**THE NATIONAL LOTTERY COMMUNITY FUND  
UK FUNDING COMMITTEE**   
Tuesday 21st November 2023

10:00 – 12:30 *Teams*

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| **MEMBERS:** |  |
| Paul Sweeney (Chair)  Kate Still  John Mothersole Simone Lowthe-Thomas | Northern Ireland Committee Chair  Scotland Committee Chair  England Committee Chair  Wales Committee Chair | |
| **IN ATTENDANCE:** |  |
| David Knott Stuart Fisher  Liz Watchorn  Mel Eaglesfield  Verity Prime  Ellen Dunlevy  Michael Bates  Tom Leftwich  Catherine Roberts Lucy Taylor | Chief Executive  Finance Director  Senior Portfolio Manager  Deputy Director, UK Portfolio  Funding Strategy, Communications, and Impact Director  Senior Portfolio Manager  Senior Head of Finance  Senior Strategy Advisor  Head of Governance  Governance Officer (Minutes) | |

1. **CHAIR'S WELCOME** 
   1. The Chair welcomed all to the meeting and noted that it would be John Mothersole’s first meeting as Vice-chair of the Committee.
2. **APOLOGIES FOR ABSENCE** 
   1. There were no apologies.
3. **DECLARATIONS OF INTEREST** 
   1. There were no declarations of interest.
4. **MINUTES OF THE PREVIOUS MEETING**
   1. Noting one amendment to be made to the wording of section 2.1 of the previous minutes, they were subsequently **APPROVED** by the Committee as an accurate record of the meeting.
5. **ACTIONS ARISING**
   1. The Committee took the action log as read.
   2. Mel Eaglesfield provided a thorough update on the action item concerning UK membership. The update outlined plans to extend the membership to UKFC, CAF, and UK Fund Panel, ensuring representation across all country portfolios, young people, and the Board. The Chair requested that Mel send out a document detailing the new membership for each of these.   
       **ACTION: Mel Eaglesfield**
   3. Mel explained that the UKFC is set to convene three times next year, aligning with key decisions that need to be made. Dates for these meetings will be communicated as soon as they are finalised.
6. **UK PORTFOLIO UPDATE**
   1. Mel provided a comprehensive update on the UK Portfolio, presenting key highlights and addressing questions from the Committee. Members discussed the community engagement strand in CAF, and there was a suggestion for enhanced collaboration with country portfolios.
   2. The Committee expressed interest in learning from the Growing Great Ideas initiative, seeking updates on progress in future meetings. Mel affirmed the intention to share the insights gained from this initiative with the Committee.  
       **ACTION: Mel Eaglesfield**
   3. Members suggested further consideration around the UK team’s expectations on evaluation of funded projects; Mel highlighted ongoing discussions with the Evaluation team and noted the critical role of evaluation in assessing the impact of the work being funded.
   4. The Chair requested that the findings of the CAF monitoring survey be shared with the Committee.   
       **ACTION: Liz Watchorn**
   5. The Committee noted that support and learning contracts are expected to be signed off in March 2024.
   6. The Committee also had an extensive discussion on the UK Fund, exploring its implications, challenges, and potential opportunities within the context of the strategy.
7. **FINANCIAL UPDATE**

*Michael Bates joined the meeting.*

* 1. Michael Bates provided an overview of the current financial status, including details on income, YTD award performance, and future year awards. The Committee reviewed the proposed budget allocation of grant awards for 2023-24, as well as 2024-25 to 2027-28. Members noted the forecast payments and reviewed the confidential income projections in section 4.
  2. The Committee enquired if the team are taking any learnings from the unsuccessful applications. Mel Eaglesfield confirmed that this was the case.

1. **BUDGET 2024/25**
   1. Liz Watchorn presented the budget allocation for 2024/25 and explained how the budget was developed, as well as fielding questions from the Committee. Following a discussion, the Committee unanimously **APPROVED** the budget for 2024/25, and noted the potential risks.
2. **UK PORTFOLIO DEVELOPMENT**
   1. Tom Leftwich – Senior Strategy Advisor – introduced himself to the Committee and provided an overview of the UK Portfolio development plan, focusing on the strategic development of the portfolio over the next 18 months. The goal of this initiative is to align the Fund with the new strategy, and Tom elaborated on the process through which this plan was formulated.
   2. The Committee engaged in a detailed discussion, posing questions, offering comments, and providing suggestions. The discourse covered various aspects of the proposed development plan. Following the discussion, the Committee expressed overall **APPROVAL** for the overarching development plan of the UK Portfolio.

1. **THE UK FUND UPDATE**
   1. Ellen Dunlevy delivered a comprehensive update on the UK Fund, sparking an insightful and productive discussion among Committee members. Furthermore, the Committee noted the timelines and progress towards the February decision-making.
2. **TRANSFER OF MANX LOTTERY TRUST**
   1. The Committee deliberated on the proposal for the formal transfer of responsibility for the Manx Lottery Grant Scheme from the UK Portfolio to the England Portfolio, where it currently resides. This proposal is in response to discussions with DCMS regarding policy directions.
   2. Overall, the Committee noted the financial implications associated with the transfer and **APPROVED** the formal shift of responsibility for the Manx Lottery Grant Scheme to the England Portfolio.

1. **ANY OTHER BUSINESS**
   1. The Chair requested that meeting invites for next year’s Committee meetings be sent out as soon as possible.  
       **ACTION: Governance**

**WITH THERE BEING NO OTHER BUSINESS, THE MEETING ENDED AT 12:30.**