Business Rates scheme. This has allowed officers to review our own categories and identify a selection of City tenants who are either:
 - i. outside of the City's 3 month rent deferral scheme as our internal definitions were made in advance of Government's detailed advice, but

included in the Government's list for rates support; or

- ii. falling between the gaps for support and are the type of tenants we wish to support with the rent deferral scheme.
4. Chief Officers have put forward a list of the additional tenants who missed out on support as part of the original rent deferral scheme. I would be grateful if you would consider and approve their retrospective inclusion-in the previous 3 month rent deferral offer for the reasons stated in the attached schedule

Action

5. The Town Clerk, in consultation with the Chairmen and Deputy Chairmen of the Markets Committee, Barbican Residential Committee, Community & Children's Services Committee and Epping Forest and Commons Committee has approved the inclusion of the tenants set out in the appended list to the rent deferral scheme.

Appendices

Schedule of non-qualifying residents to be added to the Rent Deferral Scheme (Non-Public)

Julie Mayer

Committee and Member Services Officer, Town Clerk's Department
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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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Committee	Dated:
City Bridge Trust (CBT)	Urgency
Subject: Risk Register for City Bridge Trust	Public
Report of: Chief Grants Officer & Director of City Bridge Trust (CGO)	For Decision
Report author: Scott Nixon, CBT	

Summary

The report provides this Committee's section of the key risks register for Bridge House Estates (BHE) for review. The Charity Commission's Statement of Recommended Practice (SORP) requires that risks that impact upon a charity are reviewed continuously to ensure that existing risks are reconsidered, any new risks are identified and that appropriate measures are in place to mitigate those risks. This requirement is further emphasised within the Charity Governance Code. BHE is managed by six Committees or Boards, each of which is required to review and monitor risks for the services they oversee e.g. the Planning and Transportation Committee manages risks relating to the five bridges maintained by the charity. Accordingly, a separate risk report has been prepared for each managing Committee or Board.

Six of the risks on the BHE risk register relate to the services overseen by the CBT Committee. These relate to grants not being used for their intended purpose; financial loss through fraud or theft; negative publicity leading to reputational damage; IT failure; Brexit risk and Staff Capacity – the six risks are detailed at Appendix 2 and have been recently reviewed by the executive team, mindful of the Covid-19 context.

Risks five and six are assessed as amber with a score of 6 (on a risk scale from one to the highest risk score of thirty-two); the remaining four risks are assessed as green with a score of four.

Recommendations

Members are asked to:

- a) review the six risks currently on the register for this Committee and confirm that appropriate control measures are in place; and
- b) confirm that there are no other risks relating to the services overseen by the CBT Committee which should be added to the BHE risk register.

Main Report

Background

1. In accordance with the SORP, trustees are required to confirm in the charity's annual report that any major risks to which the charity is exposed have been identified and reviewed and that systems are established to mitigate those risks. This requirement is further emphasised within the Charity Governance code, which recommends that effective risk-assessment processes are set up and monitored. This Committee's section of the key risks register for BHE is set out for review.
2. BHE is managed by six Committees or Boards each of which is required to review and monitor risks for the services they oversee e.g. the Planning and Transportation Committee manages risks relating to the five bridges maintained by the charity. Accordingly, a separate risk report has been prepared for each managing Committee or Board.
3. The Charities SORP requires that the register is reviewed continuously to ensure that existing risks are reconsidered and any new risks are identified.

Review of Risks

4. The method of assessing risk reflects the City of London Corporation's (CoLC) standard approach to risk assessment as set out in its Risk Management Strategy approved by the Audit and Risk Management Committee. The CoLC risk matrix, which explains how risks are assessed and scored, is attached at Appendix 1 of this report. Risk scores range from one, being lowest risk, to the highest risk score of thirty-two. These scores are summarised into 3 broad groups, each with increasing risk, and categorised green, amber or red.
5. Each risk in the register has been considered by the responsible officer within the Corporation who is referred to as the 'Risk Owner' in the register.
6. The CBT Committee's element of the BHE risk register is shown at Appendix 2 and contains six risks: the first relating to the grant not being used for its intended purpose; the second to financial loss through fraud or theft ; the third to negative publicity leading to reputational damage: the fourth, major IT failure. Controls are in place to mitigate these risks, including an open, transparent and rigorous grants assessment process and, in relation to IT systems, the main grants system BBGM (Blackbaud Grant-making) is now running from an Agilisys data centre which is more resilient than the previous server at Guildhall. The fifth risk relates to Brexit impact and the sixth to staff capacity and the potential implications a reduction in staff availability may have on the day to day business of CBT.
7. In the last risk register reported to this committee in May 2019, of the four risks identified, one was assessed as amber (grants not being used for their intended purpose) with a score of 6 and the remaining three risks were assessed as green with a score of two. The Brexit impact and Staff capacity risks are new additions

to this years risk register. In the event of a no-deal Brexit, there is a risk that there could be a spike in applications leading to an increased demand on charitable funding from CBT, which would impact on resourcing and available funding. In relation to the staff capacity risk. The spread of Covid-19 has resulted in social distancing and lock-down measures being adopted and therefore all CBT staff members are working from home and are reliant on remote technology. Care responsibilities and potential illness of team members may reduce workforce capacity, and so has been added as a new risk.

8. It should also be noted that all risks have been reviewed in light of the COVID-19 pandemic. Although the transition to a paperless way of working has been implemented and is working well, the health and well being of staff will be monitored closely and any associated risk to the day to day operations of the Trust updated in the resgister accordingly.

Conclusion

9. The risks faced by the charity are being reviewed and six of those risks have been identified as relating to the services overseen by the CBT Committee. The six risks are that grants not being used for their intended purpose; financial loss through fraud or theft; major IS systems failure; negative publicity leading to reputational damage, impact of Brexit and negative impact on staff capacity and resource. This Committee is requested to confirm that appropriate control measures are in place for these risks and that there are no other risks that should be added to the BHE register in relation to services overseen by the Committee.

Appendices

- Appendix 1 - City of London Corporation Risk Matrix
- Appendix 2 – BHE Risk Register

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City of London Corporation Risk Matrix (Black and white version)

Note: A risk score is calculated by assessing the risk in terms of likelihood and impact. By using the likelihood and impact criteria below (top left (A) and bottom right (B) respectively) it is possible to calculate a risk score. For example a risk assessed as Unlikely (2) and with an impact of Serious (2) can be plotted on the risk scoring grid, top right (C) to give an overall risk score of a green (4). Using the risk score definitions bottom right (D) below, a green risk is one that just requires actions to maintain that rating.

(A) Likelihood criteria

	Rare (1)	Unlikely (2)	Possible (3)	Likely (4)
Criteria	Less than 10%	10 – 40%	40 – 75%	More than 75%
Probability	Has happened rarely/never before	Unlikely to occur	Fairly likely to occur	More likely to occur than not
Time period	Unlikely to occur in a 10 year period	Likely to occur within a 10 year period	Likely to occur once within a one year period	Likely to occur once within three months
Numerical	Less than one chance in a hundred thousand (<10-5)	Less than one chance in ten thousand (<10-4)	Less than one chance in a thousand (<10-3)	Less than one chance in a hundred (<10-2)

(B) Impact criteria

Impact title	Definitions
Minor (1)	Service delivery/performance: Minor impact on service, typically up to one day. Financial: financial loss up to 5% of budget. Reputation: Isolated service user/stakeholder complaints contained within business unit/division. Legal/statutory: Litigation claim or find less than £5000. Safety/health: Minor incident including injury to one or more individuals. Objectives: Failure to achieve team plan objectives.
Serious (2)	Service delivery/performance: Service disruption 2 to 5 days. Financial: Financial loss up to 10% of budget. Reputation: Adverse local media coverage/multiple service user/stakeholder complaints. Legal/statutory: Litigation claimable fine between £5000 and £50,000. Safety/health: Significant injury or illness causing short-term disability to one or more persons. Objectives: Failure to achieve one or more service plan objectives.
Major (4)	Service delivery/performance: Service disruption > 1 - 4 weeks. Financial: Financial loss up to 20% of budget. Reputation: Adverse national media coverage 1 to 3 days. Legal/statutory: Litigation claimable fine between £50,000 and £500,000. Safety/health: Major injury or illness/disease causing long-term disability to one or more people Objectives: Failure to achieve a strategic plan objective.
Extreme (8)	Service delivery/performance: Service disruption > 4 weeks. Financial: Financial loss up to 35% of budget. Reputation: National publicity more than three days. Possible resignation leading member or chief officer. Legal/statutory: Multiple civil or criminal suits. Litigation claim or find in excess of £500,000. Safety/health: Fatality or life-threatening illness/disease (e.g. mesothelioma) to one or more persons. Objectives: Failure to achieve a major corporate objective.

(C) Risk scoring grid

		Impact			
		Minor (1)	Serious (2)	Major (4)	Extreme (8)
Likelihood	X				
	Likely (4)	4 Green	8 Amber	16 Red	32 Red
	Possible (3)	3 Green	6 Amber	12 Amber	24 Red
	Unlikely (2)	2 Green	4 Green	8 Amber	16 Red
	Rare (1)	1 Green	2 Green	4 Green	8 Amber

(D) Risk score definitions

RED	Urgent action required to reduce rating
AMBER	Action required to maintain or reduce rating
GREEN	Action required to maintain rating

This is an extract from the City of London Corporate Risk Management Strategy, published in May 2014.

Contact the Corporate Risk Advisor for further information. Ext 1297

October 2015

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TC CBT detailed risk register -All Risks

Report Author: Marek Habrda

Generated on 28 April 2020



Rows are sorted by Risk Score

Code TC CBT 01

Department Description: Town Clerk's 1

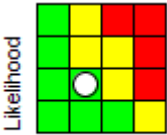
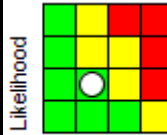

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
TC CBT 01 Financial loss through fraud or theft. 07-Aug-2018 David Farnsworth	Cause: Financial and governance controls are not enough to identify fraudulent activity. Event: Funding awarded is not being used in line with the terms and conditions of grant. Impact: Negative reputational impact; grant monies may be unrecoverable which is a loss to the charity. Additional officer resources may be required to investigate and liaise the authorities.	 Likelihood	4	With increased online ways of working with grantees, CBT staff continue to be vigilant in terms of potential fraud. 28 Apr 2020	 Likelihood	2	30-Oct-2020	 Increasing

Action no	Action description	Latest Note			Action owner	Latest Note Date	Due Date
TC CBT 01 A	Whilst working virtually during COVID-19, CBT will continue with its existing robust monitoring and evaluation systems. To continue to regularly review grant assessment processes.	Due to COVID-19 physical mystery shopping and compliance visits to grantees have been suspended. CBT is investigating a fraud-robust digital signature process for grant agreements which verifies the email address of the person returning the paperwork.			David Farnsworth	28-Apr-2020	30-Oct-2020

	<p>To continue to undergo internal and external audit. To update wherever necessary, documentation that goes into the public domain which states that CBT has a zero tolerance to fraud. To continue to undertake detailed financial assessments of any grants deemed to be of a higher risk.</p>				
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Code TC CBT 02

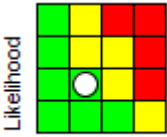
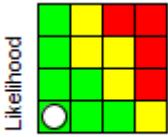

Department Description: Town Clerk's 1

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
TC CBT 02 Grant not used for its intended purpose 07-Aug-2018 David Farnsworth	Cause: Grant award not being used in accordance with CBT priorities and in line with the original grant application. Event: Funding not being used for its intended purpose. Impact: Reputational damage to CBT.	 Likelihood Impact	4	Funding managers continue to maintain strong/effective working relationships with grantees which helps to flag early any potential for a grant use to change and encourages grantees to seek permission in advance for change of use. 28 Apr 2020	 Likelihood Impact	4	30-Oct-2020	 Decreasing

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
TC CBT 02 A	To continue to undertake regular learning visits to grantees to identify any issues at an early stage. To continue to meet with the Comms and Media team to update on any potential or emerging issues with grantees.	Learning visits are still taking place virtually. In response to Covid-19 CBT has adopted a flexible approach to grant variations according to immediate needs of grantees and changes to service delivery.	David Farnsworth	24-Apr-2020	30-Oct-2020

Code TC CBT 03

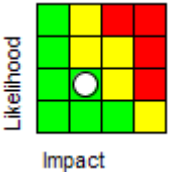


Department Description: Town Clerk's 1

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
TC CBT 03 Negative publicity and reputational damage 07-Aug-2018 David Farnsworth	Cause: CBT's pause in accepting new grant applications alongside COVID-19 funding arrangements are not understood. Event: CBT receives a high number of queries and applications which creates a delay in assessment. Impact: Negative publicity and reputational damage CBT and its trustee the City of London Corporation.	 Likelihood	4	The current situation in terms of COVID-19 is being monitored and any potential issues discussed at the management team meeting. 28 Apr 2020	 Likelihood	1	31-Aug-2020	 Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
TC CBT 03 A	To continue to communicate clearly with key stakeholders on any variations to service delivery. To continue to monitor and act upon any feedback received from grantees (website/social media/monitoring forms). To continue to monitor and review the number of applications received.	The Trust is a high-profile participant and contributor to the pan-funder London Community Response, reflecting positively on the Corporation's reputation.	David Farnsworth	24-Apr-2020	31-Aug-2020

Code TC CBT 04

Department Description: Town Clerk's 1

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
TC CBT 04 IT failure 07-Aug-2018 David Farnsworth	Cause: Malicious attack, unpredictable event or adverse weather conditions. Event: IT failure at the data centre managing the CBT's CRM data. Impact: Inability to access active or historical grant data. Unable to assess and manage grant applications, causing a backlog.		4	Covid-19 response – all staff are now operating remotely and virtually. Dependence on IT has increased. All grant application processes have now been moved online. 28 Apr 2020		2	30-Oct-2020	 Constant

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
TC CBT 04 A	To continue to meet on a regular basis with the CBT IT Business partner to ensure that all off site data backup sites and storage are suitable. To continue to ensure that any viruses and spam are reported to the IT department and dealt with swiftly.	Covid-19 response – all staff are now operating remotely and virtually. Dependence on IT has increased.	David Farnsworth	24-Apr-2020	31-Aug-2020

Code TC CBT 05

Department Description: Town Clerk's 1

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
TC CBT 05 Brexit impact 12-Sep-2019	Cause: A no-deal Brexit scenario. Event: There is a spike in applications leading to an increased demand on charitable funding from CBT. Effect: CBT receives a high number of applications which creates a delay in assessment; A high volume of applications may deplete the available grants budget; Negative publicity and reputational damage to CBT and its trustee the City of London Corporation.		6	Likelihood has been reduced due to the certainty of Brexit taking place. The risk is being closely monitored. 28 Apr 2020		2	30-Oct-2020	 Decreasing

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
TC CBT 05 A	To undertake a regular review of the funding strategy to ensure that it satisfies the needs of Londoners.	Risk reviewed on 22/11/2019 - see updated assessment.	David Farnsworth	22-Nov-2019	30-Oct-2020
TC CBT 05 B	CBT would focus existing staff resources on the Brexit related priorities; mobilise the consultancy pool to increase staff capacity; increase the rate of grant spend; collaborate through the umbrella body, London Funders, and utilise their pooled funds software platform to maximise the effective and efficient distribution of charitable monies to where there is greatest need, in line with the agreed CBT funding strategy, 'Bridging Divides'.	The servers holding our BBGM data are in EU member states. In the event of no deal Brexit without an agreement on data sharing there may be an interruption to our BBGM services until Blackbaud can physically repatriate UK-client's data to a UK base. As a large commercial firm, we would expect them to prepare satisfactorily for this given the deadline for talks between the UK and the EU, but it is still a risk to our service continuity.	David Farnsworth	28-Apr-2020	30-Oct-2020

Code TC CBT 06

Department Description: Town Clerk's 1

Risk no, title, creation date, owner	Risk Description (Cause, Event, Impact)	Current Risk Rating & Score		Risk Update and date of update	Target Risk Rating & Score		Target Date	Current Risk score change indicator
TC CBT 06 Staff capacity 24-Apr-2020 Page 21	<p>Cause: The spread of Covid-19 has resulted in social distancing and lock-down being adopted so that all CBT staff members are working from home and are reliant on remote technology. Care responsibilities and potential illness of team members may also reduce workforce capacity</p> <p>Event: An increase in CBT staff sickness due to the virus and a reduction in staff capacity in respect of those with carer responsibilities</p> <p>Effect: CBT being unable to effectively respond to crisis, deploy staff and provide services to its grantees. Increased potential for complaints, delays in grant assessment work. Reputational damage to CBT. Increased costs due to a lack of staff to undertake key workstreams and a backlog develops</p>	<p>Likelihood</p>	6		<p>Likelihood</p>	2	31-Aug-2020	<p>Increasing</p>

Action no	Action description	Latest Note	Action owner	Latest Note Date	Due Date
TC CBT 06 A	To increase the pool of consultants and temporary support staff. To continue to progress agreed recruitment.	Activity to be undertaken is regularly reviewed and regular contact with consultants is made to understand their potential capacity	David Farnsworth	24-Apr-2020	31-Aug-2020

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Committee	Dated:
City Bridge Trust	Urgency
Subject: Grants Recommended of £250,000 or Above for Approval	Public
Report of: Chief Grants Officer & Director of City Bridge Trust (CGO)	For Decision
Report author: Scott Nixon, Head of Director's Office	

Summary

This report advises Members of funds recommended for approval for amounts of £250,000 or above. The assessment report for this grant recommended for approval is shown in appendix 2 of this report.

Recommendation

Members are asked to:

- Receive this report and approve the recommended amounts

Main Report

Member approval is requested for all applications of £250,000 or above, summarised in this report.

The total amount of expenditure and number of items to be approved under are shown in Appendix 1. The assessment report is provided at appendix 2.

Applications to be considered comprise of Bridging Divides applications.

Scott Nixon
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**Table 1:
Index of Grant Recommendations (amount requested: above £250,000)**

Page no	Ref	Grant Organisation	Original Amount Requested	Programme Area	Funding Manager	Location of Organisation	Amount recommended for approval	Grant duration (months)
<u>Bridging Divides</u>								
1	15607	FareShare	£376,676	Advice and Support	Shegufta Slawther	Lewisham	£376,600	60
<i>Total Bridging Divides (1 item)</i>			£376,676				£376,600	
Grand Totals			£376,676				£376,600	

MEETING: 13/05/2020

Ref: 15607

ASSESSMENT CATEGORY: Bridging Divides - Advice and Support**FareShare****Adv: Shegufta Slawther****Base: Lewisham****Amount requested: £331,460****Benefit: London-wide****{Revised request: £376,676}****Amount recommended: £376,600****The Applicant**

FareShare, a national charity that registered in 2003, provides food deemed surplus by supermarkets, etc to a diverse range of voluntary groups such as homeless shelters, women's refuges, children's breakfast clubs and drug and alcohol rehabilitation centres. It offers life changing support as well as hot, nutritious meals.

The Application

FareShare London currently provides food to six social pantries and seeks funding to establish and supply 10 more. The pantries will provide 1,600 struggling low-income households to offer longer-term support based on the fact that, for many in the age of austerity, falling living standards, poverty and food insecurity are chronic or recurring problems, rather than a temporary blip.

The Recommendation

Recognised as a leading organisation working to tackle food poverty, the charity has developed an extensive network across London (and wider). More recently, through the London Food Alliance, FareShare is working with the COVID-19 London Strategic Coordinating Group (LSCG) to help coordinate an effective response to the food insecurity issues identified by the LSCG within London by providing emergency food aid to those most in need. The revised request was submitted following the outbreak of COVID-19 in the UK and reflects the anticipated higher demand in the first three years of this five-year grant request. At the time of the financial assessment the organisation was under lockdown but providing essential frontline services and so had reduced capacity to provide detailed financial forecasting. In order not to delay your funding, should you agree it, a condition requiring this information at a later date has been included. A grant is recommended:

£376,600 over five years (£76,400, £76,300, £77,100, £73,000, £73,800) for the FT salary of the London Development Manager and associated project costs. Release of the third quarter's payment is conditional on receiving required financial information.

Funding History

Meeting Date	Decision
15/05/2014	PROJECT DESCRIPTION £165,000 over three years (£60,000; £55,000; £50,000) towards the salary costs of a London Development Manager plus running costs of a project creating satellite distribution centres in London.

Background and detail of proposal

The model of social pantries enables the charity to engage with hidden communities in London with a focus on prevention rather than crisis intervention and encouraging

social inclusion. Providing heavily subsidised groceries in partnership with Housing Associations and Local Councils, the model promotes dignity and choice. Each of the Pantries supports additional life-changing services such as financial and digital inclusion support and employability training. The Pantries also provide volunteering opportunities within the community; offering the chance to gain experience in food handling, customer service and administration.

Following the outbreak of COVID-19, FareShare, along with food redistribution organisations City Harvest (one of your current grantee organisations) and The Felix Project, formed the London Food Alliance (LFA). Working in partnership with each London borough and other third sector organisations, the LFA is leading on the provision of emergency food aid. All 32 boroughs are establishing Food Hubs where food will be delivered and then prepared into parcels and meals, and from there delivered to people's doors or community groups. Each Hub is being supplied with ambient, chilled, fresh and frozen food where possible throughout the duration of the health crisis. The charity has also coordinated spare capacity within the haulage companies it uses under normal circumstances to transport food to support the delivery from Hubs to beneficiaries' doors or community groups. This has proved crucial to the LFA given that the majority of the charity's volunteers fall within the 'at-risk' category and are self-isolating. The charity is also working in partnership with Chefs in Schools to use school kitchens to use fresh, chilled and frozen food supplied by the LFA to cook onsite and then supply to families with children on free school meals and other vulnerable groups.

Financial Information

The charity expects a drop in income in 2021 due to a large grant from Asda reducing by £3m. This funding is from the proceeds of sales of plastic carrier bags; the sales of which has dropped significantly resulting in the reduction in income in 2021. Moving forward it will be reducing expenditure to align with this drop in income if required although in late March, after the charity's budget for 2020/21 was set (as shown in the table below) Asda announced that it would be making a donation of £5m between FareShare and Trussell Trust to help them support vulnerable people.

Reserves are below target but the trustees have set a target to increase reserves by one month's expenditure each year, for three years to fall within the reserves policy. This will primarily be raised through corporate and individual giving fundraising. The current health crisis has put additional pressures on the charity's finances, but equally has had members of the public, trusts and foundations and responsible businesses that have come forward to support them at this time. Due to the extensive and additional work on food distribution that FareShare is leading on nationally, it has only been able to provide an outline budget and forecast. A condition for payment is recommended for this information to be provided later in the year.

Year end as at 31 March	2019	2020	2021
	Signed Accounts	Forecast	Budget
	£	£	£
Income & expenditure:			
Income	12,305,000	13,471,000	9,413,000
- % of Income confirmed as at 09/04/2020	N/A	100%	97%
Expenditure	(10,190,000)	(11,365,000)	(13,140,000)
Total surplus/(deficit)	2,115,000	2,106,000	(3,727,000)
Split between:			
- Restricted surplus/(deficit)	2,278,000	1,941,000	(3,988,000)
- Unrestricted surplus/(deficit)	(163,000)	165,000	261,000
	2,115,000	2,106,000	(3,727,000)
Operating Expenditure (unrestricted)	3,306,000	4,580,000	4,685,000
Free unrestricted reserves:			
Free unrestricted reserves held at year end	627,000	792,000	1,053,000
No of months of operating expenditure	2.3	2.1	2.7
Reserves policy target	2,400,000	2,290,000	2,342,500
No of months of operating expenditure	8.7	6.0	6.0
Free reserves over/(under) target	(1,773,000)	(1,498,000)	(1,289,500)

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Committee	Dated:
City Bridge Trust	Urgency
Subject: Applications Recommended for Rejection	Public
Report of: Chief Grants Officer & Director of City Bridge Trust (CGO)	For Decision
Report author: Scott Nixon, Head of Director's Office	

Summary

This report and the accompanying schedule outlines a total of 8 grant applications that, for the reasons identified, are recommended for rejection. All of these applications were under Bridging Divides criteria.

Recommendation

Members are asked to:

- Reject the grant applications detailed in the accompanying schedule

Main Report

1. There are 8 applications 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 electronically. 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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Grants Recommended for Rejection

Request Date	Ref	Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Funding Manager	Area
<u>Bridging Divides</u>							
<u>Advice and Support</u>							
January 2020	15992	Three Cs Support	Working with employers and providing personalised employment support to help people with learning disabilities and mental health challenges to improve their employment prospects, get and keep paid jobs.	The proposal falls outside your criteria for support whilst the organisation does not provide evidence of holding a recognised advice quality standard as is required.	£75,000	Kate Moralee	Lewisham
<i>Total Advice and Support (1 item)</i>					£75,000		
<u>Connecting the Capital</u>							
February 2020	15928	Canal & River Trust	To increase community cohesion, local prosperity and sustainability through learning and engagement opportunities for, and led by, the community.	The proposal presents as a short term celebration-type project with little or no longer term sustainability proposed. Costs are vague but appear to be very high.	£95,000	Kate Moralee	Westminster
January 2020	15976	Doc Society Charitable Trust	CLIMATE REFRAMED: AMPLIFYING BAME VOICES IN THE UK ENVIRONMENTAL MOVEMENT.	Proposal is for funding for a single event which is outside your criteria. The organisation has extremely low free reserves and a pattern of overspending yet forecasts a significant increase in turnover which may be either unrealistic or unsustainable.	£23,694	Ciaran Rafferty	Westminster

Request Date	Ref	Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Funding Manager	Area
September 2019	15669	Protein Dance Ltd	We want to bring art to disadvantaged elders to raise their mobility and confidence and enable them to access local on-going provisions and be more engaged in their community.	A project for work in care homes though the challenges of working in care homes have not been addressed. The application shows greater focus on work opportunities for artists than on meeting the specific needs of beneficiaries. Funds requested for artists' training are not eligible.	£80,449	Julia Mirkin	Greenwich
<i>Total Connecting the Capital (3 items)</i>					£199,143		
Positive Transitions							
February 2020	16009	Ark of Christ Mission	To support our youth rescue project which engages with vulnerable youths from knife crime, gangs and drugs culture.	A very small organisation with only 2 trustees where this request would equate to almost 100% of turnover. The proposal does not meet your priorities for support.	£70,000	Ciaran Rafferty	Greenwich
January 2020	15981	Barking Churches Unite	Supporting and reducing homelessness, rough sleepers and poverty relief within the local community.	The request is for a contribution to its core services of a hot meal and advice to people experiencing homelessness. This does not meet the criteria of your homelessness and mental health priority area. The applicant organisation does not demonstrate specialist knowledge or expertise in mental health or trauma informed approaches.	£45,000	Kate Moralee	Barking & Dagenham
December 2019	15912	Brent Play Association	To assist us with core funding in order to maintain expand and improve our services for young people who have special needs	A revised request for funding for day services for disabled young people: the Monitoring Framework provided does not include all required information or follow published guidance; planned outcomes are not well articulated and it is not clear how these meet your priority to support those who are disabled transition to adulthood.	£150,000	Natalie Jordan	Brent

Request Date	Ref	Organisation	Purpose	Reason for Recommendation for Rejection	Amount Requested	Funding Manager	Area
January 2020	15978	Toucan Employment	Work supporting young (aged 18-25) Southwark, Lewisham, and Lambeth residents with learning difficulties/disabilities and autism in the transition to adulthood and/or independent living	The previous grant was made through your Investing in Londoners programme. This application for continuation funding does not meet the criteria of your Bridging Divides programmes as its primary outcomes relate to employment.	£78,524	Natalie Jordan	Southwark
<i>Total Positive Transitions (4 items)</i>					£343,524		
Grand Totals					£617,667		

Committee(s) Resource Allocation Sub Committee Port Health & Environmental Services Committee	Date: Urgency Urgency
Subject: Proposal to Assist City of London Investment and Operational Tenants for June Quarter Rents	Public
Report of: The City Surveyor	For Information
Report author: Tom Leathart, Andrew Cross, Neil Robbie - Assistant Directors of IPG, Paul Friend – Assistant Director CPG	

Summary

This report advises Members of an urgent decision taken by the Town Clerk, in consultation with the Chairman and Deputy Chairman, since the last meeting of the Committee, in accordance with Standing Order No. 41(a)

Recommendation

Members are asked to note the report.

Background

The purpose of this paper is to update Members on proposals currently under consideration to assist a number of “at risk” tenants (Appendix1), due to the ongoing Government advice on social distancing/home working and the uncertainty over how long this may be in place.

This report covers the June - September quarter, but the Corporation’s policy will need to be kept under review and revisited in advance of the September - December quarter. It is likely that further assistance will be required for the September – December quarter, subject to any further support offered by Central Government.

Action

The Town Clerk, in consultation with the Chairman and Deputy Chairman, has approved proposals to provide support to City of London Investment and Operational Tenants.

Rofikul Islam
 Committee and Member Services Officer
 Town Clerk’s Department
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of the Local Government Act 1972.

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