

## **THE CITY BRIDGE TRUST COMMITTEE**

**Thursday, 26 September 2019**

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

### **Present**

#### **Members:**

Dhruv Patel (Chairman)	Paul Martinelli
Alderman Alison Gowman (Deputy Chair)	Ian Seaton
Marianne Fredericks	Deputy Dr Giles Shilson
Deputy Jamie Ingham Clark	Jannat Hossain (Co-opted Member)
Alderwoman Susan Langley	William Hoyle (Co-opted Member)
Deputy Edward Lord	

#### **Officers:**

Joseph Anstee	- Town Clerk's Department
David Farnsworth	- Chief Grants Officer & Director of City Bridge Trust
Karen Atkinson	- Chamberlain's Department
Anne Pietsch	- Comptroller and City Solicitor's Department
Jenny Field	- The City Bridge Trust
Ciaran Rafferty	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
Lily Brandhorst	- The City Bridge Trust
Sandra Davidson	- The City Bridge Trust
Jemma Grieve Combes	- The City Bridge Trust
Julia Mirkin	- The City Bridge Trust
Catherine Mahoney	- The City Bridge Trust
Geraldine Page	- The City Bridge Trust
Ruth Feder	- The City Bridge Trust
Scott Nixon	- Town Clerk's Department
Fiona Rawes	- Town Clerk's Department
Shegufta Slawther	- The City Bridge Trust

### **1. APOLOGIES**

Apologies were received from Karina Dostalova, Jeremy Mayhew, Wendy Mead and Deputy Richard Regan.

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

The Deputy Chair and Deputy Edward Lord declared standing interests by virtue of being trustees of Trust for London.

Deputy Dr Giles Shilson declared a non-pecuniary interest in Item 8w, having been involved in advising the organisation to apply for the original grant.

Paul Martinelli declared a non-pecuniary interest in Item 8y by virtue of a relative being involved with the organisation.

3. **MINUTES**

The Committee noted that the Committee's Strategic Away Half-Day was on Friday 11 October 2019 and not 30 October 2019 as stated. However, the Committee was advised that an extra Committee meeting to consider grant applications would be scheduled for Wednesday 30<sup>th</sup> October at 4pm, and Members would be asked to confirm their availability.

**RESOLVED** – That, pending the above correction, the public minutes and non-public summary of the meeting held on 25 July 2019 be agreed as an accurate record.

4. **OUTSTANDING ACTIONS**

The Committee received a 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. **PROGRESS REPORT**

The Committee received the regular progress report of the Chief Grants Officer and discussed the updates provided. The Committee had enjoyed a presentation and discussion with Rachel Rank, CEO of 360Giving, at lunch prior to the meeting.

Changes to Committee Reporting and Processes

The Committee noted that the Committee's proposals on its delegated authority procedure had been amended by the Court of Common Council before approval. The Chairman asked that Committee Members should submit comments on Committee proposals ahead of their submission to Court of Common Council to mitigate against this in future.

The Chairman drew the Committee's attention to the revised delegated authority procedures as well as several revisions to the standard reporting format for grant recommendations, and invited Members to give feedback on them.

Cost of Raising Funds (CoRF)

The Committee noted the recommendation on the CoRF within the grant assessments. The CGO reassured Members that CoRF would continue to be a consideration of Funding Managers during the assessment process and that anything of note that should be brought to the Committee's attention would be included within the assessment report narrative.

#### Grant Advisor UK

The CGO advised the Committee that City Bridge Trust was participating in a pilot of Grant Advisor UK, and invited Members to view the City Bridge Trust profile on their website.

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

- a) Note the report; and
- b) Agree that the requirement to include the Cost of Raising Funds (CoRF) in the grants assessment finance tables be removed.

#### 6. **SUMMARY OF ANALYSIS OF LEARNING VISITS 2018/19**

The Committee received a report of the CGO summarising the findings from learning partner Renaisi's report following learning visits during 2018/19. Officers would consider them as part of the wider impact and learning strategy implementation.

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

#### 7. **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.

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

##### a) **Grants Recommended Between £50,000 and £250,000**

The Committee received a report of the CGO advising Members of funds recommended for approval for amounts between £50,000 and £250,000, including strategic initiatives.

The CGO introduced the grants recommended and addressed several points for Members. The CGO confirmed the recommendation that Hackney Council for Voluntary Service be awarded two separate grants, as they were for two distinct applications. The CGO added that officers wished to add a condition to Item 8r, that the Local Giving Scheme integrate into the Local Giving network of organisations. The CGO then confirmed that the recommendation for EcoACTIVE at Item 8p was for £70,000, with £20,000 apportioned to the final year rather than £25,000 as stated.

In response to a query from a Member, the CGO explained that occasionally the amount recommended was higher than requested, often because following assessment, officers felt that organisations required more funding than they had requested.

**RESOLVED** – That the Committee receive the report and consider the recommended grants for amounts between £50,000 and £250,000 at Item 8, with the above amendments.

b) **Grants Recommended Over £250,000**

The Committee received a report of the CGO advising Members of funds recommended for approval for amounts over £250,000. The CGO introduced each application to Members and outlined the proposal.

Following the CGO's introduction, the Committee discussed the grant recommendation for The Food Chain at Item 800. A Member felt that it was possible the organisation's activities had not evolved in a way that reflected the changing nature of HIV prevalence and treatment over recent years, and that it may be worth further consideration as to whether the organisation continued to provide a useful service. The CGO responded that the application could be deferred in order to seek this assurance.

**RESOLVED** - That the Committee receive the report and consider the recommended grants for amounts over £250,000 at Item 8, with the application at Item 800 to be deferred.

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

a) **Greater London Authority**

The Committee considered the application at Item 15.

b) **Sheila McKechnie Foundation**

The Committee noted further detail on the application at Item 15.

**APPROVED** £59,000 over two years (£34,000; £25,000) for a programme to examine how to include lived experience more meaningfully and powerfully into social change journeys.

c) **Cardinal Hume Centre**

**APPROVED** £72,600 over two further and final years (2 x £36,300) for the salary and on-costs of a full-time Housing Advice Worker.

d) **Day-Mer Turkish/Kurdish Community Centre**

**APPROVED** £111,960 over three years (£36,520; £37,280, and £38,160) towards salary costs of two part-time Advisers (one 0.6FTE, another 0.4FTE) and associated running costs of an advice service. The grant is conditional upon receipt of a safeguarding policy in respect of vulnerable adults.

e) **Home-Start Barnet**

**APPROVED** £55,400 (2 x £27,700) over two further and final years for the salary of a p/t (21 hpw) Coordinator and related costs of providing support

services, including money management guidance, to vulnerable families with young children in Barnet.

f) **Paddington Law Centre**

**APPROVED** £107,250 over two further and final years (£53,500; £53,750) towards the salary and on-costs of a part-time Housing Caseworker (2.5dpw), a Welfare Rights Worker (2dpw), and a Project Co-ordinator (1dpw); plus associated running costs.

g) **St Hilda's East**

**APPROVED** £81,600 over two further and final years (£40,200; £41,400) towards the costs of a 4 day a week Project Co-ordinator, 1 dpw Advice Worker, and associated running costs.

h) **Tamil Welfare Association (Newham) UK**

**APPROVED** £68,000 over two further and final years (2 x £34,000) towards the costs of a FT Advice Worker and associated running costs. Release of each year's payments is subject to the receipt of a satisfactory management accounts, until such time that free reserves reach a reasonable level.

i) **Trussell Trust**

**APPROVED** £317,700 over five years (£59,800; £61,600; £63,500; £65,400; £67,400) for a full-time London Area Manager with associated on-costs and expenses to support the capital's foodbanks meet emergency food demands and provide clients with access to help and advice.

j) **Waltham Forest CAB**

**APPROVED** £98,500 over two further and final years (£48, 700; £49,800) towards a full-time Outreach Project Worker's salary and associated project costs.

k) **Action Space London Events**

**APPROVED** £83,000 over two further and final years (£41,000; £42,000) to contribute to the full-time salary of the Co-Director and other operational costs of providing access to participation in the arts for disabled Londoners.

l) **Attend**

**APPROVED** £80,700 over two further and final years (£39,800, £40,900) for a part time (0.5fie) salary of a Friends of Dementia Project Lead and associated project costs to ensure that the 12 established Friends of Dementia units become self-sustaining and embedded in the local community.

m) **Black Prince Trust**

**APPROVED** £276,650 over five years (£52,490; £56,640; £54,840; £54,840; £57,840) towards a full time Physical Activity and Social Isolation Officer (PASIO), sessional staff and associated running costs including a contribution of 23,000 towards evaluation in year 5.

n) **Chinese Community Centre**

**APPROVED** £81,000 over three years (£27,000 x 3) towards the salary costs of a full-time Health and Wellbeing Project Co-ordinator (15hpw), 2x cooks' wages and associated costs of wellbeing activities for older people.

o) **Culpeper Community Garden**

**APPROVED** £101,270 over five years (£17,600; £20,000; £20,600; £21,215; £21,855) towards the salary and on-costs of two P/T Garden Workers and a contribution towards activities and running costs relating to Culpeper's work with vulnerable Islington residents. Release of subsequent years' funding is subject to receipt of satisfactory year-end management accounts.

p) **EcoACTIVE**

**APPROVED** £70,000 over three years (£25,000; £25,000; £20,000) to contribute to the salary costs of the Project Officer for 14 hours per week, Co-ordinator 11 hours per week and associated running costs.

q) **Hackney Council for Voluntary Service**

**APPROVED** £200,000 over five years (5 x £40,000) towards the pt 3dpw salary costs of the VCS Development Manager, pt 2pdw salary costs of the Training Coordinator and contribution to marketing, IT support and subscriptions.

r) **Hackney Council for Voluntary Service**

**APPROVED** £224,000 over five years (£48,000; £41,000; £42,000; £45,000; £48,000) for the costs of launching and running Hackney Giving including the pt 3dpw salary for a Programme Manager; training costs; volunteer expenses and giving events.

s) **Harmony House Dagenham CIC**

**APPROVED** £91,500 over three years (£30,000; £30,500; £31,000) towards the part-time salaries (12 hours per week each) of three Befrienders, funding in each year subject to the receipt of satisfactory management accounts.

t) **Kentish Town City Farm Ltd**

**APPROVED** £82,800 over two further and final years (£41,400 x 2) towards the salary and project costs of a full-time Education Officer. The second year of this

grant is conditional upon receipt of satisfactory management accounts at the end of the first year.

u) **Living Streets (The Pedestrians Association)**

**APPROVED** £135,250 over three further and final years (£44,560, £44,740, £45,950) for the full-time Project Coordinator and running costs for Living Street's work to address barriers to walking for older people in Redbridge, Havering, Barking & Dagenham.

v) **National Youth Theatre of Great Britain (NYT)**

**APPROVED** £100,000 towards the cost of access works at National Youth Theatre of Great Britain.

w) **Noah's Ark Children's Hospice**

**APPROVED** £86,000 over two further and final years (2 x £43,000) for the salary of a p/t (3dpw) Music Therapist plus 2 dpw of a Drama & Movement Therapist, plus related activity costs for work with London children with complex needs and disabilities.

x) **RIDC: Research Institute for Disabled Consumers**

**APPROVED** £100,000 (£34,000, £34,000, £32,000) over three years towards the cost of setting up and running a programme of local consumer research projects evaluating arts, sports, health and well-being projects from the perspective of users with dementia.

y) **Sadler's Wells**

**APPROVED** £267,360 over 5 years (5 x £53,472) towards the salaries of a Community Engagement Manager (10 days per month) a Projects Manager (2 days per month) a Learning and Engagement Assistant (8 days per month), artists fees, venue hire and other associated costs to deliver dance opportunities for older people in north and east London.

z) **The Kensington and Chelsea Foundation**

**APPROVED** £185,000 over five years (£50,000, £45,000, £40,000, £30,000, £20,000) towards the salaries of the Development Manager and Community Engagement Manager.

aa) **Voluntary Action Harrow**

**APPROVED** £158,940 over three (£52,176; £52,570; £54,194) towards costs of employing a full-time Development Co-ordinator to develop the Harrow Giving scheme, associated project and a contribution to core costs, on condition that it is part of the London's Giving network and that it uses the London's Giving metrics for the purposes of monitoring and evaluation.

bb) **Yarrow Housing Ltd**

**APPROVED** £94,000 over two further and final years (£49,000, £45,000) towards the salary of a coordinator and associated costs, venue hire and development of a website with year 2 grant award conditional on sustainable levels of free reserves being held.

cc) **Africa Advocacy Foundation (AAF)**

**APPROVED** £74,280 over two years (£36,920, £37,360) towards a part-time salary (21hrs d/p/w), project costs and overheads of a project to support young women in addressing the psychological impact of female genital mutilation.

dd) **Business Disability Forum**

**APPROVED** £248,000 over five years (£50,000; £50,000; £48,500; £49,500; £50,000) for the salary of a f/t SME Disability Advisor and related project costs to support the SME sector in London to become more inclusive.

ee) **Centre 404**

**APPROVED** £84,800 over two further and final years (2 x £42,400) for the salary of a full-time Older Carers Outreach and Engagement Co-ordinator and associated running costs.

ff) **Grief Encounter**

**APPROVED** £132,800 over 3 years (£43,590, £43,552, £45,658) to cover salary costs of the Clinical Services Manager, DBS checks and clinical training.

gg) **Harrow Association of Disabled People**

**APPROVED** £198,900 (£38,800, £38,900, £39,600, £40,400, £41,200) over five years towards the salary of an Autism Mentoring and Advice Manager and set-up and running costs of the related autism mentoring service. Payment instalments will be dependent upon the receipt of annual management accounts.

hh) **Human Trafficking Foundation**

**APPROVED** £123,000 over two further and final years (£60,500, £62,500) towards the posts of Project Coordinator and Head of Office and associated running costs, with year 2 award conditional on the provision of satisfactory management accounts.

ii) **Jigsaw4u**

**APPROVED** £158,000 over three years (£54,000, £54,000, £50,000) for the salary costs of a Co-ordinator, volunteer training, and a contribution to management and office costs.



jj) **Pan Intercultural Arts Limited**

**APPROVED** £107,000 funding over five years (£28,000, £28,000, £23,000, £18,000, £10,000) to provide a programme of arts-based activities to empower marginalised young migrants and survivors of trafficking to find their voices, rebuild their confidence and help them find pathways to more positive futures.

kk) **Share Community**

**APPROVED** £130,500 over three years (£43,500, £43,500, £43,500) for two PT Job Coaches (14 hpw each) and associated project costs

ll) **Southwark Day Centre for Asylum Seekers**

**APPROVED** £78,200 over 5 years (£17,840; £16,840; £15,840; £14,840, £12,840) as a contribution to core costs (rent).

mm) **Spark Inside**

**APPROVED** £57,500 over two further and final years (£30,000; £27,500) to contribute to the Chief Executive's salary and the core running costs of the Charity.

nn) **The Bike Project**

**APPROVED** £106,800 over three years (£35,600 x 3) towards the salaries of the London Operations Manager (4 dpw) and a Bike Mechanic (2 dpw) London delivery.

oo) **The Food Chain**

**DEFERRED**

pp) **The Mix**

**APPROVED** £90,000 over three years (3 x £30,000) towards the costs of counselling, helpline and live chat services for Londoners delivered by The Mix.

qq) **Volunteer Centre Kensington & Chelsea**

**APPROVED** £93,000 over two years (£46,000, £47,900) for the FT salary of the Resettlement Worker and project running costs for 'Inside Out'.

rr) **Buttle UK**

**APPROVED** a grant of £88,900 as a final year's contribution towards the Anchor Project supporting families in London who have experienced domestic abuse to resettle.

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

a) **Applications Recommended for Rejection**

The Committee considered a report of the CGO outlining a total of 10 grant applications that were recommended for rejection.

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

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

The Committee received a report of the CGO which advised Members of fourteen expenditure items, totalling £100,219, which had been presented for approval under delegated authority to the CGO in consultation with the Chairman and Deputy Chair. In response to a query from a Member, the CGO updated the Committee on the delivery of eco-audits.

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

c) **Withdrawn and Lapsed Applications**

The Committee received a report of the CGO which provided details of eight 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) **Grants Analysis, Trends and Management**

The Committee received a report of the CGO providing an update on progress against the 2019/20 grants budget and summarising those grants awarded and in management.

The Deputy Chair reminded the Committee of the presentation from 360Giving and encouraged Members and officers to think about how City Bridge Trust could use their data and statistics going forward.

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

f) **Report on Learning Visits**

The Committee received a report of the CGO 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 providing Members with an update on the communications work of City Bridge Trust.

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

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

Reflecting on the Court of Common Council's recent consideration of a Sports and Physical Activity Strategy, the Deputy Chair asked officers to what extent City Bridge Trust funded sport organisations, and whether City Bridge Trust should review its involvement in the sector.

The CGO responded that communities benefited from sport and City Bridge Trust took an active role in promoting sport and supporting access to sport. As sport was well-funded in some aspects, City Bridge Trust applied a policy of supporting areas that were not already well-funded, and worked with other funders in the sector such as the London Marathon Trust.

The Committee then discussed the matter and suggested areas to explore, such as basketball, which had high levels of participation and following in London but was not well-funded. The CGO advised that the Trust already supported the delivery of most sports (to particular audiences e.g. disabled or older people) barring those sports where there was significant funding already available from the relevant governing body.

It was noted that officers were proactive with some of the main sports funders to encourage their funding to be more sustainable where possible. A Member suggested that any activity be aligned with the Court of Common Council's strategy once approved, with City Bridge Trust able to help with aspects such as access to sport, whilst another Member advised to also be mindful that it was not the role of the Trust to deliver City of London Corporation strategies.

A Member then advised the Committee that the latest accounts for Bridge House Estates had been published that week, with copies available from the Chamberlain's Department for Members that wished to see them.

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

There was no other business.

12. **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>
13 - 15	3
16 - 17	-

13. **NON-PUBLIC MINUTES**

**RESOLVED** – That the non-public minutes of the meeting held on 25 July 2019 be agreed as an accurate record.

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

The Committee received a report of the CGO.

15. **UPDATE ON ROUND 1 OF THE CORNERSTONE FUND AND A PROPOSED COLLABORATION WITH THE GLA TO INFORM ROUND 2**

The Committee considered a report of the CGO.

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

There were no questions.

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

There was one item of other business.

**The meeting closed at 2.42 pm**

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Chairman

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