**MEETING OF THE ENGLAND COMMITTEE**

**18th January 2022**

**Microsoft Teams**

**MINUTES**

**PRESENT: IN ATTENDANCE:**

John Mothersole Chair Jon Eastwood Interim Director, England

Rosie Ginday Member Mark Purvis Interim Director, England

Maggie Jones Member Sophy Proctor Deputy Director, England

Tarn Lamb Member Abdou Sidibe Deputy Director, England

Kevin Bone Member Catherine Roberts Head of Governance (minutes)

Ray Coyle Member Katie Crystal Governance Officer (minutes)

**FOR SPECIFIC ITEMS:**

David Knott Interim CEO

Ruhina Begum Young Person in the Lead

Joe Rich Head of Youth Voice

Gemma Rocyn-Jones Head of Financial Resilience

Roger Winhall Head of Funding, Strategic Programmes

Sue Brueton Funding Manager

Pete Dobson Funding Manager

Colin Peel Funding Officer

**EXTERNAL GUESTS:**

Mita Desai Head of Young Trustees Movement, The Social Change Agency

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

*The ESMT, the Head of Governance and the Governance Officer joined the meeting.*

1. **WELCOME AND APOLOGIES FOR ABSENCE**
   1. The Chair opened the meeting and welcomed all. Apologies were received from Kim Forsyth. Ruhina had also sent apologies but would join for the YPIL item. Kevin informed the members that he would need to leave by 13:30.

**Declarations of Interest**

* 1. Kevin Bone declared an interest as the Committee would be assessing an application from BEAT. BEAT is partners with Orri, his for-profit outpatient eating disorder business. Orri signposts to BEATs information sources and helplines and BEAT refers individuals to Orri. This was deemed a disqualifying interest. The Chair requested that Kevin refrain from taking part in the discussion and abstain from the vote.

**Minutes of the Meeting Held on the 10th of November 2021**

* 1. The minutes were approved as an accurate record of the meeting.

**Matters Arising**

The action log was reviewed and updated.

1. **ENGLAND UPDATE & KEY ISSUES**
   1. EMST provided the Committee with an update on the England Portfolio. There is currently an increasing focus on the Fund’s strategy renewal. Additionally, the portfolio is undertaking a business planning exercise. This process will focus on how the portfolio can continue to support communities while exploring future ways of working.
   2. It was noted that the recruitment for two England Directors is underway. A permanent Finance Director has also been appointed.
   3. The members were informed that grant funding has been operating differently to projections. The seasonal trend that was common in the pre-pandemic years continues to be interrupted. There is currently more demand for the Reaching Communities product and less demand for Awards for All. It was noted that Reaching Communities has continued to meet its EDI funding targets. Application rates have increased since the new year across programmes. The first week of January saw the highest weekly rate of applications in the last 11 and a half months. It was reported that the teams are in good standing with regards to processing applications and making awards.
   4. An update was provided on the Phoenix Way. A working group has been established and further updates will be provided to the Committee in February.

*David Knott joined the meeting.*

1. **THE YEAR AHEAD** 
   1. David provided the Committee an overview of Fund plans and goals for the year ahead.
   2. Three priorities for the coming year were highlighted:
2. Business as usual
3. Strategy renewal
4. Organisational stabilisation and improvement work
   1. Significant achievements were accomplished in the previous year that can be brought forward and built upon in the new year. It was noted that the context of high levels of need within communities persists and will remain a key focus of the Fund. The importance of enabling communities to feel ownership and take action will continue.
   2. Staff engagement and involvement in the strategy renewal will also be key. The first of several engagement sessions with colleagues across the Fund has now taken place. These sessions will continue to be held weekly throughout the strategy renewal to ensure staff involvement and consultation.
   3. The Committee noted the importance of ensuring business as usual continues throughout the strategy renewal process. The Chair thanked David for his time.

*David Knott left the meeting.*

1. **ENGLAND FINANCIAL YEAR 2022-2023**
   1. The Committee was provided with an overview of grant budgets for the 2022-23 financial year and asked to agree the approach. The need to continue to be flexible and adaptable was noted. Different funding landscapes have emerged as a result of the pandemic and this is expected to continue.
   2. Three key areas of focus for the coming year were noted:
2. To ensure the continued distribution of TNLCF’s existing funding products
3. To ensure that funding products continue to be responsive and not restrictive
4. To recognise and prepare for the strategic programmes coming to an end
   1. The Committee was asked to agree the funding allocations presented. The members noted that the paper was strong regarding the division of money and clarity of quantum. The Committee agreed the allocations but requested that further conversations regarding the impact of the funding be held at the February meeting.
5. **UPDATE FROM COMMITTEE MEMBERS: APPROACH TO STRATEGIC DAY** 
   1. The members provided updates on their lead roles in the fund.
   2. The Committee discussed the strategic day that will take place in February. The Chair recommended that the day be centred around plans for the 2022-23 financial year. It was noted that the members would benefit from a session addressing how the Committee can be most effective going forward. Consideration should also be given to how the Fund can have strategic influence in key areas of policy following the conclusion of the strategic programmes. The Committee was keen to explore ways to assist communities in dismantling the barriers that hinder opportunities. The members also noted the need to discuss cold spots and potential ways to deliver responsive funding to those areas.

*Joe Rich, Ruhina Begun and Mita Desai joined the meeting.*

1. **YPIL REVIEW** 
   1. Joe Rich addressed the Committee, noting that the session would be used to reflect on the experience of YPIL representatives on the England Committee and ways to improve and progress moving forward. A new cohort of YPIL have been recruited across each region of the UK and new representatives will be recruited to the England Committee shortly.
   2. Mita Desai joined the meeting to provide case studies and examples of how Boards and Committees have successfully embedded youth voice. The Committee viewed a presentation on the topic.
   3. Ruhina reflected on her time with the Committee, noting that she felt that her voice was valued throughout her involvement. The benefits of having two YPIL representatives on the Committee and the resulting opportunities for support were highlighted. Having mentors on the Committee has also proven to be invaluable and the transferable skills acquired through meetings with Rosie and Tarn were noted.
   4. Ruhina reflected on possible areas for improvement with the new cohort. It was noted that training in the area of grant making early on in the process would help the new representatives settle into the role. Additionally, the opportunity to meet with the authors of relevant papers prior to Committee meetings would also facilitate better understanding of the materials.
   5. Joe noted that future YPIL representatives will join the Committee towards the end of the programme to ensure they have developed the skills required for involvement. The Committee also highlighted that a one-year term may be too short for the representatives to gain the full benefits of the role. It was requested that the new representatives be recruited for a period of two years.
   6. The Committee was keen to progress with the recruitment of two new YPIL representatives and continue the effort to embed youth voice across the Fund.
   7. Mita agreed to circulate a survey to Committee members that would determine key areas of focus for the Committee around youth voice going forward. The members were keen to receive case studies from Mita with examples of what success looks like in this area.
   8. The Chair thanked Rosie and Tarn for mentoring the YPIL representatives and thanked Kim and Ruhina for their contributions over their time with the Committee.

*Joe Rich, Ruhina Begun and Mita Desai Left the meeting.*

*Gemma Rocyn-Jones, Roger Winhall, Sue Brueton, Pete Dobson and Colin Peel joined the meeting.*

1. **FUNDING DECISIONS**

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

*Kevin Bone, Gemma Rocyn-Jones, Roger Winhall, Sue Brueton, Pete Dobson and Colin Peel left the meeting.*

1. **REFLECTIONS ON THAT DAY**
   1. The Committee reflected on the learnings from the day.
2. **ANY OTHER BUSINESS**
   1. Being that there was no further business, the meeting concluded at 16:00.

**SIGNED: DATE: 15/02/2022**

**John Mothersole**

**CHAIR**