

THE CITY BRIDGE TRUST COMMITTEE

Wednesday, 20 September 2017

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

Present

Members:

Alderman Alison Gowman (Chairman)	Deputy Edward Lord
Dhruv Patel (Deputy Chairman)	Jeremy Mayhew
Karina Dostalova	Wendy Mead (Chief Commoner)
Marianne Fredericks	Paul Martinelli
Alderman Alastair King	Ian Seaton
Vivienne Littlechild	Deputy Dr Giles Shilson

Officers:

Karen Atkinson	-	Chamberlain's Department
David Farnsworth	-	Chief Grants Officer
Sufina Ahmad	-	The City Bridge Trust
Sandra Davidson	-	The City Bridge Trust
Jenny Field	-	The City Bridge Trust
Martin Hall	-	The City Bridge Trust
Jack Joslin	-	The City Bridge Trust
Kate Moralee	-	The City Bridge Trust
Scott Nixon	-	Town Clerk's Department
Ciaran Rafferty	-	The City Bridge Trust
Shegufta Rahman	-	The City Bridge Trust
Tim Wilson	-	The City Bridge Trust
Kristina Drake	-	Communications Team
Lily Brandhorst	-	Grants Administrator
Nadia Large	-	Business Administration Apprentice

Also present:

Wendy Adams and Rachel Holmes – Stop the Traffik
Dr Jay Stewart – Gendered Intelligence
Hazel Flower and Jocelyn Hillman – Working Chance
Megan Cannons – L&Q Foundation.
And representatives from LawWorks and the Small Charities Coalition.

1. **LAND AID**

The Committee welcomed Caroline Fraser and Marne Beukes-Collins representatives from Land Aid, the Property Industry Charity, to the meeting.

The Committee was advised that the work of the charity was to provide safe, suitable and affordable accommodation to bring young people out of the cycle of homelessness and give them a positive future.

The Charity awarded grants to exceptional small-medium sized charities working with young people who were at risk of becoming homeless, were currently homeless, or had experienced homelessness in the past, and mainly funded capital projects which provided much-needed homes for vulnerable young people.

Work also involved brokering free property expertise to charities working with disadvantaged young people and matching skilled property professionals from a network of partner companies with charities in need of advice on their buildings.

The Chairman thanked both representatives for the presentation.

2. **APOLOGIES**

Apologies were received from the Right Hon. the Lord Mayor Alderman Andrew Parmley, Simon Duckworth and Deputy Stephen Haines.

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

The following non-pecuniary declarations were made:

Trust for London – Alderman Alison Gowman, Deputy Edward Lord

LawWorks – Alderman Gowman

Gendered Intelligence - Karina Dostalova

Deputy Edward Lord declared a pecuniary interest in an application from Gendered Intelligence and advised that he would leave the meeting during consideration of the item.

4. **MINUTES**

RESOLVED – That the public minutes of the meeting held on 27 July 2017 be agreed as an accurate record.

In response to a question concerning the Disability Sports Coach application, the Chairman advised that it had been approved under delegated powers and therefore the Committee should have been advised of the action taken as a report to this meeting.

5. **OUTSTANDING ACTIONS**

RESOLVED – That the Outstanding Actions update be noted.

6. **PROGRESS REPORT**

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

Development of the Strategic Review Implementation Delivery Plan

The CGO reported that a cross-team staff group had been established in order to develop the delivery plan for the Strategic Review 2018-2023, Bridging Divides and overseeing its implementation. Regular updates would be provided to the Committee.

In addition, a cross departmental 'task and finish' group would be established to consider how the City of London Corporation could be the most effective trustee of Bridge House Estates, and to consider the ways in which its assets could be used to support CBT to implement its next strategy.

The Divide event at The Charterhouse

The Committee was advised that on the 24th July 2017 a joint event with Trust for London was held at The Charterhouse (a recently refurbished historic building in the City for which The CBT had provided funding towards disability access works).

The event was an opportunity for both the Trust and Trust for London to thank those that had been involved in their respective Strategic Reviews and introduce their Funding Strategies for the next five years.

Stepping Stones Fund

The CGO reported that representatives from City Bridge Trust and UBS had met on 8 September to review funding proposals for the fourth round of the Stepping Stones Fund.

The programme was a social investment readiness scheme designed to encourage more of London's charities and social enterprises to examine how repayable finance might support their work.

Bridge to Work – official launch

The CGO was pleased to confirm that a date had been set for an event to mark the official launch of the £3.3m *Bridge to Work* programme – supporting disabled young Londoners into and in employment.

The launch would be held on Thursday 19 October between 12 noon and 1.30pm and thanks to the consultant project manager, James Lee, we have been given permission to hold the event in the State Rooms of The Speaker's House in Westminster and The Speaker was expected to be present for part of the event.

London Emergencies Trust (LET)

LET continued to operate for the Grenfell Tower disaster on the basis of up to 100 deceased and so far from the £4.8m they had received for distribution £2m had been paid out with the remainder earmarked for payment to cases they expected to emerge over the next weeks and months.

Trusts and Foundations update (GOLD Command).

Grenfell GOLD Command had been working closely with the Royal Borough of Kensington and Chelsea over the past few months to agree which services would transition back to the local authority for on-going management. The work strand that coordinated the work of the various trusts and foundations would continue to be overseen by the Chief Grants Officer until 2018 to ensure consistency of approach and to ensure that the necessary expertise and experience was in place.

Members' away day

Members were reminded that the CBT Committee Members' half day away (morning) would be taking place on 31 October 2017 and would focus on the implementation of the 'Bridging Divides' strategy, the agenda for which would be issued closer to the time.

Central Grants Programme (CGP)

The CGO advised that in order to increase the strategic impact of grant-making across the City of London Corporation, and ensure that the grants were managed more efficiently and effectively, the CGP had been set up to manage all grant applications, monitoring and evaluation processes and Committee reporting procedures.

Human Resources

Members received the current CBT staff organogram and noted the following:

- Hannah Davey, Social Investment Fund Associate was now in post
- Lily Brandhorst, Grants Administrator, was now in post
- Nadia Large, the CBT Apprentice was now in post.
- Fiona Rawes, The Head of Philanthropy Strategy would be in post as of mid October 2017.

7. BRIDGE HOUSE ESTATES - DESIGNATION OF FUNDS

This Committee received a report of the CGO and The Chamberlain recommending that the City Corporation, consistent with its trustee duties to be transparent in the effective management of the charity's funds, formally established a further designated fund out of the unrestricted funds of the charity from the income surplus to that required for the maintenance and support of the five bridges.

RESOLVED to:

- a) Recommend to the Court of Common Council that a designated fund be established for Bridge House Estates (1035628) out of the charity's unrestricted funds and from the income surplus to that required to maintain and support the bridges for the purposes of the five-year 'Bridging Divides' grants programme 2018-2023; and
- b) Delegate authority to the Chamberlain in consultation with Chairman and Deputy Chairman of the City Bridge Trust Committee, to agree the amounts to be held within this designated fund.

8. **GRANT APPLICATIONS STATISTICAL REPORT**

The Committee received a summary of applications received and action taken under the grants programmes this financial year, including those recommended for decision to this meeting.

RESOLVED – That the report be noted.

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

a) **London Hub**

AGREED a grant of £350,000 to secure the first year of operation of the London Hub, to be costed from the Anniversary Programme for infrastructure support. The grant to be conditional on Greater London Volunteering's new governing document being in place.

b) **Strategic Initiative - Trust for London, Citizenship and Integration Initiative**

The Deputy Chairman took the chair for the consideration of this item as the Chairman had a personal interest.

AGREED a grant of £100,000 (payable over 15 months) to Trust for London towards the overall costs of the Citizenship and Integration Initiative. As the longer term impact and outcomes framework has not been finalised, release of the third quarterly payment is contingent on receiving and agreeing this framework.

c) **Strategic Initiative - London Emergencies Trust**

AGREED a grant of £50,000 towards the running costs of London Emergencies Trust between September 2017 and March 2018, and the continued secondment of one 0.8 FTE CBT staff member to London Emergencies Trust, possibly until 31st March 2018.

d) **Chelsea Physic Garden Company**

APPROVED £86,300 over three years (£20,400; £32,600; £33,300) towards the salary and oncosts of a full time Education and Outreach Officer.

e) **Gendered Intelligence CIC**

APPROVED £125,100 over three years (£41,600, £41,700, £41,800) for the FT salary of the Volunteering Project Coordinator and associated project costs.

f) **National Society for the prevention of Cruelty to Children**

APPROVED £270,000 over 3 further and final years (3 x £90,000) towards the salary costs of two Protect and Respect Case Workers, for Croydon and East London respectively.

g) **Stop the Traffik**

APPROVED £98,400 over three years (£32,200, £32,800, £33,400) for the FT salary of the Modern Slavery Network and Community Engagement Coordinator in London.

h) **Marylebone Bangladesh Society Ltd**

APPROVED £66,000 over two years (2 x £33,000) for the salary costs of an Older People's Project Development Worker (28hwpw) and associated project costs for an Older People's Health and Well-being Project. Release of the grant in year 2 is subject to review of cashflow.

i) **FoodCycle**

APPROVED £87,000 over two further and final years (£43,000; £44,000) for the salary of a f/t London Projects Manager and volunteer training costs.

j) **Island Advice Centre**

APPROVED £148,000 over 3 years (£48,600, £49,400 £50,000) for a f/t Welfare Benefits Case Worker, associated costs and costs for training and supporting volunteers

k) **Legal Advice Centre**

APPROVED £132,900 over three years (3 x £44,300) towards a full-time (35hwpw) Volunteer Coordinator and Caseworker to oversee the expansion of the Advocacy programme.

l) **Sangam Association of Asian Women**

APPROVED £182,800 (£61,200, £59,800, £61,800) for a f/t Debt Advice case worker, training delivery and recruitment and support of volunteers.

m) **Working Chance**

APPROVED £117,000 over three years (£35,000, £40,500, £41,500) for one FT Recruitment Coach and associated project costs for work with Londoners

n) **LawWorks**

The Deputy Chairman took the chair for the consideration of this item as the Chairman had a personal interest.

APPROVED £162,700 over three years (£53,000; £54,200; £55,500) towards the salaries of the Head of NfPP (0.5FTE); NfPP Caseworker (0.5FTE); Head of Programmes (0.1FTE); and associated running costs.

o) **Ethical Property Foundation**

APPROVED £150,000 (£60,000; £50,000; £40,000) over three years towards core salaries and running costs to continue to provide a property advice service to benefit London's voluntary and community organisations.

p) **London Legal Support Trust**

APPROVED £300,000 over two years (2 x £150,000) towards core salary and other costs to support the provision of Centres of Excellence in Greater London.

q) **Project Oracle Evidence Hub**

APPROVED £90,000 over three years (3 x £30,000) towards the costs of Project Oracle's work to improve the quality and quantity of evidence in the children and youth sector in London.

r) **Small Charities Coalition**

APPROVED £100,000 over two years (2 x £50,000) for the delivery of the Building Resilience programme by Small Charities Coalition in London.

s) **Age UK Ealing**

APPROVED - £90,000 over 2 years (£45,000, £45,000) contributing to 3 p/t posts of Neighbourly Connector (14 hpw in year 1, 28 hpw in year 2);

Telephone Support Coordinator (7 hpw); and Volunteer Coordinator (7 hpw in year 1 only) and associated costs of the Connector service.

10. SUPPORT FOR YOUNG PEOPLE POST GRENFELL

The Committee received a report of the CGO requesting an extension of support for young people and families in the Grenfell Tower area.

Members expressed concern that some media reports stated that donated money was still not getting through to those in most need, and in response to a question the CGO confirmed that some of the funds raised would be held back for when families were rehoused and also to provide counselling.

The Chairman advised that delegated approval could be given for an additional 25k to that requested in the report, if necessary.

RESOLVED – To agree to earmark up to £125,000 from your Investing in Londoners grants budget to enable the Trust to join in a consortium of funders providing grants to local organisations to provide year-round out-of-school activities and support to young people and their families in the Grenfell/North Kensington area.

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

a) Grants Recommended for Rejection

The Committee received a report detailing a total of 11 grant applications for rejection.

On one of the applications a Member requested that officers speak to the organisation concerned to offer guidance on how the Trust may assist them in the future.

b) Grants Approved under Delegated Authority

The Committee received a report of the Chief Grants Officer which advised Members of 26 expenditure items, totalling £257,629, which had been presented for approval under delegated authority to the Chief Grants Officer in consultation with the Chairman and Deputy Chairman.

c) Withdrawn and Lapsed Applications

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

RESOLVED – That the report be noted.

d) Variations to Grants

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

RESOLVED – That the report be noted.

e) **Events Attended**

The Committee received a report of the Chief Grants Officer updating on the Communications work of the CBT.

RESOLVED – That the report be noted.

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

There were no questions.

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

There was no other business.

14. **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 - 20	3
21 – 22	-

15. **NON-PUBLIC MINUTES**

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

16. **BRIDGE TO WORK BURSARY SCHEME**

The Committee received a report updating on the plans being put in place to implement the bursary scheme element of the *Bridge to Work* programme – aiming to support disabled young Londoners into and in employment.

RESOLVED – That the report be noted.

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

The Committee received a report of the CGO outlined the pipeline for strategic grants.

RESOLVED – That the report be noted.

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

There were no questions.

19. **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 closed at 3.25 pm

Chairman

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