**THE NATIONAL LOTTERY COMMUNITY FUND  
UK FUNDING COMMITTEE**  
MONDAY 28TH MARCH 2022

15:00 – 18:00 *Online via Teams*

|  |  |  |
| --- | --- | --- |
| **MEMBERS:** |  | |
| Blondel Cluff (Chair)  Kate Still  Paul Sweeney  John Mothersole  Simone Lowthe-Thomas | | Chair of the Board  Scotland Committee Chair  Northern Ireland Committee Chair  England Committee Chair  Wales Committee Chair | |
| **IN ATTENDANCE:** |  | |
| Emma Ackerman  David Knott  Stuart Fisher  Hannah Paterson  Liz Watchorn  Nigel Crompton  Vicky Garfitt  Sian Williams  Catherine Roberts  Dominic Newlyn | | Funding Strategy Director  Chief Executive  Finance Director  Senior Portfolio Manager  Senior Portfolio Manager  Portfolio Manager  Portfolio Manager (Item 11)  Funding Manager (Item11)  Head of Governance  Senior Governance Officer (Minutes) | |
|  |  | |

1. **CHAIR'S WELCOME & ANNOUNCEMENTS**
   1. The Chair opened the meeting.
2. **APOLOGIES FOR ABSENCE** 
   1. There were no apologies for absence.
3. **DECLARATIONS OF INTEREST** 
   1. There were no further declarations of interest.
4. **MINUTES OF PREVIOUS MEETING**
   1. The minutes and decisions of the previous meeting, UKFC(22)M01, were approved as seen.
5. **ACTIONS ARISING**
   1. There were two open actions relating to financial matters. Stuart Fisher would review these items following the meeting and provide an update thereafter.
6. **UK PORTFOLIO STRATEGIC RENEWAL**
   1. The Committee received an overview of the Fund’s Strategic Renewal process and roadmap. The renewal was currently in ‘Phase 0’ with internal engagement underway and the scope and design of the renewal being finalised. Members noted the overall timeframe and expected launch date of early April, prior to which all non-executives would receive communication regarding the renewal.
   2. The UK Portfolio Strategic Renewal would be on a slightly different timeframe, with the team hoping to commence Phase 1 once a new Deputy Director was in place. The Committee would be involved via 1-2-1 sessions with members, a workshop session with the whole Committee, and more widely through the all Board and Committee sessions later in the year.
   3. The Committee discussed the role of the UK Portfolio and provided initial thoughts on what the Strategic Renewal needed to achieve. It was agreed that the process would need to produce a mandate for the UK Portfolio and its purpose, evolving what was currently quite a distinct and separate portfolio into a mechanism to connect and elevate the work of the Fund across the UK. Access and representation for all parts of the UK would be vital, and the Fund also needed to consider the International and Climate Action remit.
7. **FINANCIAL UPDATE**
   1. Stuart Fisher provided the Committee with a Portfolio finance update. As of the end of February, the forecast was showing grant awards at £7.6m below the original budget. This was not of great concern as an excess of awards in England meant that, at a Fund level, grant awards were above budget.
   2. The Committee noted reference to GGI agreed awards that had not yet been awarded due to a system error and queried if this was an input error or a more substantial system error. It was noted that it had been a system error that had been resolved with the support of Salesforce admin and would no longer be an issue.
   3. The Committee also noted that the allocation for the People’s Projects remained at £3m, with a request for £4.6m coming to the Committee later in the meeting. It was clarified that the £3m was indicative and valid at the time of the paper being produced, and would be updated should the Committee agree to the additional funding.
   4. The Committee sought and received assurances that the unallocated funds from 2021-22 would be rolled over to the following years budget and would remain within the UK portfolio.
8. **UK PORTFOLIO UPDATE**
   1. The Committee noted updates to the team. Hannah Paterson had taken over as Head of UK Portfolio, and the Committee also welcomed Liz Watchorn to her new role in the UK Portfolio, having moved from the CAF team.
   2. The Committee received an overview of UK funding programmes including the application success rates. Members discussed some of the lower application success rates; the team were aware of challenges in the Bringing People Together programme, where the text had not reflected accurately what the team was looking for. There was new wording drafted that was being signed off later in the week, which the team had tested with users to ensure clarity of language. In addition, there was planning for some outreach and engagement work to support applicants, opening up an early discourse between Fund and applicant with the aim to reduce the number of early rejections.
   3. The Committee also noted the geographical spread of applicants and agreed that the Strategic Renewal should look to mitigate against individual country heavy allocations of funding. Language and online presence should be reviewed to ensure that UK funding has the same accessibility and profile across all nations.
   4. The Committee received a range of funding highlights from across the Portfolio including the Jubilee programme, Together for Our Planet, and updates on the design and structure of the third round of the Climate Action Fund.
9. **BRINGING PEOPLE TOGETHER PROGRAMME CHANGES**
   1. The Committee received a revised proposal to increase the upper grant limit of the Bringing People Together programme to £1m, as well as proposing £20m of unallocated budget to the programme for 2022/23. This had been presented to the Committee at the previous meeting and had been amended to address points around financial considerations and maintaining a focus on small grants.
   2. The Committee discussed the proposal and were content that the above points had been addressed. The team would be ensuring that applications met additional criteria to be eligible for increased amounts of funding, and there had been no challenges from the finance team on the proposed changes to budget allocations.
   3. The Committee were broadly supportive of raising the limit, however did not feel that this would be suitable over the standard grant duration of 3 years. Often organisations would be focusing on set up in Year 1 and succession planning in Year 3 meaning, and extending to a 4 or 5 year duration would enable organisations to focus on effective delivery of a larger grant award.
   4. **The Committee approved the proposal to raise the grant limit to £1m, provided that these grants were delivered over 4 or 5 year durations.**
   5. **The Committee approved the proposal to allocate £20m of unallocated budget to the Bringing People Together programme for 2022/23.**
10. **THE PEOPLE’S PROJECTS**
    1. The Committee received a proposal to increase the grant budget allocation for The People’s Projects from £3m to £4.6m.
    2. The team provided an update regarding STV’s involvement with The People’s Projects. It was noted that STV, a separate legal entity to ITV and requiring its own contractual agreement, had not been able to support and work with the Fund in the same way and as a result the decision had been made not to partner with them for the programme.
    3. The Committee noted that efforts were underway to identify a new mainstream media partner for the programme, and the E&I team did not expect any challenges from ITV should the Fund secure an alternative non-broadcast partner in Scotland.
    4. **The Committee approved the proposal to allocate the increased amount of £4.6m to The People’s Projects.**
11. **FUNDING DECISIONS**
    1. The Funding Decisions are confidential and can be found at Annex A.
12. **ANY OTHER BUSINESS**
    1. There was no further business.

**THE MEETING ENDED AT 18:00.**

**MINUTES AGREED DATE**

**BLONDEL CLUFF**

**UK FUNDING COMMITTEE CHAIR**