

MEETING OF THE ENGLAND COMMITTEE

13th MARCH 2023

Microsoft Teams

MINUTES

PRESENT:

John Mothersole	Chair
Kevin Bone	Member
Ray Coyle	Member
Rosie Ginday	Member

IN ATTENDANCE:

Phil Chamberlain	England Director
Emma Corrigan	England Director
Mark Purvis	Deputy Director, England
Hannah Rignell	Deputy Director, England
Sophy Proctor	Senior Head of Funding
Emily McChrystal	Youth Voice Participant
Katie Crystal	Senior Governance Officer

(minutes)

FOR SPECIFIC ITEMS:

Mike Bates	Head of Finance
Sue Ormiston	EU Programme Manager
Joe Rich	Head of Youth Voice
Kianna Leader	Youth Voice Officer
Alex Hayes	Head of Funding, Strategic Programmes
Claire Bridgehouse	Funding Manager
Ruth Bamford	Fund Manager
Kay Wayne	Funding Officer
Rachel Mitchell	Funding Officer
Katie London	Funding Officer
Lucinda Leonard	Funding Officer
Anthony Bush	Funding Officer
Chris Mitchell	Funding Officer
Ciaran Murphy	Funding Officer
Rowan Miller	Head of Regional Funding, Southwest
Juliette Calvin	Senior Grant Making Manager
Claire Jopling	Head of Central Funding
Nicola Thurbon	Senior Head of Regional Funding, Midlands
Tamsin Davey	Funding Officer
Amanda Form	Funding Officer
Gillian Halliwell	Head of Regional Funding, Northwest
Diane Hall-Williams	Funding Manager
Andy Smith	Funding Officer
Joe Crabb	Funding Officer
Peter Fogo	Funding Officer

1. COMMITTEE INFORMAL CATCH UP

- 1.1. The Committee held a closed session for members only.

ESMT, Emily McChrystal, Lucy Bubb and the Senior Governance Officer joined the meeting.

2. WELCOME AND APOLOGIES FOR ABSENCE

- 2.1. The Chair opened the meeting and welcomed all. The members welcomed Emily McChrystal, the new Youth Voice participant for England Committee, to her first Committee meeting.
- 2.2. The Chair informed the members that the meeting was not quorate for decision making. Kevin Bone was awaiting reappointment from the Secretary of State and Maggie Jones had sent apologies. Due to this, the Committee would make recommendations on awards that would then be confirmed through decisions via correspondence following the meeting.

- 2.3. Apologies were received from Maggie Jones and Jennifer Rees.

3. DECLARATIONS OF INTEREST

- 3.1. Kevin Bone declared an interest in the application from Helpforce Community as the organisation may work with the Imperial Healthcare Charity of which Kevin is a trustee. This charity sits alongside the NHS.

The Chair requested that Kevin not participate in the discussion surrounding the award. It was noted that Kevin was not a voting member of the Committee at the time of the meeting.

4. MINUTES OF THE MEETINGS HELD ON THE 17th OF JANUARY.

- 4.1. The minutes of the previous meetings were approved as an accurate record.

5. MATTERS ARISING

- 5.1. The action log was reviewed and updated.

6. ENGLAND UPDATE

- 6.1. The England Directors provided the Committee with an update on the England Portfolio. Phil introduced Hannah Rignell, the new Deputy Director for Policy and Partnerships in England. Hannah joins the Fund as part of a job share with Sarah Baker. The Committee welcomed Hannah and looked forward to meeting Sarah on a future date.
- 6.2. Phil informed the Committee that Shane Ryan, a previously employee of the Fund, will be returning to the organisation with a focus on EDI and youth activity. The Committee were pleased to hear of Shanes return.

- 6.3. Emma confirmed that a replacement for the previous Head of Regional Funding in the Southwest had been appointed. The Committee extended their thanks to Rowan for the great work she has lead in the region.
- 6.4. Phil provided the Committee with an overview of recent external meetings. Emma and himself had a positive meeting with DCMS. Phil had also met with the Cabinet Office. Meetings had taken place with other Lottery distributors. Phil met with the Heritage Fund to discuss the implementation of their new strategy.
- 6.5. An update was provided on the strategy renewal. The internal launch is taking place on the 16th of May. The strategy will be launched externally on the 7th of June. The strategy will go to the Board for final sign off at the end of March. It was noted that the first year of the strategy will focus on transition and all responsive programmes will remain open during this time.
- 6.6. The Chair requested that the April meeting of the Committee be used to explore the transition plan for the new strategy. Additionally, the agenda should include time to discuss the England context of the strategy implementation.

ACTION: Phil Chamberlain

- 6.7. Emma noted that the Awards for All programme in England is receiving a high number of applications. The focus of applications is currently on Windrush, Eurovision and the Coronation.
- 6.8. It was noted that the Windrush offer has been attracting applications from organisations that had not previously applied for awards through the Fund. Learning from this will be used to build in more targeted support across A4A in the future.
- 6.9. High numbers of applications have also been received for the Coronation. This offer is open until the end of March.
- 6.10. The Committee shared reflections on the recent visit to Cornwall. It was noted that the roundtable discussion had been very useful. The timetable utilised was effective and this model should be considered when structuring future regional visits.
- 6.11. The Committee were provided with an update on the Phoenix Way. Ways of working with the partners are currently being developed and a further proposal covering these working arrangements will be considered separately. We will update the Committee at future meeting once this development work has been undertaken. The Fund has now launched a recruitment process to establish a team internally to deliver this; and we'll be recruiting internally and externally to ensure we have a balance of skills and experience.
- 6.12. The Committee was provided with an update on the current financial position of the England Portfolio.

7. BBO UPDATE

- 7.1. Sue Ormiston introduced the item, noting that she has been leading on the BBO programme with Jane Meara since 2014. The paper presented to Committee provided an overview of the risks that were taken at the outset of the programme, the lessons learned, and the plans for the winddown of the programme.
- 7.2. To date, the programme has reached 181,000 people, with 84 percent of participants reporting an increasing in their level of confidence. Sue also noted that the programme had reached all of its EDI targets and moved a substantial number of people closer to the labour market.
- 7.3. BBO funding will end in March of 2023. The Fund will maintain contact with grant holders to provide administrative support.
- 7.4. The Committee discussed the future of BBO Programmes. It was recommended that the Fund use its convening power to bring stakeholders together and develop a plan for moving forward. The Chair requested that updates on BBO be provided going forward.

ACTION: Mark Purvis

- 7.5. The Committee extended their thanks to Sue and the team for their work on BBO over the years. The success of the programme is an incredible testament to the success of the team.

8. YOUTH VOICE

- 8.1. Joe Rich introduced the item, noting that two new Youth Voice participants had been appointed to the England Committee. Emily McChrystal introduced herself to the Committee as one of the new Youth Voice Participants. It was noted that the other member, Jennifer Rees, had sent apologies but would attend the May meeting. The Committee welcomed Emily.
- 8.2. Joe Rich provided the Committee with an overview of the recent work of the Youth Voice Team.
- 8.3. The Committee thanked Joe and the team for their inspiring work.

9. REFLECTIONS ON THE DAY

- 9.1. Committee members shared thoughts and reflections on the meeting. It was noted that the next meeting would be a strategic day and take place in Birmingham.
- 9.2. There being no further business, the meeting concluded at 15:30.

