**THE NATIONAL LOTTERY COMMUNITY FUND**

**UK FUNDING COMMITTEE MEETING**

**24th November 2020 10:00 – 12:30**

**Online via Teams**

**MINUTES**

|  |  |
| --- | --- |
| **PRESENT:** |  |
| Tony Burton  Aaliya Seyal  Kevin Bone  Elizabeth Passey  Sian Callaghan | Chair  Scotland Committee Member  England Committee Member  Board Member  Wales Committee Member |
| **IN ATTENDANCE:** |  |
| Dawn Austwick  John Knights  Cassie Robinson  Emma Ackerman  Nick Gardner  Nigel Crompton  Conor Cross  Emma Robinson  Chris Manion  Andriama Ntziadima  Vicky Garfitt  Catherine Roberts  Dominic Newlyn | Chief Executive Officer  Senior Portfolio Manager  Senior Head of UK Portfolio  Deputy Director, Strategic Programmes  Head of Climate Action Fund (Item 6)  Portfolio Manager (Item 6)  Portfolio Officer (Item 6)  Portfolio Manager (Item 7)  Portfolio Manager (Item 7)  Portfolio Officer (Item 7)  Portfolio Manager (Item 9)  Head of Governance (Minutes)  Governance Officer (Minutes) |
|  |  |

1. **CHAIR'S WELCOME & ANNOUNCEMENTS**
   1. Tony Burton welcomed the committee. The Committee welcomed Emma Ackerman to her first UK Funding Committee meeting having taken up the role of Deputy Director for Strategic Programmes.
2. **APOLOGIES FOR ABSENCE** 
   1. Apologies were received from Eileen Mullan and Hannah Paterson.
3. **DECLARATIONS OF INTEREST** 
   1. There were none.
4. **MINUTES OF PREVIOUS MEETING – UKFC(20)M03**
   1. The Minutes were approved as seen.
5. **ACTIONS ARISING – P25**
   1. All actions had been closed. The Committee noted the overview of actions completed this calendar year.
6. **UK PORTFOLIO OVERVIEW**

**Introduction from Emma Ackerman**

* 1. Emma introduced herself to the Committee and provided an overview of her aims and ambitions for the UK Portfolio in relation to the wider funding strategy. She was excited by the work that the directorate was doing across the Fund, and by the funding programmes that were to be launched between now and the end of the financial year.
  2. Emma noted that the directorate would be looking to establish an agile funding strategy as the impact of the Covid pandemic continued to emerge, and this would be a priority and would be shaped by the environment that emerges over the next year.

**UK Portfolio Overview – P26**

* 1. Cassie Robinson presented the overview paper. The Committee noted the work being undertaken on building the infrastructure surrounding the Emerging Futures Fund, and the upcoming What Works programme having worked closely with the What Works Centre for Wellbeing.
  2. The Committee were appreciative of the Spotlight Reports elaborating further on the lessons learned in the delivery of each programme.

**Climate Action Fund Update – P27**

* 1. The Committee received an update on the Climate Action Fund, including the outcome of the deferred Round 1 applications which had now been decided. Nine of the ten deferred proposals were awarded, meaning the Year 1 cohort was made up of 23 projects totalling just short of £20m.
  2. The Committee noted that there was good spread across most geographical area, groups themes. Waste and Consumption had been highlighted as a less well-represented theme and would be one of the points of focus for Round 2, along with renewed focus on funding projects that go to the heart of changing behaviours in communities. The team were currently in consultation phase with an external agency for support on crystallising the focus and priorities for Round 2, and how to connect the Fund with COP 22 and Youth COP events in 2021.
  3. The Committee were asked to approve the principle of raising the internal delegation threshold from £50k to £300k, to allow the team to act with more flexibility and respond to quickly emerging opportunities.
  4. The Committee were supportive of the proposal in principle, and requested a clear articulation for the details of the delegated authority required from the UKFC, including addressing the following;
     1. Confirmation from Governance of whether the authority to delegate to the internal team is coming from the UK Funding Committee or the CAF Decision Panel
     2. A clear justification for the delegation and a subsequent indication of the likely amount and value of decisions that may be decided at this level
     3. Clarification of the reporting process of these decisions to the UK Funding Committee.

**ACTION: Nick Gardner, Governance**

**Leaders with Lived Experience (LLE) Update – P28**

* 1. Conor Cross provided an update on the LLE programme, highlighting that the team had sifted through almost 700 applications to create a shortlist of 94. These would be taken to the decision panel, made up of external staff and lived experience leaders, in two weeks time with the formal award to be made prior to the Christmas break. Grant management would be set up on the new year.
  2. Next year, the team would be focussing on disseminating and sharing the learning from the programme and working on how to embed the approach in to programmes across the Fund and continue to address systemic issues that lived experience leaders face in the wider sector. The Committee noted the significant demand on the funding and commended the approach.

**Spotlight Report – P26 Annex A**

*Equality, Diversity and Inclusion (EDI)*

* 1. The Committee discussed the UK Portfolio’s approach to EDI, noting that activity should cover all aspects including recruitment, practice and culture, programme design and decision making. Additionally, the team had been testing communications styles to see what is more effective in reaching and engaging with communities.
  2. Progress had been made to ensure applications across the Fund better highlighted the impact of projects in under-represented communities, with peer-review sessions supporting this focus.

*The Big Lunch*

* 1. The Committee discussed the ongoing conversations with the Eden Project regarding the Fund’s potential commitment to support planned activity. It was noted that this funding had been requested against a backdrop of reduced income this year due to a lack of visitors possible during the pandemic.

*Financial Update*

* 1. The Committee noted the underspend stated on the financial summary from the team, as a result of projects that have been delayed and will likely fall into next year’s budget.
  2. The Committee requested a review of funding options to ensure more of this can be spent in the current financial year, given the support the sector requires in the current environment. It noted the significant unmet demand on the Leaders with Lived Experience programme. Cassie would provide an update to the Committee following the meeting.  
     **ACTION: Cassie Robinson**

1. **UK PORTFOLIO FUTURE DEVELOPMENT**

**Growing Great Ideas – P29**

* 1. The Committee received an update on the ongoing work to re-open the Growing Great Ideas funding stream. The team had developed more explicit criteria, including a clearer explanation of what is unlikely to be funded. Further material has been produced to support applicants and the team will be able to utilise an early pipeline to provide contextual examples.
  2. The Committee were appreciative of the progress made, and the potential opportunity this funding presented. It was noted that to challenge the mainstream funding approach would always be challenging. Keeping a broad definition of what constituted a project, as well as reaching out beyond the Fund’s current network, would ensure the most effective application of this funding.
  3. The Committee noted the feedback received on the process and agreed that further support would be needed to effectively embed this funding across the different portfolios.

**Bringing People Together – P30**

* 1. The Committee discussed the importance of teams across the Fund providing guidance and input to help shape the Bringing People Together programme.
     1. Communications across all portfolios would play a key part, in particular given the importance of 2021 for Northern Ireland marking the centenary of partition.
     2. Engaging the Knowledge and Learning team would help address an identified gap in knowledge, particularly delivering grants in the spaces between local engagement, and large big-ticket items like the Big Lunch. This work would involve significant grantholder engagement and input.
     3. Conversations with the branding team would continue regarding the role grantholders play in delivering branding and acknowledgement of Fund support, with the potential of formal inclusion of requirements in terms and conditions.
  2. The Committee were asked to approve the starting pipelines and the overall strategy for the programme. The Committee noted the grant limit of £300k, and discussed the suitability of this for the programme. It was noted that this was decided based on the shorter term of the grants, the fact the team were operating in a fairly new and unknown space, and that organisations were likely to be smaller and present smaller projects.
  3. The Committee noted that these grants could be scaled up later in the year, once the team had been able to reflect with the Comms & Engagement teams on the programme.
  4. **The Committee approved the strategy in principle. It was requested that the team confirm the grant limit and subsequent approach for larger grants, and report this to the Committee in March.**

1. **GLOBAL FUND FOR CHILDREN – P31**
   1. The Committee were asked to approve in principle the funding requested for the Global Fund for Children.
   2. The Fund would be providing £100,000 of the total funding of £605,000, though the breakdown of what this funding was for would be formalised in due course and presented back to the Committee.
   3. The Committee discussed how the programme impacted the Fund’s role in this region, and were keen to have a guarantee that the Fund would not be caught up in any local political or other issues that may impact negatively.
   4. It was noted that a lot of this risk was mitigated by the fact that the programme was focusing primarily on Uganda, the programme worked with organisations who were experienced and had an established presence in the country, and also formal established links with the FCDO. Furthermore, none of the funding would be going to organisations based in the countries.
   5. The Committee also noted that funding to this programme was viewed as a vital part of the Fund’s strategy to handover work in the area to other organisations, and would be the last programme in the region.
   6. **The Committee approved the funding.**
2. **ANY OTHER BUSINESS**
   1. Tony Burton thanked Chris Manion for his work on the portfolio, as this would be his last meeting before moving to a new role externally.
   2. John Knights led thanks to Dawn for her work with the Committee, support for the UK portfolio and staff members in their development, and for her guidance throughout the years.

**THE MEETING ENDED AT 12:30.**

**MINUTES AGREED DATE**

**TONY BURTON**

**UK FUNDING COMMITTEE CHAIR**