

City Funds Minutes

Time and Place: 1400-1600, Thursday 11th July 2019, 2P15, City Hall, BS1 5TR

Present: Sandra Meadows, Ed Rowberry, Andy Street (Chair), Sue Turner, Ian Barrett (part of the time), Ololade Adesanya, Peter Morris,

Attending: Stephen Le Fanu

Apologies: Taylor Meagher, Nishan Canagarajah, Kevin Slocombe

1. Point of note

It was noted that the meeting was not quorate as there was no representation from the Mayor's Office. It was decided that recommendations would be made by the Board in principle and to be agreed with the Mayor's Office at a later date. A representative from BBRC, from Quartet and the Chair will meet with Kevin Slocombe separately to discuss the recommendations.

2. Apologies – Noted above

3. New declarations of interest – None

4. Minutes of previous meeting and action log

Minutes agreed.

Actions:

- Action: Taylor to write an email to go out to all stakeholders and get approval from Andy before sending. **Remove**
- Action: Kevin and Taylor to get approval from Legal re the Privacy Policy. **Ongoing, awaiting Taylor's input.**
- Action: Taylor to arrange a meeting with the 4 FPG Chairs and Andy to link up work streams. **Ongoing, Andy will email out to the FPG chairs to set up a catch-up meeting over a breakfast or lunch.**
- Action: Every quarter bring some of the grant decisions back to the Board so they can sample what has been agreed and ensure they fit the City Funds ethos. **Complete - grant decisions to be noted as a Board agenda item quarterly.**
- Action: Recurring Board agenda item to review the FPG's. **Complete - to be a standing item to each Board meeting.**
- Action: Kevin to flag the potential port funding with lawyers and feedback to Ryan/Ed. **Ongoing**
- Action: Taylor to find out who can speak on behalf of BCC for City Funds investment at City Gathering. **Complete**

- Action: Sue and Ryan delegated responsibility for vision and mission rewording. To get approval from Board. **Ongoing**
- Action: We still need to agree the comms message for City Gathering. Andy, Ed, Kevin need to agree a script and brief the funder representatives. **Complete**
- Action: Ryan to link with James B regarding comms for BSC. **Complete**
- Action: Claire to add an additional section (5b) on the FPG roles and responsibilities paper. Sue will feed in any grant related comments. **Ongoing**
- Action: Taylor to circulate the business engagement minutes with the Board minutes. **Complete**

5. City Gathering recap

Feedback from the event itself, and for the City Funds presentation, was positive. There was a huge amount of content shared and it was considered fast paced. There was discussion as to whether there was actually so much content at the City Gathering that City Funds was just one of a number of items and its full impact was not entirely felt. The overall view was that the timing of the City Funds slot was appropriate.

Email correspondence from Stephen (BSC) and Vidhya (Power to Change) was also positive.

Questions were asked to the panellists, but it was noted that these were actually questions for the City Funds Board. These could be adapted into a FAQ section for the City Funds website.

Action: Ed to retrieve these questions from the event and share with the Board.

The question was raised over whether the City Gathering was the official launch of City Funds. The Chair noted that this was not the case, but was an announcement that the investment funds have been secured.

The question was asked if there would be a separate City Funds launch and it was agreed that this would be a good idea, later on in 2019 when a number of projects are close to being funded. Bristol's giving day is on the 9th October, which may be worth collaborating with.

6. Local Access Programme update

Ed, Di Robinson and David Whittaker visited the Access Foundation to pitch to the Local Access Advisory Board for City Funds to be a recipient of funds from the Local Access Programme. £33m will be allocated in total from this programme.

A £10,000 grant is available for cities to create the partnership for a bid. This has to be spent by October 2019. A further £100,000 is available to develop this partnership, for the final three places bidding for the funding.

A proportion of the money will be coming from Big Society Capital, and we should assume that Bristol is not likely to be eligible for this given receipt of capital for City Funds.

It is likely that Bristol's bid will be in direct competition with Manchester. It is possible that there would be a joint award, where both Manchester and Bristol are recipients, and Bristol shares learning from City Funds and the City Office.

Sado Jirde, Sandra Meadows and Di Robinson have met to better decide what was being asked for from Local Access. It is understood that an application will have to be made from a partnership of organisations. They will be meeting again to discuss the partnership model further.

If successful, a portion of the money should be used for working with organisations on investment readiness and to support the pipeline of projects. The focus needs to remain on what Local Access wants to be delivered. Ronnie Brown (Quartet) will be available for providing evidence if required.

There was the perception that Bristol is more advanced than other places in terms of place-based investment. It is not known whether this would be a positive or a negative factor for the application.

7. Place based giving

Sue introduced the PBGS paper, which is an ongoing piece of work. The Place Based Giving agenda is not solely tied to City Funds and there are other options for bringing the PBGS agenda forward if it was not deemed to be appropriate to link with City Funds.

Agreement that the PBSC should sit alongside City Funds.

Much of the focus of this PBGS agenda is to allow communities to become resilient and self-sufficient in terms of finance, although this would not be the case for every recipient organisation.

Sue talked through the example of Just Start fitness – an organisation who work with children from disadvantaged backgrounds in the BS8 area.

The Holiday Hunger appeal was a useful showcase for how the city would respond to a similar appeal. There has been a significant response and several businesses recognised that they have a role to play in longer-term funding, as opposed to annual appeals. Offering *pro bono* support could be an important first step for companies providing funding longer-term.

It was noted that Business in the Community (BITC)'s focus is on businesses providing time *pro bono*, not on fundraising. City Funds fundraising should include several options to donate in ways other than cash, such as providing time or services *pro bono*.

Recital C in the Collaboration Agreement contains the wording “As a pilot City Funds has a target to raise significant funding to invest into areas of need, as identified by the City Plan”. It was noted that the word ‘invests’ does not accurately include the non-repayable grant aspect of City Funds, including PBGS.

Action: Ed and Sue will amend Recital C in the Collaboration Agreement to include grant funding, including an example e.g. PBGS.

Addendum: Mayor’s Office agrees with Place Based Giving discussion. Some grants may be used for purposes of moving organisations away from grant dependence, but may not result in social investment being applied. Resilience is from other areas e.g. diversification of revenues.

Agreement that all FPGs would be interested in receiving support to develop future fundraising campaigns and that fundraising campaigns should focus on specific FPGs.

There should be a ‘menu’ of choices for organisations to choose areas of priority to donate to. The choices would be based around the Funding Priority areas. This will allow certain businesses to give to areas where they wish to have impact, e.g. within environmental sustainability.

It was suggested that choice could be given in a system similar to the supermarket token system. This approach is likely to increase levels of giving and perhaps open new fundraising doors as well.

Agreed that fundraising campaigns can run concurrently. However, a ‘spotlight’ might be shone on certain campaigns at certain times.

Action: Ryan to share comms messaging with Sue so she can create and bring a grants policy clarifying the use of City Funds grants to the next Board meeting.

Action: Taylor to communicate the grants policy to the FPG Chairs.

A useful report on Place based Giving in Islington called ‘London Funders’ was recommended.

Action: Sue to share London Funders report

Action: Sue to invite James Moon from CAF, who is currently working with Quartet, to Bristol to meet with other members of the Board to share learning about corporate fundraising. James Durie and Rick Sturge to also be invited so that they may advise on how this fits members of their organisations.

It was noted that the cost of running the fundraising campaigns was significant at £70,000.

Agreement was given that permanent fundraising teams should be established.

A previous idea was for a joint role to be funded between Feeding Bristol and No Child Goes Hungry. However, this would exclude other FPGs. A supportive philanthropist/corporate is needed, ideally to cover much of this cost.

Quartet can commence some of this fundraising work but possibly just with one member of staff. Longer-term funding is still needed.

It was noted that some of the costs in the PBGS budget could be met through *pro bono* contributions and this should be reflected in the budget.

Action: Sue to discuss with CAF ideas around who might find the fundraising budget.

Action: Sue to alter the costs profile to separate into *pro bono* contributions and cash contributions. To also include a budget for a minimum staffing level needed.

Action: Sue and Ryan to ensure that the City Funds comms strategy is up to date with this discussion.

8. GDPR and sharing data

The policy is approved in principle, pending information from Taylor on the cookie policy, and ensuring that the BCC legal team is happy with the agreement.

9. Update and business engagement

A meeting was held on the 25th June, which was hosted by Ed, Andy and Rick Sturge, in the Burges Salmon building. A range of businesses were present, spanning a range of sectors.

BITC's primary interest is in the provision of *pro bono* contributions from businesses. This could include a range of skills, but project management is particularly needed by community groups. This is also a good way of bringing in further *pro bono* resources.

The feedback from the event was positive, with the businesses engaged and looking for opportunities to give. Andy is following up with an email and Peter and Andy will run a conference call with the businesses who were present.

10. AOB

The Environmental Transformation FPG has been very process driven until now and has felt that it has mainly been signing off on important documents. It is important that the FPG has the opportunity to have a discussion about what the FPG wants to achieve. The July FPG has been cancelled, so this discussion will be had in September.

11. Future Meeting Dates and actions

- **New action: List of actions to be removed from the end of minutes in future, as repeated.**

- **New Action: Page numbers to be added to future minutes.**

The next Board meetings are due to be held on the 8th August and 12th September. There are several members who cannot make one or both of these dates. The August Board will be cancelled. However, Ed will continue to hold the time in August in case anything needs to be discussed. Andy is not available on the 12th September and so other date options will be explored.

Action: Taylor to investigate Board availability on dates either side of the 12th September, to investigate alternative dates that might be suitable for a Board meeting.