**MEETING OF THE ENGLAND COMMITTEE**

**15th SEPTEMBER 2022**

**Microsoft Teams**

**MINUTES**

**PRESENT: IN ATTENDANCE:**

John Mothersole Chair Emma Corrigan England Director

Kevin Bone Member Phil Chamberlain England Director

Ray Coyle Member Jon Eastwood Interim Director, England

Rosie Ginday Member Sophy Proctor Deputy Director, England

Maggie Jones Member Katie Crystal Senior Governance Officer

Tarn Lamb Members (minutes)

**FOR SPECIFIC ITEMS:**

Vicki Ramsden Senior Head of Performance

Mike Bates Head of Finance

Damian Robinson Funding Officer

Sarah Gibbs Head of Funding Development

Rachel Stephens Head of Funding

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. Ray Coyle declared an interest in the Cost-of-Living EDA related to a close connection being involved in a legal aid organisation that may potentially be negatively impacted if the EDA was approved.
   2. The Chair requested that Ray partake in the discussion but abstain from participating in the final steer on the proposal.
3. **Minutes of the Meetings Held on the 12th of July.** 
   1. The minutes of the previous meetings were approved as an accurate record.
4. **Matters Arising** 
   1. The action log was reviewed and updated.
   2. The Committee reviewed the updated terms of reference for the England Partnerships and Multi-regional Panel.

*Vicki Ramsden joined the meeting.*

1. **ENGLAND BUSINESS PLAN FIRST QUARTER REVIEW** 
   1. The Committee was provided with an update on the England business plan. The directorate is on track to deliver the majority of objectives on time.
   2. Three areas of focus within the plan were highlighted:
2. Ensuring that the right resources are in the right places and teams have the resources they need to make impactful grants
3. Fostering an inclusive and fair culture within England that is consistently positive across all teams and communities
4. Developing a plan to develop good practices to be an excellent 'internal customer' to our colleagues
   1. An overview of the work being undertaken to progress these areas was provided.
   2. The Committee thanked Vicki for her time.

*Vicki Ramsden left the meeting.*

1. **INITIAL REFLECTIONS FROM NEW ENGLAND DIRECTORS** 
   1. The newly appointed England Directors provided the Committee with an overview of their initial reflections on the England Portfolio since joining the Fund. Areas for improvement and challenges to success were discussed. The need to increase representation and diversity within the portfolio was highlighted, as well as the need to further develop policy and positioning.
   2. The Directors reflected that there are many opportunities for improvement within the directorate which can be achieved through the resetting of the portfolios vision, implementing a development framework, strengthening relationships and focusing on people. The opportunity to build external relationships and work alongside other organisations within the Lottery family was noted.
   3. Immediate next steps will involve focusing attention on vacancies, addressing short-term capacity issues, establishing the role profile for the vacant Deputy Director, refreshing the format of leadership meetings, and relaunching the portfolios partnership and pipeline activity.
   4. The Committee expressed their support for the Directors and thanked them for their time.

*Mike Bates joined the meeting.*

1. **ENGLAND UPDATE**

**Latest Financial Position**

* 1. The Committee was provided with an update on the current financial status of the England Portfolio.

**General Update**

* 1. It was noted that the October meeting of the England Committee will focus on the strategy renewal and the England Portfolio’s direction within it. Three areas for discussion and reflection were highlighted:

1. Developing the strategic framework in England
2. EC involvement in the ongoing strategic deep dives
3. How England Committee can contribute to the strategy renewal
   1. The Committee offered to contribute to the process wherever needed and requested to be involved in establishing the strategic framework in England.

**Staffing**

* 1. The Committee was provided with an update on staffing and the associated challenges and solutions in England.

**New Initiatives Pipeline**

* 1. The Committee received an update on the Phoenix Way. A further update will be brought to the Committee in November.

**ACTION:** Phil/Emma

**Cost-of-living**

* 1. The Committee were informed that the Fund is exploring both short and long-term approaches to responding to the cost-of-living crisis. Conversations with the sector regarding what is needed to support organisations are currently taking place. The Fund is also preparing to begin offering larger variations. There is a need to understand how inflation is considered during decision making. Emphasis will be placed on ensuring that grant holders are able to deliver and can continue to secure outcomes.

1. **FUNDING DECISIONS** 
   1. Funding decisions are restricted and can be found in Annex A.
2. **REFLECTIONS ON THE DAY** 
   1. The Committee shared their reflections on the meeting. The members were pleased to have Emma and Phil in post and reflected that the meeting had been encouraging.
3. **ANOTHER OTHER BUSINESS**
   1. Being that there was no further business, the meeting concluded at 16:00.

**SIGNED: DATE: 15/11/2022**

**John Mothersole**

**CHAIR**