

THE CITY BRIDGE TRUST COMMITTEE
WEDNESDAY, 18 JULY 2012

**MINUTES OF THE MEETING OF THE CITY BRIDGE TRUST COMMITTEE HELD
AT GUILDHALL, EC2 ON WEDNESDAY, 18 JULY 2012 AT 11.30AM**

Present

Members:

Deputy Billy Dove (Chairman)
Deputy Ken Ayers, the Chief Commoner
John Bird
Ray Catt
Deputy Revd Stephen Haines
Michael Henderson-Begg
Alderman Peter Hewitt
Deputy Edward Lord
Jeremy Mayhew
Deputy Joyce Nash
Ian Seaton

Officers:

Greg Moore	- Town Clerk's Department
Steve Reynolds	- Chamberlains Department
Jenna Rigley	- Chamberlains Department
Clare Thomas	- Chief Grants Officer
Sandra Davidson	- The City Bridge Trust
Jenny Field	- The City Bridge Trust
Stewart Goshawk	- The City Bridge Trust
Jemma Grieve Combes	- The City Bridge Trust
John Merivale	- The City Bridge Trust
Ciaran Rafferty	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
John Park	- Public Relations Office

Also Present:

Representatives from the following organisations, whom the Chairman welcomed to the meeting, were also present:-

- Surrey Docks Farm (**Annex 2**)
- Barnet Refugee Service (**Annex 3**)
- New Horizon Youth Centre (**Annex 4**)
- Ambitious about Autism (**Annex 8**)
- Advocacy Plus (London) Ltd (**Annex 10**)
- OCD Action (**Item 7b**)
- BBC Children in Need (observer)
- Anchor House (observer)

1. **APOLOGIES**

Apologies for absence were received from Vivienne Littlechild and Deputy and Sheriff Wendy Mead.

2. **DECLARATIONS BY MEMBERS OF ANY PERSONAL AND PREJUDICIAL INTERESTS IN RESPECT OF ITEMS ON THIS AGENDA**

There were none.

3. **MINUTES**

The public minutes and summary of the meeting held on 28 June 2012 were approved.

MATTERS ARISING

(1) **Social Investment Fund** (p6) – The Chief Grants Officer advised Members that a paper outlining the governance proposals for the new Social Investment Fund had now been considered at the Resource Allocation Sub-Committee Away Day. It had been agreed that a Board mirroring the Financial and Property Investment Boards, reporting to the Investment Committee, would be proposed which would meet at least three times a year. Assurances were given that the Chairman of The City Bridge Trust Committee would sit on this new Board so as to ensure connectivity.

In response to a Member's query concerning the administration costs of the Fund, the Chief Grants Officer advised that management costs would be worked out in conjunction with the Chamberlain.

4. **OUTSTANDING ACTIONS**

The Committee received a report of the Town Clerk identifying those items raised at meetings of the Committee that required further action by officers.

RESOLVED: That the report be noted.

5. **PROGRESS REPORT AND EVENTS**

The Committee received the regular progress report of the Chief Grants Officer which highlighted the various activities that were on-going or had recently concluded.

The Chairman informed the Committee that an invitation had been received from the Sir John Soane Museum to attend a drinks reception and tour on the evening of 26 September, adding that a note would be circulated in due course with further information.

A Member made reference to the recent "Celebrate the City" festival, highlighting some tensions which he felt might have existed between the organisers of this event and the organisers of the City of London Festival, and expressed his hope that closer collaboration could be had in future to ensure the two events better complemented each other.

RESOLVED: That the contents of the report be noted.

6a. **GRANT APPLICATIONS**

The Committee considered a report of the Chief Grants Officer, introducing the grants programmes and stating that a total of thirty applications would be dealt with at the meeting, of which one was a strategic initiative, ten were recommended for grants and thirteen recommended for rejection, with two having been withdrawn.

A Member noted that the number of applications recommended for rejection looked to have decreased recently and asked if there was anything in particular behind this. Officers advised that they were not aware of any specific cause, with it appearing to be merely coincidental, however it was of course pleasing to see fewer failed applications.

RESOLVED: That the contents of the report be noted.

6b. **GRANT RECOMMENDATIONS AND ASSESSMENTS**

The Committee considered a report of the Chief Grants Officer recommending grants to organisations.

During consideration of the applications before the Committee, the following comments were made by Members of the Committee and relevant officers:

- In respect of Annex 1 (Richmond and Kingston Accessible Transport), the Grants Officer confirmed that the organisation was yet to raise funds from other sources and had come to the Trust first before applying elsewhere; the Chairman echoed this point noting the condition attached to the grant, adding that it was hoped the Trust's funding would encourage others to contribute.
- With regard to Annex 8 (Ambitious about Autism), a Member noted the applicant had 164 full-time staff; the Grants Officer confirmed that this because of the high staff to pupil ratio often required owing to the particular needs associated with autistic children.

RESOLVED: That the following grants be approved:-

<u>Annex Number</u>	<u>Organisation (and Borough that Benefits)</u>	<u>Grant Approved</u>
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Category: Accessible London – Transport

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| 1. | Richmond and Kingston Accessible Transport (Richmond and Kingston) | £27,500 towards 50% of the purchase costs of one accessible minibus, subject to the balance being secured from other sources. |
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Category: Bridging Communities

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| 2. | Surrey Docks Farm (Southwark, Lewisham, Greenwich) | £111,000 over three years (£47,000; £35,000; £29,000) for the Co-ordinator's salary and other costs of the |
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Joining Up project.

3. Barnet Refugee Service (Barnet) £93,000 over 3 years (£30,000; £31,000; £32,000) towards the salary and associated running costs of a part-time (21 hours) Volunteer Coordinator.

Category: Improving Londoners' Mental Health

4. New Horizon Youth Centre (Several London boroughs) £135,000 over three years (£44,000; £45,000; £46,000) for the salary costs of a p/t (20hpw) Project Leader and two Lifeskills Workers (10hpw) plus associated costs for the Healthy Minds project.
5. Upper Room (St Saviour's with St Mary's) (Hammersmith & Fulham) £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.
6. Haringey Women's Forum (Haringey and surrounding boroughs) £102,000 over three years (£33,500; £34,000; £34,500) towards a part-time Volunteer Co-ordinator to run a befriending programme for women with mental health issues, especially those experiencing domestic violence, in order to enable them to live independently.

Category: Positive Transitions to Independent Living

7. New Choice for Youth (Newham) £74,250 over three years (£24,500; £24,750; £25,000) towards a home maintenance skills training programme for young people leaving care.
8. Ambitious about Autism (Several London boroughs) £117,000 over three years (£38,000; £39,000; £40,000) towards the salary of an Employment Specialist to help young people with severe autism into employment.

Category: Strengthening the Third Sector

9. Kairos in Soho (London-wide) £30,000 for a third year's support for the LGBT volunteering project, subject to the receipt of a satisfactory monitoring report on the second year.
10. Advocacy Plus (London) Limited £156,000 over three years (£58,000; £52,000; £46,000) towards the salary

(Several London boroughs)

and associated running costs of a programme of work to enable advocacy projects improve the quality of their evaluation systems.

6c. **GRANTS RECOMMENDED FOR REJECTION**

The Committee considered a report of the Chief Grants Officer recommending thirteen grant applications in the Working with Londoners programme be rejected for the reasons identified in the schedule attached to the report.

RESOLVED: That the grant applications detailed in the schedule attached to the report be rejected.

7a. **WITHDRAWN AND LAPSED APPLICATIONS**

The Committee received a report of the Chief Grants Officer detailing two applications that had withdrawn.

It was noted that one of the organisations which had withdrawn an application had subsequently re-submitted a revised form, which had been approved at this meeting (Advocacy Plus Ltd – Annex 10).

RESOLVED: That the report be noted.

7b. **GRANTS APPROVED UNDER DELEGATED AUTHORITY**

The Committee received a report of the Chief Grants Officer advising Members of four grants, totalling £66,135, which had been approved under delegated authority since the last meeting of the Committee as follows:

- **Ivorian Advice and Support Group** - £23,500 over two years (£11,500; £12,000) for entry level English language courses for BME (black and minority ethnic) students, conditional upon sight of satisfactory draft accounts for the year ending 31st March 2012.
- **OCD Action** - £18,800 for a third and final year's contribution to the part-time Project Co-ordinator's salary plus operational costs of the London schools' work, subject to a satisfactory final report for the previous grant.
- **St Paul's Community Centre** - £23,400 over three years (£7900; £7800; £7700) for a part-time Gardener and Caterpillar Club Co-ordinator.
- **CB Hounslow Football Club** - £435 for an access audit.

RESOLVED: That the report be noted.

7c. **REPORTS ON MONITORING VISITS**

The Committee received a report of the Chief Grants Officer relative to two visits that had been undertaken.

The Chairman remarked upon the number of visits which Members had already signed up for, commenting that it was very pleasing to see such involvement.

RESOLVED: That the report be noted.

8. THE LORD MAYOR'S APPEAL

The Committee considered a report of the Chief Grants Officer proposing a strategic initiative to help make the annual Lord Mayor's Appeal more efficient, effective and productive.

Members expressed support for the proposal, commenting that an element of continuity was clearly desirable and would help increase the efficiency of the Appeal, leading to higher levels of fundraising as a consequence. However, Members were not fully convinced that the total level of funds requested for the initiative should come from the Trust; following discussion, it was felt that it would be more appropriate for the Trust to provide only the first year's funding to cover the initial start-up costs, with Members expressing the view that the Appeal office should then be self-financing year on year.

The nature of the Lord Mayor's Appeal was also discussed, with Members stressing the need to ensure that the charities and areas chosen each year did not cut across or clash with work the Trust was undertaking. A Member also expressed concerns that the Development Director would also be expected to manage the database, opining that they would be better used if dedicated solely to fundraising activities. So as to eliminate concerns about potential overlaps and management of the Appeal, the Chief Grants Officer advised Members that the Appeal office would be overseen by an Advisory Steering Group and, whilst she would not normally serve on such bodies, she would in this instance be happy to do so given the anxieties expressed by Members. The Committee agreed that this would be an appropriate mechanism by which greater connectivity and oversight could be ensured, and supported the proposal.

In view of the comments made, it was agreed that it would be appropriate for the Chief Grants Officer to liaise with the relevant Aldermen and officers involved and explain the Committee's comments and make clear the way in which they expected the initiative to operate. Authority was subsequently delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman to sign off the grant of £65,000 following the satisfactory conclusion of these discussions.

RESOLVED: That authority be delegated to the Town Clerk in conjunction with the Chairman and Deputy Chairman to approve a grant of £65,000 towards the initial salary and running costs of the Development Director of the Lord Mayor's Appeal and office support costs, following satisfactory discussions with the relevant Aldermen to clearly express the Committee's expectations as to the self-financing nature of the Lord Mayor's Appeal office in future years.

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

There were no questions.

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

Strategy for City Philanthropy

The Chief Grants Officer circulated a paper which had been considered at the Resource Allocation Sub-Committee Away Day concerning the promotion of the City as the global centre for philanthropy.

11. **EXCLUSION OF THE PUBLIC**

RESOLVED: - That under Section 100 A (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 as follows:-

Item No	Exempt Paragraphs
12	3

12. **NON-PUBLIC MINUTES**

The non-public minutes of the meeting held on 28 June 2012 were approved.

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

There were no questions.

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

There was one urgent item.

The meeting ended at 12.40pm

Chairman

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