

Building Bridges Task Group - Terms of Reference

1. Introduction

In November 2005, rate-paying organisations located between London Bridge and Tower Bridge voted to fund a Business Improvement District (BID) Company through a compulsory BID levy. The BID has ran for 3 terms and in 2021 businesses voted to continue the BID for another five years, until 2026. Team London Bridge is responsible for delivering a local programme of projects and services, containing five different service “themes”.

- Responsible Business
- Safe & Secure
- Environmental Services
- Place Marketing
- Creating Connections

The Company is overseen by a Board of Directors, made up of representatives from levy-paying organisations within the BID area. Day-to-day Company activity will be managed by a small executive team.

The TLB Board consists of:

- King’s College London (chairing)
- Anthony Gold Solicitors
- Dinwiddie MacLaren Architects
- News UK
- Shangri-La
- Southwark Council
- Network Rail
- Guy’s and St Thomas’ Foundation
- Guy’s and St Thomas’ Hospital NHS Foundation Trust
- Capital Arches Group

Themed task groups help to decide how the BID levy income is spent.

2. Role of the Building Bridges Task Group

Consultation showed that levy-paying organisations are interested in supporting community projects through their levy contribution. The Building Bridges Task Group will therefore be responsible for developing, overseeing and reviewing the strategy for Team London Bridge to help businesses engage with the surrounding community.

Direct input in respect of the three TLB grant streams:

- Appraise applications and award funds
- Oversee progress by visiting the projects once they’re live (minimum once)

- Develop or amend criteria when required

Additional advisory role for the wider Responsible Business agenda, optional:

- Supporting the development of the Responsible Business Forum and the Team London Bridge projects that are contained within it.
- Developing ideas for local employee volunteering/mentoring projects and events, on a one-off basis, and/or by developing a brokerage system through which local workers can engage with community projects;
- Developing ideas for bids to regeneration/other funds for one-off projects.
- Developing a strategy for the fourth term of the BID.

3. Building Bridges Task Group Membership

Members of the Building Bridges Task Group will be drawn from the BID levy-paying organisations within the BID area.

During the decision-making process, there will be one vote per levy-paying organization.

The organization that is involved in this Task Group may appoint up to two representatives.

The Chair will be voted in on an annual basis in June/July each year or when necessary.

Members of the Task Group will be able to invite guests to join the group as and when necessary.

Ideal members of the group would be employees with a particular interest and/or involvement in community relations, investment, ESG.

Current membership consists of:

- Chair (vacant)
- PwC
- London Bridge City
- Southwark Council
- Anthony Gold Solicitors
- Jacobs
- Sapphire Systems
- Norton Rose Fulbright
- Guys & St Thomas' Foundation
- REM
- Local resident
- Team London Bridge

4. Time requirement from members

Members should commit to attending at least one Task Group meeting per annum, plus attendance at one Team London Bridge event. In general, there will be between one and three Task Group meetings per annum.

5. Budget

The Task Group will be responsible for the Building Bridges budget as detailed in the Team London Bridge BID proposal document.

This budget will be subject to annual Team London Bridge funding decisions made by the main Board. The Task Group may develop bids for private/government/other contributions to enhance the Building Bridges budget.

6. Administration and Reporting

The London Bridge BID executive team will prepare minutes and other paperwork necessary for Task Group meetings.

The London Bridge BID executive team lead will undertake the necessary administration for Task Group activities (Building Communities Fund, Building Bridges Fund).

The Chair of the Task Group and/or the London Bridge BID executive team lead will make a progress report to the London Bridge BID Board on the Task Group's proceedings once a year.

The activities of the Task Group will be included in the BID Company's annual report.

Revised by Sofia Alexandrache (Feb 2024)