

THE CITY BRIDGE TRUST COMMITTEE

Thursday, 11 May 2017

Minutes of the meeting of The City Bridge Trust Committee held at Guildhall, EC2 on Thursday, 11 May 2017 at 1.45 pm

Present

Members:

Karina Dostalova	Vivienne Littlechild
Simon Duckworth	Deputy Edward Lord
Alderman Alison Gowman	Jeremy Mayhew
Marianne Fredericks	Dhruv Patel
Deputy the Revd Stephen Haines	Ian Seaton
Alderman Alastair King	

Members in Attendance:

Judith Pleasance

Officers:

John Barradell	-	Town Clerk and Chief Executive
Neil Davies	-	Town Clerk's Department
Simon Latham	-	Town Clerk's Department
Philippa Sewell	-	Town Clerk's Department
Kate Smith	-	Town Clerk's Department
Karen Atkinson	-	Chamberlain's Department
Anne Pietsch	-	Comptroller and City Solicitor's Department
David Farnsworth	-	Chief Grants Officer
Sufina Ahmad	-	The City Bridge Trust
Olivia Dix	-	The City Bridge Trust
Jenny Field	-	The City Bridge Trust
Stewart Goshawk	-	Principal Grants Officer
Becky Green	-	The City Bridge Trust
Sandra Jones	-	The City Bridge Trust
Jack Joslin	-	The City Bridge Trust
Julia Mirkin	-	The City Bridge Trust
Kate Moralee	-	The City Bridge Trust
Geraldine Page	-	The City Bridge Trust
Ciaran Rafferty	-	The City Bridge Trust
Shegufta Rahman	-	The City Bridge Trust
Tim Wilson	-	The City Bridge Trust
Kristina Drake	-	Communications Team

In Attendance:

- Joseph Lettieri and Ayse Adil from Parent Abuse and Reconciliation Service

1. **APOLOGIES**

Apologies were received from the Right Hon. the Lord Mayor Alderman Parmley, Chief Commoner Wendy Mead, and Deputy Giles Shilson.

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

The following non-pecuniary declarations were made during the meeting:

- The Chief Grants Officer as a Trustee of the London Emergencies Trust.
- Deputy Edward Lord as a Stonewall Ambassador.
- Ian Seaton, Simon Duckworth and Dhruv Patel by virtue of their Livery Companies supporting or being involved with potential grants discussed during non-public session.

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

The Committee received an Order of the Court of Common Council of 27 April 2017 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 Alderman Alison Gowman, being the only Member who expressed her willingness to serve, was duly elected as Chairman of the Committee for the ensuing year.

The Chairman took the opportunity to thank outgoing Members of the Committee, Alderman Vincent Keaveny Stuart Fraser and Stanley Ginsburg, and welcomed new Members Alderman Alastair King and (in his absence) Deputy Dr Giles Shilson. She welcomed back Jenny Field, Deputy Chief Grants Officer, and thanked outgoing Deputy Chairman Ian Seaton for his year in office.

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 Wendy Mead and Dhruv Patel declared their willingness to serve, if elected.

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

Wendy Mead	1 vote
Dhruv Patel	10 votes

RESOLVED – That Dhruv Patel be duly elected as Deputy Chairman for the ensuing year.

6. **MINUTES**

The Town Clerk tabled amended minutes for items 6 (Employment & Disability Fund) and 7 (Employment and Mental Health).

RESOLVED – That the amended public minutes and non-public summary of the meeting held on 20 March 2017 be agreed as an accurate record.

Matters Arising

Members noted that the reports regarding Support of the LGBT Sector and Lord Mayor's Show 2017 had been postponed from this meeting to the Committee's next meeting in June 2017.

7. APPOINTMENT TO THE SOCIAL INVESTMENT BOARD

Members noted that the composition of the Social Investment Board included the Chairman of the City Bridge Trust Committee (or their nominee) and another Member of the Committee.

RESOLVED – That the Chairman and Deputy Edward Lord be appointed to the Social Investment Board.

8. CBT BUSINESS PLAN AND THE CITY OF LONDON CORPORATION DRAFT CORPORATE PLAN

The Committee considered a report of the Chief Grants Officer which presented the City Bridge Trust (CBT) business plan for approval as well as an early draft of the City of London Corporation Corporate Plan 2018-23, to give Members an opportunity to provide feedback before wider consultation on the plan takes place. The Chairman advised of a number of corrections in both documents regarding the Bridge House Estates Social Investment Fund and the language concerning the Charity, and an updated section on Staffing Information was tabled.

RESOLVED – That the CBT Business Plan for 2017/18 be approved, and the draft Corporate Plan 2018-23 be noted.

9. REPORT OF ACTION TAKEN BETWEEN MEETINGS

The Committee noted the details of one decision taken since the last meeting.

RESOLVED – That the report be noted.

10. PROGRESS REPORT

The Committee received the regular progress report of the Chief Grants Officer and discussed the updates provided.

Finance Update

Members noted that a carry-forward of £4,448,000 to the 2017/18 financial year had been agreed by the Chairman of the Finance and Policy & Resources Committees via urgency procedures in order to agree five-year grant proposals at the May and July 2017 Committee meetings. The Chief Grants Officer advised that, as part of the Trust's 5 year strategic review to inform the 2018-2023 grant spend, consideration was being given as to how the approach to the grants budget might be improved to support the delivery of high impact, longer-term grants better, and a detailed paper for the CBT Committee and Resource Allocation Sub Committee was proposed.

Human Resources Update

The Chief Grants Officer advised that, as an outcome of the Rocket Science review commissioned by the Trust, the Director of City Philanthropy – A Wealth

of Opportunity Cheryl Chapman was working in-house ten days a month. In addition, the Head of Philanthropy Strategy position would be advertised in the next few days. These posts would support the work of this Committee, the City Corporation, and beyond.

Stepping Stones

Members were advised that the fourth round of Stepping Stones closed to first stage applications on 10th May. 50 applications had been received which would be shortlisted next week.

11. **CITY BRIDGE TRUST FUNDING STRATEGY 2018-2023**

The Committee considered a report of the Chief Grants Officer which provided an update of the work completed for the Strategic Review from February 2017, a finalised version of the strategy (called “Bridging Divides”) for approval, and details on proposed next steps in terms of recommending the agreed final strategy to Court in July 2017.

The Chief Grants Officer thanked the Committee for their commitment to developing this Strategy, and to Sufina Ahmad for her work in putting this Strategy together and the level of engagement she had secured throughout the process. He advised that, across the Corporation and its related charities there was approximately £53M a year of charitable giving of which £20M comes through the City Bridge Trust. He confirmed that it was the entire Corporation’s responsibility to ensure that this giving was as effective as it could be. A crucial part of this was being clear in what we want to achieve and being aware of our respective strengths so that we can work together to be more than the sum of our parts. Members noted that this strategy reflected that, and was about the total asset approach rather than capital alone. The Chief Grants Officer was happy that this Strategy aligned with the timing of the City of London Corporation considering its own strategy as it presented an excellent opportunity to build on the work being done to break down silos and co-ordinate all the City Corporation’s efforts.

Head of Strategic Review Sufina Ahmad thanked David for his introduction and thanked the Committee for their continued input and engagement throughout the development of the Strategy, and advised that the details of how this strategy would be implemented will be designed in the next 6-9 months in partnership with Members. Sufina advised that “Bridging Divides” set out a clear strategic direction for the Trust from 2018 to 2023 in terms of its priorities and the kind of funder it will need to be, and was ultimately anchored in and led by its vision and values:

1. **Inclusion and representation** – this challenges us and empowers us to think about how we remove barriers that groups that experience higher levels of deprivation or exclusion face in working with us.
2. **Care for the environment** – this ensures that we continue to encourage environmental education throughout our networks.
3. **Early action** – this allows us to fund at the acute end of need, whilst also continuing to be a strong advocate for creating a society that acts earlier to tackle root causes and invest in potential.

4. **Collaborative working with Londoners, communities and all sectors** – this means that we remain committed to working together with partners from across the voluntary and community sector and the private and statutory sectors, in London and beyond, to support the development of new and existing approaches.
5. **To be adaptive, creative and purposeful**

Bridging Divides had five different priorities with the intention broadly summarised as funding work across a bridge of need and potential, that begins where individuals and communities are ‘surviving’ and ends when they are ‘thriving’. The five funding priorities were summarised as:

1. **Connecting the capital** – funding for activities in geographical communities in London that are important to communities; helps them to (re)build community assets and, in some cases, back projects that could result in positively and dramatically changing the prospects of a community long-term.
2. **Reducing inequalities** – which will seek to tackle inequalities linked to matters such as race, gender, and social mobility.
3. **Positive transitions** – which will aim to empower Londoners experiencing inequalities to make transitions in their lives that are important to them.
4. **Advice and support** – this will aim to offer funding that can act as a safety net for individuals and communities given the ever increasing cost of living in London.
5. **Every voice counts** - This funding priority presents an opportunity to challenge the root causes for the divides that we have identified in this strategy, and considers the ways in which we can make London a city where everyone can thrive.

Members discussed the strategy, debating some of the wording regarding “Reducing Inequalities”, the lack of explicit reference to the LGBT community, and the terms used to describe different groups (i.e. ‘Disabled People’). Officers confirmed that an independent officer had been commissioned to check the strategy and ensure the language used appropriately represented the group it described, and officers confirmed that the omission of specific references to LGBT groups was an error and would be rectified. With regard to “Reducing Inequalities”, Members agreed that the current wording was appropriate and was underpinned by specific and meaningful detail regarding implementation.

RESOLVED – That:

- a) authority be delegated to the Town Clerk in consultation with the Chairman and Deputy Chairman to agree the minor changes as suggested at this meeting and any others that arise to refine the strategy before it is presented to the Court of Common Council in July 2017; and
- b) the updated strategy be circulated to Committee Members electronically before its final submission to the Court of Common Council.

12. **EMPLOYMENT & DISABILITY - BRIDGE TO WORK PROGRAMME**

The Committee received a report regarding the specific projects recommended for funding in the Bridge to Work programme and confirmed the allocation of

the total amount available. Members were informed that an application from Scope was being recommended for funding under the general Investing in Londoners criteria as the organisation wished to work with an extended age range but the organisation, if funded, would play an active part in the wider Bridge to Work framework.

RESOLVED – That:

- a) the allocation of the total £3.3m funds be agreed as outlined in Table 1 (subject to consideration of the individual reports on the selected organisations, which are presented elsewhere in the papers);
- b) the Court of Common Council be recommended to approve any individual grants which are above £500,000; and
- c) the report be noted.

13. GRANTS INDEX AND ASSESSMENT REPORTS

13a **Bridge to Work**

RESOLVED – That:

- a) A recommendation be made to the Court of Common Council to approve a grant of £1,241,568 over four years (£243,716; £562,796; £429,804; £5,252) to the Centre for Mental Health to implement Individual Placement Support (IPS) in two London boroughs; and
- b) An additional £193,432 be set aside for contingency (equivalent to 15.5% of the grant sum) to cover any additional or unforeseen work over the period.

13b **Action for Kids**

APPROVED - £250,000 over five years (5x £50,000) for a full-time Job Coach and a programme of employment brokering, travel-training and work-related learning to support young people with learning disabilities into and in employment. Release of quarterly grant payments will be conditional on satisfactory management accounts until such time as deemed prudent. The grant in years 4 and 5 is subject to the project achieving satisfactory progress in the first three years.

13c **Inclusion London**

RESOLVED – That a recommendation be made to the Court of Common Council to approve a grant of £775,000 over five years (£161,000; £150,000; £151,000; £155,000; £158,000) for a Project Manager; other key staff; and operational costs of the Inclusion London/Action on Disability joint Bridge to Work project. The grant in years 4 and 5 is subject to the project achieving satisfactory progress in the first three years.

13d **Muscular Dystrophy Group of Great Britain and Northern Ireland**

APPROVED - £216,000 over five years (£51,000; £53,000; £55,000; £57,000; £60,000) for the Project Manager (3.5 days per week) and other staff and operational costs of the Bridge to Work project. The grant in years 4 and 5 is subject to the project achieving satisfactory progress in the first three years.

13e **National Autistic Society**

APPROVED - £199,000 over five years (£75,000; £39,000; £29,000; £28,000; £28,000) to develop and establish an online training resource for autistic young

jobseekers in London. The grant in years 4 and 5 are subject to the project achieving satisfactory progress in the first three years.

13f Royal Mencap Society

APPROVED - £350,000 over three years (5 x £70,000) for an Employment Co-ordinator, an Employer Engagement Co-ordinator (both full-time) plus running costs to deliver the Bridge to Work project in London. The grant in years 4 and 5 is subject to the project achieving satisfactory progress in the first three years.

13g Whizz-Kids

APPROVED - £384,000 over 5 years (£49,000; £52,000; £91,000; £96,000; £96,000) for the salary and operational costs of the Bridge to Work project. The grant in years 4 and 5 is subject to the project achieving satisfactory progress in the first three years.

13h ShareAction

APPROVED - £80,000 over two years (£39,500; 40,500) to meet the cost of a full-time Education Officer with project running costs within its Education for the Capital in Environment and Finance initiative.

13i Evolve Housing + Support

APPROVED - £55,000 for a third and final year for a full-time Wellbeing Manager plus running costs to deliver mental health support services for homeless people living at Evolve Housing + Support units.

13j Terrence Higgins Trust

APPROVED - £106,400 over 2 final years (£52,350; £54,050) for a full-time Specialist Young People's Counsellor and the associated operating costs of a young people's therapy service project in London.

13k Heart n Soul

APPROVED - £90,000 over 3 years (3 x £30,000) towards the Expandable project, including the Project Assistant (2.5 days per week) and associated project costs.

13l Royal Hospital for Neuro-disability

APPROVED - £119,000 over three years (£45,000; £39,000; £35,000) towards the costs of providing regular sports activities to people living with severe neurological disabilities.

13m Scope

APPROVED - £250,000 over three years (£100,000; £80,000; £70,000) for the salary costs and related operational costs of the Starting Line and Kickstart programmes in east London, subject to Scope's ongoing engagement in the Trust's Bridge to Work initiative.

13n Toucan Employment

APPROVED - £114,750 over three years (£38,500; £37,750; £38,500) for the Salary of a Full Time (35 hours per week) Workstart Project Worker and associated running costs.

13o Volunteering Matters

APPROVED - £135,000 over three years (3 x £45,000) for the salary, project delivery and support costs of an Inclusion Worker engaging young disabled people in volunteering.

13p Her Centre Limited

APPROVED - £173,800 over three years (£57,500, £57,800, £58,500) for the Follow Up Support project, including one full-time equivalent Follow Up Support Worker.

13q Parent Abuse and Reconciliation Service

APPROVED - £108,200 over three years (£37,100, £35,100, £38,000) for the salary of a full-time Under 10's Children DART Project Manager and associated project costs, conditional on confirmation of securing new premises in Enfield Town.

13r Children England

APPROVED - £116,000 over two years (£57,500; £58,500) for a full-time Research and Learning Officer and a part-time Network Membership Officer, web developments, workshops and the production of research reports for the 4in10 programme in London.

13s Islington Bangladesh Association

APPROVED - £51,000 over three years (£16,800; £17,000; £17,200) for the part-time salary (21 hours per week) of the Welfare Rights and Debt Adviser and associated project costs.

13t Community Southwark

APPROVED - £100,000 over two years (£50,000; £50,000) for the salary of a full-time (35 hours per week) Outcomes Framework Development Officer and associated running costs to deliver a monitoring and evaluation programme in Southwark and Waltham Forest.

13u One Westminster

APPROVED - £130,000 over three years (£44,500; £42,500; £43,000) towards a 0.6 full-time equivalent post, associated running costs with costs for workshops and outreach support. This is subject to the submission of satisfactory quarterly management accounts, including the cash balance held.

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

14a Applications Recommended for Rejection

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

RESOLVED – That sixteen grant applications detailed in the schedule 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 twenty nine expenditure items, twenty six in 2016/17 financial year totalling £915,500 and three in 2017/18 financial year 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.

A Member pointed out that the delegations included a grant to Children England, who was also a recipient of a larger grant earlier in papers (item 13R). Officers confirmed that these were entirely different projects, with the delegation falling under the Way Ahead programme, but undertook to highlight instances like this more clearly in future agendas.

RESOLVED – That the report be noted.

14c Withdrawn and Lapsed Applications

The Committee received a report of the Chief Grants Officer which provided details of twenty applications which had been withdrawn or had lapsed.

RESOLVED – That the report be noted.

14d Variations to Grants Awarded

The Committee received a report of the Chief Grants Officer which advised Members of a variation to one grant agreed by the Chief Grants Officer since the last meeting.

RESOLVED – That the report be noted.

14e Wembley National Stadium Trust

The Committee received the annual update on the work of the Wembley National Stadium Trust (WNST), which was run under contract by City Bridge Trust. The two charitable trusts worked independently but together, using shared experiences and resources to inform and improve the work of both.

RESOLVED – That the report be noted.

14f The City Bridge Trust Communications

The Committee received an update on the communications work of the City Bridge Trust and thanked officers for their continued hard work.

RESOLVED – That the report be noted.

14g Report on Learning Visits

The Committee received a report of the Chief Grants Officer about two visits that had taken place.

RESOLVED – That the report be received.

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

There were no questions.

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

There was no other 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.

Item No.	Exempt Paragraphs
18 - 19	3
20 – 21	-

18. **NON-PUBLIC MINUTES**

RESOLVED – That the non-public minutes of the meeting held on 20 March 2017 be agreed as an accurate record.

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

The Committee received a report of the Chief Grants Officer outlining the pipeline for strategic grants.

RESOLVED – That the report be noted.

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 was no other business.

The meeting ended at 3.15 pm

Chairman

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