

## THE CITY BRIDGE TRUST COMMITTEE

Thursday, 18 April 2013

Minutes of the meeting of The City Bridge Trust Committee held at Guildhall, EC2 on Thursday, 18 April 2013 at 1.45pm

### Present

#### Members:

Deputy Billy Dove (Chairman)  
Deputy Wendy Mead (Deputy Chairman)  
Deputy Ken Ayers (Chief Commoner)  
Ray Catt  
Alderman Alison Gowman  
Deputy Revd Stephen Haines  
Vivienne Littlechild  
Deputy Edward Lord  
Jeremy Mayhew  
Deputy Joyce Nash  
Ian Seaton

#### Officers:

Claire Sherer	- Town Clerk's Department
Steven Reynolds	- Chamberlain's Department
Jenna Rigley	- Chamberlain's Department
Clare Thomas	- Chief Grants Officer, The City Bridge Trust
Jenny Field	- Deputy Chief Grants Officer, The City Bridge Trust
Sandra Davidson	- The City Bridge Trust
Karisia Gichuke	- The City Bridge Trust
Jemma Grieve Combes	- The City Bridge Trust
Martin Hall	- The City Bridge Trust
Rebecca Jacobi	- The City Bridge Trust
Ciaran Rafferty	- The City Bridge Trust
Tim Wilson	- The City Bridge Trust
Susanna Lascelles	- Public Relations Office

#### Also Present:

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

- Heritage Lottery Fund (shadowing the Deputy Chief Grants Officer)
- Markfield Project (Item 7.2, Annex 1)
- British Muslims for Secular Democracy (Item 7.2, Annex 4)
- Muscular Dystrophy Campaign (Item 7.2, Annex 11)
- Stroke Association (Item 7.2, Annex 13)

## Part 1 - Public Agenda

### 1. **APOLOGIES**

No apologies were received.

The Chairman took the opportunity to pay tribute to Deputy Joyce Nash who was not re-standing for election to the City Bridge Trust Committee due to the limit of serving on eight City Corporation Committees at any one time.

Deputy Nash wished all the Committee Members well, particularly the Chairman who was about to enter the final year of his term.

### 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 13 February 2013 be approved as an accurate record.

### 4. **OUTSTANDING ITEMS**

The Committee considered a report of the Town Clerk identifying those items raised at meetings of the Committee that required further action by Officers, noting that:-

- the Chairman had now spoken with the Town Clerk about the process for appointing a successor to the Chief Grants Officer with a view to formalising the Committee's involvement in any future appointments within the terms of reference
- the 2011/12 signed accounts for 'Camden Carers' had now been received.

## **RECEIVED**

### 5. **PROGRESS REPORT AND EVENTS**

The Committee considered the regular Progress Report of the Chief Grants Officer.

## **RECEIVED**

### 6. **GET LONDON WORKING - THE YOUTH OFFER**

The Chief Grants Officer outlined the report on 'Get London Working - The Youth Offer' and informed Members that:-

- the initiative had been very well received due to its flexibility
- all 32 London Boroughs had submitted an application for funding under the scheme. 26 Boroughs were recommended for funding at this meeting with the remaining 6 Boroughs due for consideration at the next meeting.

One Member questioned the way each of these very diverse approaches could be evaluated for success and was advised that the diversity did make it difficult to measure against each other but the evaluation would take account of other programmes such as the 'Work Programme' and the 'ESF Programme'. Also, it was this diverse approach that meant the projects could tackle specific issues rather than applying a 'one-size-fits-all' approach.

**RESOLVED:** That all individual grant recommendations submitted to this meeting under Get London Working – The Youth Offer be approved.

## 7. GRANT APPLICATIONS

### 7.1 Grant Recommendations - Introductory paper

The Committee considered a report of the Chief Grants Officer, introducing the grants programmes.

**RESOLVED:** That the contents of the report be noted.

### 7.2 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 and relevant Officers:

- With regards to the application at Annex 1 (Markfield Project), one Member noted that the lease/rental agreement was currently under negotiation and was advised that these negotiations are nearly complete and were expected to be resolved imminently.
- With regards to the application at Annex 4 (British Muslims for Secular Democracy), a Member acknowledged the excellent aims of the project but noted some concerns as to the deficit in the accounts for the previous year. The Chamberlain advised that in reviewing the organisation's finances there was a projected surplus for the coming year along with strong reserves so this should not overly concern Members.
- With regards to the application at Annex 13 (CREATE London), Members were advised that the Barbican Centre were fully aware of this initiative given their role as a strategic partner.

**RESOLVED:** That the following grants be approved:-

<b><u>Annex Number</u></b>	<b>Organisation (and Borough that Benefits)</b>	<b><u>Grant Approved</u></b>
<b>Category: Accessible London</b>		
1.	Markfield Project (Haringey, Islington & Hackney)	£99,000 over three years (3 x £33,000) towards the staffing and running costs of providing adults with moderate learning disabilities and/or autism with opportunities to participate in accessible arts, leisure and sports activities.
2.	Misgav (Hackney, Haringey & Barnet)	£56,500 over three years (£18,200; £18,900; £19,400) towards the salary of a part-time Activity Coordinator and part-time Finance Officer for a dedicated sports and arts disability project and on the condition that the Trust is not the largest revenue funder in years 2 and 3.
<b>Category: Bridging Communities</b>		
3.	Merton Home Tutoring Service (Merton)	£34,120 over three years (£8,650; £12,490; £12,980) to provide basic English classes for migrants, refugees and other adults unable to reach other classes. The grant is conditional on a satisfactory update of the outturn for 2012-13 and budget for 2013-14.
4.	British Muslims for Secular Democracy (London-wide)	£45,000 over three years (3 x £15,000) towards the Director's salary and other running costs of BMSD, on condition that the Trust is not the charity's single largest funder.
<b>Category: Improving Londoners' Mental Health</b>		
5.	Latin American Women's Aid (London-wide)	£96,500 over three years (£32,500; £32,000; £32,000) for the salary of a p/t (28p/w) family Support outreach Worker and associated costs supporting the mental health needs of children and young people affected by domestic violence.

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| 6. | St. Cuthbert's Centre<br>(Kensington &<br>Chelsea;<br>Hammersmith &<br>Fulham) | £46,500 over three years (£15,000;<br>£15,500; £16,000) towards the salary and<br>related costs of the Deputy Manager. |
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**Category: London's Environment**

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| 7. | Federation of London<br>Youth Clubs (London<br>Youth)<br>(London-wide) | £55,000 for a third and final year's support<br>of the Urban Nature initiative, subject to<br>receipt of a satisfactory final report on the<br>previous grant. The grant will provide for<br>the salary costs of a f/t Project Co-<br>ordinator plus associated support and<br>delivery costs. |
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**Category: Older Londoners**

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| 8. | Age UK Enfield<br>(Enfield)             | £97,500 over three years (£32,000;<br>£32,500; £33,000) towards the salary cost<br>of the part time (20 hpw) Outreach Service<br>Manager and towards the running costs at<br>the Freezywater Active Life Centre.  |
| 9. | Hestia Housing &<br>Support<br>(Ealing) | £50,000 over three years (£19,500;<br>£19,000; £11,500) towards the salaries of<br>a GP Reconnect Co-ordinator (12 hours<br>per week) and a Volunteering<br>Development Manager (3 hours per week)<br>together with on costs; conditional on the<br>charity raising the balance of funding from<br>other sources. |

**Category: Positive Transitions to Independent Living**

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| 10. | Kingston Centre For<br>Independent Living<br>(Kingston)        | £133,000 over three years (£45,000;<br>£43,000; £45,000) for the salary of a full-<br>time support Broker and associated costs.                      |
| 11. | Muscular Dystrophy<br>Campaign<br>(Several London<br>Boroughs) | £42,500 over two years (£21,000;<br>£21,500) towards the salary and project<br>costs of a work-experience programme for<br>young disabled Londoners. |
| 12. | Stroke Association<br>(London-wide)                            | £80,850 over three years (£26,650;<br>£27,300; £26,900) towards the costs of a<br>back-to-work support programme for                                 |

working age stroke survivors in London, subject to confirmation of the balance of funds required being secured from other sources.

**Category: Strengthening the Third Sector**

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| 13. | CREATE London<br>(Several London<br>Boroughs)               | £75,000 towards the volunteering costs of supporting CREATE's involvement in arts activities in Queen Elizabeth Park and other commissions in East London.  |
| 14. | Pilotlight<br>(Hillingdon, Lambeth,<br>Lewisham, Southwark) | £52,000 over two years (2 x £25,500) towards the costs of implementing and evaluating Pilotlight Local in four London boroughs. The grant is subject to receipt of audited and satisfactory 2012 accounts and an update forecast for the current year 2013. |
| 15. | Heart of the City<br>(Several London<br>Boroughs)           | £108,000 over two years (£51,000; £57,000) towards the full-time salary and associated running costs of a Project Manager.  |
| 16. | Forum for Health and<br>Wellbeing<br>(Newham)               | £58,900 over two years (£29,800; £29,100) towards a salary of a part time (18 hpw) Partnership Development Officer and on-costs required to establish Ready to Deliver.   |

**Strategic Initiatives**

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| 17. | City Bridge Trust -<br>Access and<br>Sustainability Advisory<br>Service | £192,900 over three years for an Access and Sustainability Advice Service, to be costed against your budget for Strategic Initiatives 2013/14. |
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**7.3 Grants Recommended for Rejection**

The Committee considered a report of the Chief Grants Officer recommending 29 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.

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

8.1 **Withdrawn and Lapsed Applications**

The Committee received a report of the Chief Grants Officer detailing 11 applications that had been withdrawn.

**RESOLVED:** That the contents of the report be noted.

8.2 **Variations to Grants**

The Committee received a report of the Chief Grants Officer advising Members of variations to 9 grants agreed by the Chief Grants Officer since the last meeting of the Committee.

**RESOLVED:** That the contents of the report be noted.

8.3 **Grants Approved under Delegated Authority**

The Committee received a report of the Chief Grants Officer advising Members of five grants, totalling £99,810, which had been approved under delegated authority since the last meeting of the Committee as follows:

<b>Angel Shed Theatre Company</b>	£24,000 over three years (3 x £8,000) towards the salary of a part time Community Outreach and Inclusive Support Worker (16hrs p.w) and 1 day p.w of the Artistic Director's salary.
<b>Westminster House Youth Club</b>	£18,200 for a third and final year's support towards the salary of a full-time youth worker, subject to receipt of a satisfactory report for year two of the current grant award.
<b>Fanshen</b>	£6,500 towards its performance of Green and Pleasant Land and workshops in 10 primary schools and 4 open spaces in 2013.
<b>Garden Classroom</b>	£25,000 towards the salary and on costs of the Chief Executive to consolidate and deliver an environmental programme in North East London.
<b>Action for Advocacy</b>	£24,000 for one year's support of a part-time post plus associated costs of a project to map and develop BME information, advice and advocacy providers in London.

**RESOLVED:** That the contents of the report be noted.

#### 8.4 Reports on Monitoring Visits

The Committee received a report of the Chief Grants Officer relating to monitoring visits that had been undertaken for:

- Pesticide Action Network UK
- Fine Cell Work

**RESOLVED:** That the contents of the report be noted.

#### 9. EXPANSION OF CITY CAREERS OPEN HOUSE PROGRAMME

Members considered a report on the Expansion of City Careers Open House programme, noting that satisfactory accounts had now been received.

One Member highlighted a similar 'Evening Standard' campaign and was advised that the Public Relations Office was looking at whether this was better as a standalone initiative or if it might be possible to integrate it into that programme.

**RESOLVED:** That a grant of £280,000 be approved for the costs of expanding the City Careers Open House programme subject to a satisfactory financial assessment of the grant recipient by the Chamberlain. The grant is conditional on the Policy & Resources Committee approving this approach and agreeing to an uplift of £280,000 to the City Bridge Trust grants budget for 2013/14, to be met from the revenue surplus in Bridge House Estates.

#### 10. CITY BRIDGE TRUST BUSINESS PLAN 2013-16

The Committee considered the business plan, noting that it would need to review it again when the strategic objectives are published later in the year following the Quinquennial Review.

Members were also keen to understand the meaning of 'Independence' (as per the mission statement at section 1c of the business plan) particularly regarding the Trust's relationship with the City Corporation. It was agreed that this would be explored further at the next Resource Allocations Sub-Committee away-day.

**RESOLVED:** To endorse the business plan, subject to a full review when the revised strategic objectives are published later in the year and the addition of the financial context in reference to a potential fraud.

#### 11. QUESTIONS ON MATTERS RELATING TO THE WORK OF THE COMMITTEE

There were no questions.

#### 12. ANY OTHER BUSINESS THAT THE CHAIRMAN CONSIDERS TO BE URGENT

There was no other business.



13. **EXCLUSION OF THE PUBLIC**

**RESOLVED:** that 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:-

<b>Item Nos.</b>	<b>Exempt Paragraphs</b>
14-15	3
16-17	N/A

**Part 2 - Non-Public Agenda**

14. **NON-PUBLIC MINUTES**

**RESOLVED:** That the non-public minutes of the meeting held on 13 February 2013 be approved as an accurate record.

**MATTERS ARISING:** The Committee were updated on an on-going fraud investigation.

15. **QUINQUENNIAL REVIEW - CONSULTATION FINDINGS**

The Committee considered a report on the Quinquennial review - consultation findings.

**RECEIVED**

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 no other business.

**The meeting ended at 2.40pm**

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Chairman

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