**MEETING OF THE ENGLAND COMMITTEE**

**12th JULY 2022**

**TNLCF London Office & Microsoft Teams**

**MINUTES**

**PRESENT: IN ATTENDANCE:**

John Mothersole Chair Emma Corrigan England Director

Kevin Bone Member Jon Eastwood Interim Director, England

Ray Coyle Member Mark Purvis Interim Director, England

Rosie Ginday Member Sophy Proctor Deputy Director, England

Maggie Jones Member Abdou Sidibe Deputy Director, England

Tarn Lamb Member Katie Crystal Senior Governance Officer

(minutes)

**FOR SPECIFIC ITEMS:**

David Knott Chief Executive

Adam Duffin Finance Business Partner

Tom McCulloch Head of Funding, Strategic Programmes

Vicki Smith Funding Manager

Gill Hart Funding Manager

Lucy Tennant Funding Officer

Jenny Fish Funding Officer

Marc Elliott Funding Officer

Damian Robinson Funding Officer

Carrie Deacon Strategy Renewal Programme Lead

Tom Leftwich Senior Strategy Advisor

Laura Furness Head of Funding, Strategic Programmes

Dante Champan Youth Voice Participant

Emily McChrystal Youth Voice Participant

1. **COMMITTEE INFORMAL CATCH UP**
	1. The Committee held a closed session for members only.

*ESMT and the Senior Governance Officer joined the meeting.*

1. **WELCOME AND APOLOGIES FOR ABSENCE**
	1. The Chair opened the meeting and welcomed all.
	2. There were no apologies received.
2. **DECLARATIONS OF INTEREST**
	1. Kevin Bone declared an interest in the Ubele Initiative application due to a mutual connection between himself and the organisation. The Chair determined that the relationship was very arm’s length but requested that Kevin abstain from participating in the vote.
3. **Minutes of the Meetings Held on the 17th of May.**
	1. The minutes of the previous meetings were approved as an accurate record.
4. **Matters Arising**
	1. The action log was reviewed and updated.

*Adam Duffin joined the meeting.*

1. **ENGLAND UPDATE**
	1. The Committee was provided with an update on the financial position of the England portfolio. A review of the first quarter of the financial year had recently been completed and the portfolio would be able to meet initial allocations. Budgets would continue to be monitored going forward as there was currently an underspend with regards to awards. The Committee requested further information on the current pipeline and staff capacity to deliver the required number of awards to reach the allocations. The members were assured that there were enough applications in the pipeline to meet the allocations and that staff will be able to deliver. The members noted the need to work with the Communications team to ensure that the priorities of the England Committee are communicated to communities, and they understand that the Fund is available to offer support.
	2. The members requested that further financial updates be provided between the July and September meetings

**ACTION:** Finance/England Directors

*Adam Duffin left the meeting.*

1. **UPDATE FROM COMMITTEE MEMBERS**
	1. The members of the England Committee provided updates on their key roles within the Fund.

*Tom McCulloch, Vicki Smith, Gill Hart, Lucy Tennant, Jenny Fish, Marc Elliott and Damian Robinson joined the meeting.*

1. **FUNDING DECISIONS**
	1. Funding decisions are restricted and can be found in Annex A.

*Tom McCulloch, Vicki Smith, Gill Hart, Lucy Tennant, Jenny Fish, Marc Elliott and Damian Robinson left the meeting.*

*Joe Rich, Emily MccChrystal and Dante Chapman joined the meeting.*

1. **NEW YOUTH VOICE COHORT**
	1. Joe Rich provided the Committee with an update on the Youth Voice programme and the wider Youth Voice strategy at the Fund. Thirty-five young people had been involved in youth voice initiatives across TNLCF. The Fund was working with other funders to map where good quality youth support is available across England.
	2. The new cohort of Youth Voice participants were recently recruited and had completed their golden threads induction. The induction process involved learning about the work of the fund, including its EDI and climate ambitions. Other topics covered in the induction included mental health, social media, accessibility, sharing learning, and intersectionality. The members were informed that the Climate Action Fund is in the process of recruiting one of the young people from the programme to be a decision maker on the CAF panel. Additionally, the youth voice participants are also feeding into the strategy renewal processes wherever possible.
	3. The young people, Dante and Emily, introduced themselves and provided the Committee with an overview of their personal, academic, and professional backgrounds. The young people reflected on their involvement in the programme so far. It was noted that the programme did not feel extractive to the participants due to the financial compensation, the support provided, the focus on wellness and the legacy behind the programme.
	4. The Committee thanked Joe, Dante and Emily for their time.

*Joe Rich, Emily MccChrystal and Dante Chapman left the meeting.*

*David Knott, Carrie Deacon and Tom Leftwich joined the meeting.*

1. **STRATEGIC RENEWAL OPPORTUNITIES**
	1. The England Committee received an update on the progress of the stratey renewal at the Fund. The strategy renewal is currently in its first phase and will move into the second phase towards the end of July. The second phase will involve the exploration of the strategic options that were identified in phase one. The process will focus on how the Fund can continue to support communities while having the greatest possible impact. The members were informed that the new strategy will be singed off in the winter or early spring of 2023.

* 1. The process of strategic renewal has involved various types of both internal and external engagement. An Internal survey has been carried out along with interviews with staff as well as members of the Board and Country Committees. Listening events with external stakeholders have also been carried out across the England. The England Committee will be updated throughout the process to ensure they are able to provide feedback.
	2. The members emphasised the need to ensure that underfunded areas are being identified. The need to be flexible and adaptable to ongoing changes within the sector was also highlighted. The Committee expressed their appetite for empowering organisations through partnership work and discussed the need to listen and learn from organisations and ensure that relationships are not top down. The need to include the voices of young people was also noted.
	3. The Committee thanked Tom and Carrie for their time.

*David Knott, Carrie Deacon and Tom Leftwich left the meeting.*

1. **OUR APPROACH TO FEDERATED ORGANISATIONS**
	1. The Committee received an overview of the paper which provides an analysis of the Fund’s current relationship with Federated Charities within England.
	2. The Committee was supportive of assessing funding requests from federated organisations on an individual basis as not all organisations receive the same level of support from their central governing body. The members noted that money awarded to local branches of federated organisations must stay within the communities it is awarded to and not be redirected to head offices. It was also recommended that applicants be able to demonstrate what level of support they are receiving from their head offices. The Committee was eager to ensure that funding from TNLCF would not disincentivise head offices from providing financial support to local branches.
2. **REFLECTIONS ON THE DAY**
	1. As it was Abdou’s last meeting with the England Committee before beginning a new role outside of the Fund, the Committee expressed their gratitude for his contributions. The members noted that he will be greatly missed and wished him every happiness in his new role. Abdou thanked the Committee for their support throughout his time at the Fund and noted that he will look back on his time fondly.
	2. The members requested that a further session be held on the strategic renewal at the October meeting of the England Committee.

**ACTION:** England Directors

**SIGNED: DATE: 15/09/2022**

**John Mothersole**

**CHAIR**