

City Funds Minutes

Time and Place: Friday 6 March, 2-4pm, 2P15, City Hall, BS1 5TR

Present: Ololade Adesanya, Sandra Meadows, Peter Morris, Ed Rowberry, Kevin Slocombe, Andy Street (Chair), Sue Turner

Attending: Laura Martin, Ryan Munn, Jari Moate, Sacha Korsec

Apologies: Ian Barrett, Anna Dent

1. Apologies [Andy]

- Andy welcomed everyone to the meeting and noted the apologies and late attendance received

2. New Declarations of interest [Andy]

- There were no new declarations of interest

3. Minutes of previous meeting and action log [Andy]

- The Board agreed they were happy with the previous minutes with one amendment to the declaration of interest (Peter)
- Previous actions discussed and Action Log updated accordingly

ACTION 1: Laura to amend previous minutes

ACTION 2: Laura and Andy to meet to review meeting minutes for publishing on the website

ACTION 3: Laura to remove completed actions from the action log and amend Action log colour codes

4. Board Member Interview Update [Andy]

- 6 candidates in total were interviewed. Andy circulated the score chart prior to the meeting.
- REDACTED had the highest score, REDACTED and REDACTED also had high scores and REDACTED was considered a good option to join an FPG
- Andy asked the board if all 3 should be considered to join
- The majority agreed, but stated this should be after the structural review had been completed.

5. Update and review of FPGs [FPG Chairs]

Ian - Environmental Transformation

- Ian sent his apologies for this meeting and notified the Board of his resignation as FPG chair. Andy is currently looking for a replacement chair.

Lucy - Economic Inclusion

- Lucy provided an update in Anna's absence, on the work completed for the FPG's to feed into the decision making process of the IAC.
- The next meeting is scheduled for 26 March, where the Happy City metrics will be reviewed

Sandra – Community Initiatives

- Sandra was late attending the meeting, this item was not discussed

Sue – No Child Goes Hungry

- The next meeting is scheduled for 16 March, where the £50,000 grant will be reviewed
- Andy / Sally (Hogg) will keep in touch with unsuccessful applicants and encourage collaboration, and where appropriate follow-up meetings to be held
- Quartet will be discussing the £40,000 fundraising deficit and may ask BCC to pay half. Quartet is comfortable with the KPI's and the visibility of targets going forward.

6. IAC Update [Jari]

- The next meeting is scheduled for 10 March and there are 3 cases to review. One is a return amended case for approval and the other two cases are at the initial review and gathering information stage
- The cases fit into economic inclusion and environmental transformation, and one is health and wellbeing, which fits within community initiatives
- Jari briefly explained the IAC process and noted that organisations come to him on a commercial in confidence basis, and he has a duty for to follow customer care protocol and FCA guidelines. Lucy is awaiting feedback from FPG Chairs on Happy City questions, which will help inform the IAC review process

7. Local Access Programme update [Ed]

- There are 3 partners who have received a letter of support from Marvin for a collaborative bid
- There is £90,000 for enterprise development across Bristol, over a 10-15 year period. The total grant is £1.85 million – this will be blended finance.

8. Update on other funding sources (grant / investment) [Ed / Sue / Sacha]

- Ed discussed the key items following December's workshop
 - 1) The role of impact
 - 2) Transformational element needs to be clear for external organisations – we need

clarification on how we define transformational

3) Should the Board negotiate the Happy City budget – or are we happy with it as it is?

4) Lack of clarity of roles within the Board (volunteers)

- Sacha confirmed 8 foundations have been contacted, some are not suitable but open to discussion
- Hannah announced 5 fundraising and communications experts have been selected for the Grants Panel. The initial meeting will be on 20 March.
- This Grants Panel will offer strategic support to Sacha/Phoebe and thereby increase fundraising capacity. The initial tasks are to build fundraising assets, website and to produce a brochure
- The Grants Panel will meet quarterly, but more frequently in the initial stages

ACTION 4: Sue agreed to circulate Grants Panel members' CV's (with their permission)

ACTION 5: FPG Chair's to provide feedback to Sacha regarding their 3 key priorities to focus on in the fundraising campaign

9. Risk Register and operational plan [Ololade/Ed]

- One issue to raise with possible implications: impact of a change in Mayor - this will be upgraded from the current 'low' risk

ACTION 6: Andy to meet with the 4 main Mayoral election candidates to counsel their thoughts on City Funds

10. Proposals for the Governing Board / City Funds structure [Ed]

- Ed had circulated a new City Funds structure proposal paper prior to the meeting. He discussed the potential to follow the One City structure: this comprises of 6 Boards with 1 political chair and 1 independent chair, that come together to form a multi-board.
- The Board had a lengthy discussion with various options tabled. Issues were raised regarding:
 - The need to reach and get feedback from grass roots organisations
 - Were the FPG's focused on the right 'themes' and should they be more specific?
 - Disconnection between FPG's and IAC (e.g. environmental FPG does not currently mention transport in its remit, but a green transport proposal has been approved)
 - Difficulty with fundraising without a specific focus
 - The need for a set target for the IAC to work within in a tight timeframe. The IAC review document was created one year ago and needs updating with information from FPG's, Lucy is leading on collating this.
 - Concern if FPG's were to dissolved there will be a lot of dissatisfied city stakeholders or disengaged FPG board members if there is a fundamental change to their role

- There was a request for a paper on the investment impact and to review IAC approved grants retrospectively to inform future decisions.
- The need for impact assessment and accountability within the Governing Board was noted. Andy will need to produce an annual report on what has been delivered.
- Andy summarised the options discussed:
 - 1) To dissolve FPG's or have one FPG to connect with grass roots organisations
 - 2) Identify specific areas to target for investment and grants
 - 3) Align with the One City plan and annual targets
- No consensus/decision was made at this meeting, key members of the Board were invited to meet separately to discuss this further and to then circulate a new proposal to the Board

ACTION 7: Sue, Andy, Kevin and Ed to meet next week and form a new proposal for the Board structure

ACTION 8: Board to review the new structural paper through tracked changes

ACTION 9: Jari to bring past investments to the next Board meeting for review

ACTION 10: Board to review Happy City's impact framework

11. Draft KPIs for reporting to Governing Board [Sue]

- This item was delayed until the next Board meeting, when there will be a clearer understanding of measures

ACTION 11: KPI's to be included as a standing item

12. AOB

13. Future meeting date [Andy]

ACTION 12: Andy and Laura to meet separately to go through future meeting dates