

THE CITY BRIDGE TRUST COMMITTEE

Thursday, 15 May 2014

Minutes of the meeting of The City Bridge Trust Committee held at Guildhall, EC2 on Thursday, 15 May 2014 at 1.45pm

Present

Members:

Deputy Ken Ayers
Deputy Billy Dove
Simon Duckworth
Marianne Fredericks
Stuart Fraser
Alderman Alison Gowman
Deputy the Revd Stephen Haines
Vivienne Littlechild
Edward Lord
Jeremy Mayhew
Wendy Mead
Alderman Matthew Richardson
Ian Seaton

Officers:

Lorraine Brook	-	Town Clerk's Department
Georgina Denis	-	Town Clerk's Department
Philippa Sewell	-	Town Clerk's Department
Steven Reynolds	-	Chamberlain's Department
Laura Yeo	-	Chamberlain's Department
David Farnsworth	-	The City Bridge Trust
Jenny Field	-	The City Bridge Trust
Tim Wilson	-	The City Bridge Trust
Jemma Grieve Combes	-	The City Bridge Trust
Joan Millbank	-	The City Bridge Trust
Julie Mirkin	-	The City Bridge Trust
Stewart Goshawk	-	The City Bridge Trust
Graham Lee	-	The City Bridge Trust
Julie Zhu	-	Public Relations Office

In Attendance:

- FareShare

1. APOLOGIES

Apologies were received from Deputy Stanley Ginsburg and the Rt Hon the Lord Mayor Alderman Fiona Woolf.

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

Ian Seaton declared a non-pecuniary interest in item 13(i) by virtue of his Livery Company supporting St Giles Trust.

3. **ORDER OF THE COURT OF COMMON COUNCIL**

The Committee received an Order of the Court of Common Council of 1 May 2014 appointing the Committee and approving its Terms of Reference.

4. **ELECTION OF CHAIRMAN**

The Committee proceeded to elect a Chairman in accordance with Standing Order No.29. The Town Clerk read a list of Members eligible to stand and Jeremy Mayhew, being the only Member who expressed his willingness to serve, was duly elected as Chairman of the Committee for the ensuing year.

5. **ELECTION OF DEPUTY CHAIRMAN**

The Committee proceeded to elect a Deputy Chairman in accordance with Standing Order No. 30. A list of Members eligible to stand was read, and Simon Duckworth and Alderman Alison Gowman declared their willingness to serve, if elected.

A ballot having been taken, votes were cast as follows:-

Alderman Alison Gowman	8 votes
Simon Duckworth	5 votes

RESOLVED - That Alderman Alison Gowman be duly elected as Deputy Chairman for the ensuing year.

RESOLVED UNANIMOUSLY: That at the Members of the City Bridge Trust Committee express their sincere thanks to:

DEPUTY WILLIAM HARRY DOVE

That at the conclusion of his three year term of office as their Chairman, the Members of this Committee wish to extend to Deputy William Harry Dove, Member of the Most Excellent Order of the British Empire and Justice of the Peace their sincere gratitude for the caring and the warm hearted manner in which he has presided over the business of The City Bridge Trust Committee for the past 3 years.

Over that period, Deputy Dove has led the Committee through the implementation of The City Bridge Trust's Quinquennial Review, the appointment of a new Chief Grants Officer and the continued challenges and pressures on public expenditure, and the impacts for the charitable sector. Under his strong Chairmanship, he has steered the Trust into adopting a new grants programme which supports The City Bridge Trust in its role as London's largest grant-making trust, in a time when capital, resources, and guidance for London's charitable sector is immeasurable.

Deputy Dove's achievements are many and varied and he has discharged his Chairmanship with enthusiasm and vigour. He has considered over 1,300 applications and awarded over £53.2m in grants over the past three years.

Deputy Dove has demonstrated, over the years, a sincere commitment to representing The City Bridge Trust Committee in all manner of public events and activities, with wit and kindness. During his Chairmanship, the Trust has gone from strength to strength, and it has also seen the significant development of the Trust's social investment strategy, and work towards establishing London as a global centre for social investment. Deputy Dove's wisdom, in overseeing the Committee and administering the Trust's criteria with transparency and objectivity, has ensured that organisations, large and small, from across London, and the diverse Londoners they serve, have all been supported by the Trust.

We warmly thank Deputy Dove for his exceptional leadership of the Committee and the continuing success of the Trust. It is the hope of his colleagues that he will continue to serve on the Committee and the City of London Corporation for many years to come and that he will enjoy happy recollections of his service as Chairman and will be proud of the significant contribution that he personally has made to the achievements of the Trust.

6. **MINUTES**

RESOLVED – That the public minutes and non-public summary of the meeting held on 10 April 2014 be agreed as an accurate record, subject to the following clarification:

Grant Applications Statistical Report

"...the City Bridge Trust averaged a 50% success rate of applications received which compared favourably with other Trusts."

Matters Arising

The Chief Grants Officer reported that the underspend from the Trust's 2013/14 grants budget was being carried forward into its grants budget for 2014/15, rather than being a designated reserve and that, as such, no formal report was required.

7. **OUTSTANDING ITEMS**

The Committee received a report of the Town Clerk that identified items which required further action by officers:

Connaught Opera

Members noted that the satisfactory monitoring framework had been received.

Enfield Mental Health Users Group

Members noted that the monitoring report was not due until June 2014.

Paddington Development Trust

Members noted that the satisfactory monitoring framework had been received.

8. **APPOINTMENT TO THE SOCIAL INVESTMENT BOARD**

RESOLVED – That the Chairman sit on the Social Investment Board as a representative of the City Bridge Trust Committee.

9. **PROGRESS REPORT AND EVENTS**

The Committee considered the regular progress report and events update of the Chief Grants Officer.

The Chief Grants Officer drew Members' attention to the presentation of the *Growing Localities* Awards on 9 May 2014, and the partnership with Buttle UK to establish a hardship fund, which had been launched at a seminar at Mansion House on 6 May 2014.

With regard to Social Investment, the Chief Grants Officer highlighted the work being done by Praxis which demonstrated the inter-relationship between grant-funding, social enterprise, and social investment, which would become increasingly important for the organisations the Trust supports.

RESOLVED – That the report be noted.

10. **WEMBLEY NATIONAL STADIUM TRUST UPDATE**

The Committee received a report of the Chief Grants Officer which gave an update on the work of the Wembley National Stadium Trust (WNST). The Principal Grants Officer (who is on secondment to WNST as its Chief Executive) reported that WNST was an independent charitable trust, administered under contract by the City Bridge Trust (CBT), with the latter charging a fee on a full cost recovery basis for the service.

Members noted that this was the first occasion on which CBT has undertaken work with this kind of arrangement, but that the venture had been mutually beneficial, with WNST benefitting from CBT's experience of high-quality grant-making and CBT being able to use systems piloted by WNST to develop its own working methods. WNST's objectives concern the promotion of community sport and assisting those who require help to participate, and Members noted that a clear programme of work had been identified for the future. The current CBT contract for the management and administration of WNST expires in March 2015 and a report would be brought to a future meeting regarding options for engagement beyond this.

Members discussed the need for smaller charities to be linked together in order to reduce overheads, and noted that the City Bridge Trust had previously given funding to the Small Charities Coalition which sought to inform, support and connect such organisations.

RESOLVED – That the report be noted.

11. **GRANT APPLICATIONS STATISTICAL REPORT**

The Committee considered a report of the Chief Grants Officer that summarised applications received and action taken under the 2014/15 grants programmes, including the final application made under the Working With Londoners programme. Members noted that, although a pattern was now

beginning to emerge in the figures, it was too early to draw any conclusions regarding trends.

The Chief Grants Officer reported that the flow of grants was lower than desired; the Trust aimed to ensure a decision was made on each application within four months, but currently this wasn't always possible. Members noted that to address this and process more grant applications, the City Bridge Trust team were looking to increase their capacity.

RESOLVED – That the report be noted and the grant recommendations in the subsequent annexes be considered.

12. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS - WORKING WITH LONDONERS**

12a **Resource for London**

£113,500 over three years (£58,500; £30,000; £25,000) towards the delivery and evaluation of the Enhance project providing affordable office, meeting, and exhibition space and a programme of seminars and training events that encourage collaboration, capacity building and the sharing of good practice between different community and voluntary sector groups.

13. **GRANTS AND STRATEGIC INITIATIVES RECOMMENDATIONS AND ASSESSMENTS - INVESTING IN LONDONERS**

Item 13h (Prison Advice and Care Trust) – In response to Members' queries, Officers reported that this grant was recommended for a 2 year period, as over this time the organisation should demonstrate a significant impact that would bring in funding from statutory agencies.

Members discussed the value of this work, but noted that with few organisations working in this area, the Trust was in danger of being regarded as a core funder. The Deputy Chief Grants Officer confirmed that where an organisation had been in receipt of funding for three years, a break of one year was required before an application for a different purpose could be considered and a break of three years was required if the application was for the same purpose. The Chief Grants Officer added that the Trust's rules regarding duration and quantum would be reviewed, and a report would be provided to the Committee at a future meeting.

Item 13i (Worldwide Volunteering) – Members queried why the amount requested had not been rounded up from the amount recommended and asked for the grant amount to be amended to £105,800 to reflect this.

Item 13j (Local Accountancy Project) – In response to a query from the Chairman, officers reported that a "second tier voluntary sector organisation" was one that did not provide direct services, e.g. a membership organisation. Members queried why the amount requested had not been rounded up from the amount recommended and asked for the grant amount to be amended to £101,000 to reflect this.

Item 13k (Volunteer Centre Hounslow) - In response to a query from the Chairman, officers reported that the organisation had withdrawn 3 previous applications, owing to a period of prolonged uncertainty relating to rent payments, but this did not affect the stability of the application being presented.

13a The New Cross Gate Trust

£63,500 over three years (£22,000; £21,000; £20,500) for the salary costs of a part time (2dpw) qualified ESOL Tutor plus the running costs of a programme of ESOL classes, up to and including level 2.

13b Room to Heal

£120,000 over three years (£40,000; £40,000; £40,000) towards the salary costs of specialist therapeutic and support staff, therapeutic retreats and clinical supervision for therapeutic staff.

13c Contemporary Dance Trust

£55,000 towards the cost of refurbishing the lifts; updating and extending the hearing loop system; and making changes to fixtures and fittings to enhance accessibility for disabled visitors to The Place.

13d Disablement Association Hillingdon (DASH)

£90,000 over three years (£32,500; £29,500; £28,000) towards the salary costs of the full-time Activity Manager and associated project costs of the Activity Programme.

13e Greenwich+Docklands Festivals

£50,000 over two years (£20,000; £30,000) towards the costs of work supporting large-scale outdoor performances in 2014 and 2015, led and created by Deaf and disabled Londoners.

13f Parents and Abducted Children Together (PACT)

£60,000 over two years (2 x £30,000) towards the establishment of an online Child Abduction Hub, to improve the protection of children from abduction in London.

13g FareShare

£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.

13h **Prison Advice and Care Trust**

£142,000 over two years (£67,000; £75,000) for the salary of a f/t Programme Manager; a p/t (2.5dpw) Volunteer Co-ordinator; and the running costs and independent evaluation of the London Women's Resettlement Programme.

13i **Worldwide Volunteering (WWV)**

£105,800 over three years (£37,100; £31,400; £37,300) for the full-time Volunteer Project London salary and running costs. Funding for year 2 and year 3 will be conditional upon the provision of measured evidence of reduced re-offending and improved mental well-being amongst its 'volunteers'.

13j **Local Accountancy Project**

£101,000 over three years (35,400; £32,800; £32,800) for the part-time (28hpw) salary costs of a Business Support Manager and related project running costs.

13k **Volunteer Centre Hounslow**

£141,100 over 3 years (£45,300; £46,300; 49,500) for a full-time Good Practice Officer together with on-costs and project running costs, in order to improve volunteer management in the London Borough of Hounslow.

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

14a **Grants Recommended for Rejection**

The Committee considered a report of the Chief Grants Officer which recommended that 14 grant applications in the Investing in Londoners programme be rejected for the reasons identified in the schedule attached to the report.

Members queried the rejection of the application made by Sported Foundation, and agreed to defer the decision until the next meeting when more information could be provided.

RESOLVED – That:

- (a) The decision regarding Sported Foundation be deferred until the next meeting; and
- (b) the 13 other grant applications detailed in the scheduled attached to the report be rejected.

14b **Grants Approved under Delegated Authority**

The Committee received a report of the Chief Grants Officer which advised Members of 6 expenditure items, totalling £36,150, which had been presented for approval under delegated authority to the Chief Grants Officer in consultation with the Chairman and Deputy Chairman.

Grants

- Aspire - £1,800 for the costs of commissioning an independent Walk and Talk audit and design appraisal, to inform and ensure best practice on access issues.
- Tax Volunteers – £2,850 for one year towards Tax Volunteers for home visits to Londoners aged over 75 years.
- Tricycle Theatre Company - £5,000 for the costs of commissioning an independent design appraisal, to inform and ensure best practice on access issues.

Strategic Initiatives

- Human Trafficking Foundation – £22,500 to fund a feasibility study into establishing a pilot to deliver improved after-care/support for survivors of Modern Day Slavery.

Eco-audits

- St Edward's Church and Development Project – £2,000 (£400 x 5 days) for the provision of an eco-audit.
- St Matthew's Church Surbiton – £2,000 (£400 x 5 days) for the provision of an eco-audit.

14c Withdrawn and Lapsed Applications

The Committee received a report of the Chief Grants Officer which provided details of four applications which had been withdrawn and one which had lapsed.

RESOLVED – That the report be noted.

14d Variations to Grants

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

RESOLVED – That the report be noted.

14e Reports on Monitoring Visits

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

RESOLVED – That the report be received.

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

In response to a question from the Deputy Chairman, officers reported that the website would be updated over the summer months.

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

There were no items of urgent business.

17. **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.

<u>Item No.</u>	<u>Exempt Paragraphs</u>
18 -20	3
21	1,3

18. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 10 April 2014 be approved as a correct record.

19. **STRATEGIC INITIATIVES: BEACON FELLOWSHIP AWARDS**

The Committee received a report of the Chief Grants Officer concerning the Beacon Fellowship Awards 2014/16.

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

There were no questions.

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

There were 3 items of business.

The meeting ended at 3.00pm

Chairman

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