

**CRONFA LOTERI FAWR
BIG LOTTERY FUND**

MINUTES OF THE FORTIETH WALES COMMITTEE MEETING

Tuesday 28th February 2017
HUTS workshop, Newcastle Emlyn

In Attendance:

Sir Adrian Webb (Wales Chair)
Rona Aldrich (Wales Committee Member)
Sian Callaghan (Wales Committee Member)
Rob Pickford (Wales Committee Member)
Gaynor Richards (Wales Committee Member)
Rita Singh (Wales Committee Member)

Ruth Bates (Head of Communications)
Awel Jones (Governance Officer, minutes)
Andrew Owen (Head of Funding)
Rob Roffe (Senior Policy and Learning Manager)
John Rose (Director of Wales)

Deane Clements (Funding Manager) (Item 7.1 only)

1.1 Chair's Welcome and apologies for absence

1.1.1 The Chair welcomed all to the meeting. Apologies were noted from Simon Jones and Lara Ramsay.

1.2 Review of Minutes of Wales Committee meeting held on 13th December 2016 (WBM 17/01) and Matters Arising

1.2.1 Committee confirmed that the minutes were an accurate reflection of the previous meeting and were signed off. There were no outstanding matters.

1.3 Note of decisions made by written procedure

1.3.1 There were no decisions made by written procedure.

1.4 Declarations of Interest

1.4.1 No declarations of interest were received.

2. Directors Overview (WBM 16/32)

2.1 John Rose provided an overview of the activities and key business issues facing the Big Lottery Fund (the Fund) since the previous Committee meeting, highlighting the following:

- The recently published 'Light Springs Through the Dark: A Vision for Culture in Wales' by the Minister for Economy and Infrastructure in which he sets out his

vision for the importance of, and support for, culture during the current Assembly term. We have responded to the paper which seeks to develop a more collaboratively approach towards investments in culture. We've also had conversation with the Arts Council for Wales about possible joint working opportunities.

- The Communities First Programme is closing in March 2018 statutory bodies will lead on the role out of future funding with the focus on employment, early years and empowerment. This may create more demand on the Fund from projects formally in the Communities First areas.
- Proposals to reorganise Local Government have changed with a greater emphasis on joint working between local government and less emphasis on the voice of communities. Committee requested to see our response to the consultation on the White Paper which is due by the 11th April.

Action - JR to circulate our response to the White Paper to Committee Members for information.

2.2 Committee highlighted the following in their discussion:

- The potential impact of council elections and how this could change the political landscape.
- Committee questioned how much impact the Welsh Lottery will have on the National Lottery noting the need to ensure The National Lottery has a strong bilingual standard.
- John noted an error under point 7 of the paper noting that the new demand led programme replacing People & Places is due to launch in May and not March as stated.

3. Wales Portfolio Development Update (WBM 17/03)

3.1 John Rose noted the key points of the Wales Portfolio Development Update, noting that:

- Nine development grants were awarded at the Community Asset Transfer 2 (CAT 2) Committee on the 1st February. The deadline for stage 2 applications will be mid-September 2017 with final awards being made in February 2018.
- Decision making for the stage 2 Create Your Space applications is due at the meeting on the 21st March 2017.
- Following discussions at the Committee meeting in December the budgets for People & Places have been adjusted for the January and March Committee meetings.

3.2 Rob Pickford noted that there wasn't as much ambition as he had hoped in the applications for the Third Sector Skills Programme. He also noted that there was a lack of partnerships with different organisations and that how to address this should be discussed further at the Strategy day in April.

3.3 Committee acknowledged that it's been a particularly busy time and thanked staff for their work.

4. Projected Income & Future Grants Budget (WBM 17/04)

This information is commercially sensitive and is available in a separate Annex.

5. Emerging Ideas: Unltd (WBM 17/05)

5.1 Rob Roffe provided a background on the emerging idea from UnLtd. The proposal develops an approach to building resilient communities that focuses on how social entrepreneurs might address local challenges and build more resilient communities.

5.2 Rob invited Committee to present their thoughts on whether they would like to pursue the proposal further.

5.3 Committee noted the following in their discussion:

- It would helpful to have clearer conversations with Welsh Government on their vision for social entrepreneurship in Wales.
- Budget constraints severely limited our ability to support a scheme of this value at this time.

5.4 With the above considered it was decided that the proposal would not go ahead for now due to the resources that are currently available.

5.5 In addition owing to constraints on available budgets no further emerging ideas would be considered pending a review of available finance at a later date

Deane Clements joined the meeting.

6.0 Programme Progress Updates & Coastal Communities Deep Dive (WBM 17/06)

6.1 Deane gave a presentation on the Coastal Communities programme, the following was highlighted:

- Coastal Communities Fund aims to encourage economic development of Wales' coastal communities through creating economic growth and jobs.
- The common issues facing coastal settlements and the Welsh coastal community typology was noted.
- This is the fourth round the Fund has administered on behalf of DCLG and the Welsh Government.
- Each round has changing outcomes and priorities and year on year we see increase reach and interest through a programme of targeted outreach activities.
- The progress of the programme was noted in terms of total jobs created and project costs, and the application volumes and sector representation in every stage.
- The complexities, risks and lessons of the programme and the strengths and opportunities was discussed.

6.2 The Committee enquired about the future of the programme. Officers highlighted that at a UK level, the administration of the scheme was being put out to tender. The Fund

would not be bidding to deliver the work in England, although individual countries could negotiate arrangements with their devolved administrations should they wish.

6.3 Committee thanked Deane for his presentation and expressed their support for the Fund to continue to deliver the programme on behalf of the Welsh Government should that option arise.

Deane Clements left the meeting

7.0 Wales Media & Communications Update (Presentation)

7.1 Ruth Bates provided an overview of the Wales Media & Communications update for the last quarter, highlighting the below:

- The level of enquiries have doubled from the previous quarter, we are tracking the calls to see the nature of the enquiries.
- Engagement with AMs has been impactful including a high profile event at the Senedd in partnership with National Lottery distributors in Wales to celebrate the impact of National Lottery funding in Wales.
- Customer satisfaction remains high. Ruth noted that we could expect a decrease in satisfaction levels as we introduce the new A4A and P&P.
- The Bright New Futures event in December at Cardiff's Pierhead was a success and there was strong media coverage following this.
- The Wales Funders Forum now attracts over 100 funders to share learning and best practice.
- We have had further growth in social media followers. We have increased engagement by using Welsh language videos.
- The fund successfully met its first set of Welsh language standards by the 25th January 2017, and we have publicised our Welsh language services. The next set are to be met by the 25th July where we will look at a Welsh language intranet homepage and making some HR policies available in Welsh. We have maintained a good relationship with the Welsh Language Commissioner.

8. Feedback from Corporate Meetings

8.1 Feedback from UK Board Meetings (verbal)

8.1.1 Sir Adrian Webb noted that the below was discussed at the last UK Board meeting in January:

- Due to the review on Corporate Governance the structure of the meetings have now changed to a closed discussion at the beginning of the meeting where the executives are not present.
- Prioritising leadership on the change programme.
- Lottery income.
- The future of European Social Fund delivery in England.
- Board had received a presentation on how the Strategic Framework is being delivered by the UK Portfolio.

8.1.2 John provided an update on the UK portfolio noting the below:

- The three priorities: Growing great Ideas, Bringing people together and enabling the sector.
- The main themes they are considering are food, aging and digital.
- We will invite the Senior Head of UK portfolio, Derek Bardowell, to either the June or September Committee meeting.

8.2 Audit & Risk (verbal)

8.2.1 Sir Adrian Webb noted that it was standard agenda items only that was discussed at the most recent Audit & Risk Committee therefore there is nothing to update on.

8.3 UK Funding Committee (verbal)

8.3.1 Sian Callaghan noted that there hasn't been a UK Funding Committee meeting since her last update.

9. UK Governance Review: The role of Country Committees

9.1 Sir Adrian Webb explained that as part of the Governance review we are looking at making clearer the relationships between the UK Board and Country Committees. The Terms of Reference will be updated and these will be circulated to Wales Committee members.

Action - Awel to send updated TOR's to Wales Committee members.

11. Any Other Business

11.1 Following the four projects that Committee had visited prior to this meeting some discussion points were raised regarding sustainability and networking of projects. The following 4 points were raised and it was agreed that they would be discussed further at a later date including the Wales Committee strategy day on the 4th April:

1. The need to understand better the challenges faced by organisations in sustaining themselves and their activities.
2. The need to improve links between projects emphasising collaboration rather than competition.
3. The need to consider how we relate to and influence Local Authorities and Health bodies.
4. The need to consider how we raise concerns about the way Central and Local Government undertakes Commissioning.

Annex A

4. Projected Income & Future Grants Budget (WBM 17/04)

4.1 John Rose provided a background on the impact that the National Lottery income have on grants budget for the Fund. It was emphasised that the fluctuation of National Lottery Funding is nothing new, however it is important that we adjust our grants budget accordingly to the income. John noted the importance to distinguish between the difference of money available to commit and the money to pay out (cash flow).

4.2 John presented to Committee the forecast for the end of year grant budget for 2016/2017, a proposed grant budget for 2017/18 and looked at two options to Committee as noted in the paper (sections 2.13-2.15). Officers recommended that Committee agree to option 2 which honours the level of funding allocated to mature programmes like Community Asset Transfer where public statements have been made about the level of funds available, but to adjust the budgets slightly on other programmes where strong public commitments had not been made.

4.3 John highlighted that the figures presented in the paper are based on estimates and cash flow, if needed it is possible to re-scrutinise the figures again should income or outgoing differ significantly to our forecasts.

4.4 It was noted the importance of tailoring messages around changes to Awards for All and People and Places in order to manage expectations. Customer satisfaction and success rates will be monitored, but may reduce if success rates are less.

4.4 The Committee raised the following observations and questions;

- A requirement for common 'lines to take' if they were asked about National Lottery income. John noted that the Communications team are currently developing this.
Action - Circulate 'lines to take' to Committee once this is complete.
- How equitable the approach is across portfolios UK wide. John emphasised that the Finance Director had ensured the approach is fair across the UK and reminded the Committee of the current review of country shares commissioned by the UK Board.
- It was noted that there is currently a pressure on the People and Places budget owing to high demand. The Committee queried if there would be a difference in the amount of funding requested if we were to reduce the length of the grants back to 3 years instead of 5 years. John indicated that this would only lower the requested amounts slightly and we would still receive large grant requests but over a shorter period. We would encourage applicants to also consider match funding to reduce the amount requested to the Fund.
- John noted the importance of keeping to increasing the grant size of Awards for All to £10,000 as this has already been spoken about publicly for some time. However it is important our communications emphasise that applicants request the amount of funding they need and not what is available.

4.5 With the above queries discussed and considered the Committee agreed with option 2 in the paper.