

**MINUTES**  
**THE NATIONAL LOTTERY COMMUNITY FUND**  
**MEETING OF THE SCOTLAND COMMITTEE HELD ON**  
**WEDNESDAY 25 JANUARY 2023 AT 10.30AM**  
**AT NATIONAL LOTTERY COMMUNITY FUND OFFICE, GLASOW**

**Present:**

Kate Still	Scotland Committee Chair
Jackie Brock	Scotland Committee Member
Martin Johnstone	Scotland Committee Member
Janet Miles	Scotland Committee Member
Aaliya Seyal	Scotland Committee Member

**In attendance:**

Roddy Byers	Head of Funding
Fiona Grant	Business Support Officer (Governance) (minutes)
Alayna Imlah	Head of Knowledge and Learning
Michael Phillip	Funding Officer (item 12)
Kirsty Nairn	Head of Business Support
Neil Ritch	Scotland Director
Landa Sullivan	Head of Communications and Engagement

**1. OPENING REMARKS**

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. This is the first meeting of 2023
  - ii. This has been an incredibly busy time for the team and this year is going to be challenging due to the external environment
  - iii. Thanked the team for their work and commitment to this year
  - iv. Congratulated Lindsay Graham on her OBE
  - v. Funding Officer Michael Phillip will join the meeting for item 12

**2 APOLOGIES FOR ABSENCE**

- 2.1 There were apologies from Lindsay Graham and Naila Wood.

**3 DECLARATION OF INTERESTS**

- 3.1 There were no declarations of interest.

**4 APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 30 NOVEMBER 2022 (SCOTLAND COMMITTEE MINUTES 22/07)**

- 4.1 The minutes of the Scotland Committee meeting held on 30 November 2022 were approved.

## **5 MATTERS ARISING**

- 5.1 The Chair gave an update on the UK Board meeting held on 6<sup>th</sup> December 2022 which the Committee noted.

## **6 COST OF LIVING UPDATE (SCOTLAND COMMITTEE P23/01)**

- 6.1 Roddy introduced the Cost of Living (CoL) update highlighting the following:
- i. All five strands of our response are operating and open for business
  - ii. Completed the bulk of grant uplifts work
  - iii. Progress is steady and manageable with the Cost of Living Support Fund
  - iv. We now have sufficient business to fully commit the budget for the Community Anchors Fund
  - v. The first tranche of the Corra Household Hardship Fund (HHF) was fully committed in November 2022
  - vi. Following approval by the Scotland Committee the HHF re-opened earlier this year and demand has been steadier
  - vii. Our use of this approach has attracted interest from other funders and it looks like the Scottish Government will commit some resource to HHF
  - viii. If Committee has a desire to maintain a significant CoL response we need to try to bring it into the main workloads of teams as an important priority
  - ix. That would require us to reconsider priorities across the portfolio to ensure balanced use of resources
- 6.2 During discussion the main points raised were:
- i. It is good to see that the Scottish Government might step in around the HHF
  - ii. We need to consider how best to streamline our cost of living offer to make it easier to manage
  - iii. We need to be more focussed as the next steps are considered
  - iv. We need to be have realistic expectations in terms of learning from the our cost of living initiatives as this will be quite staggered once the activity has begun
  - v. It is important to consider strengthening crisis response to organisations
  - vi. There could be a seasonal weighting to the impact of the cost of living crisis - take time over the summer months to reflect and have a more tailored response when winter comes around
  - vii. We need consider capacity building in communities so they can thrive beyond the crisis
- 6.3 The Chair thanked the team for the work they have done in our response to the cost of living crisis.
- 6.4 It was agreed that a paper with detailed options for the Committee to consider around our continuing response to the cost of living crisis will be presented at the March Scotland Committee meeting.

**ACTION, Roddy Byers**

## **7 REAPPLICATION/CONTINUATION FUNDING (SCOTLAND COMMITTEE P23/02)**

- 7.1 Roddy introduced the paper highlighting the following:
- i. The Fund considers applications to its Programmes based on published criteria
  - ii. This includes the ability for organisations to seek refunding of activity
  - iii. In looking to shape a freshened Portfolio on the horizon, and reflecting on current practice, this seems like a good opportunity to start an early conversation around the specific area of refunding

- iv. The paper provides some historic data drawn from the last 10 years to inform a discussion and poses some discussion questions
- 7.2 During discussion the main points raised were:
- i. It is important to get the balance right with reapplications, if the applicant is working to achieve objectives and themes that we want to address then a reapplication should be considered
  - ii. It is important that evaluation/learning on impact and progress is undertaken and we can see how this will be embedded into the work of the organisation
  - iii. Sustainability, do we expect organisations to ask for more/less/go elsewhere for funding or a combination?
  - iv. We need to be flexible when considering reapplication/continuation funding depending on demand and funding available
  - v. It is important to support a broad range of projects/organisations and geography but not to the detriment of continuation funding if that is the best way to support key outcomes
  - vi. It is encouraging to see the journey through our funding that some organisations can make
  - vii. We are a time limited funder so continuation funding should not become continuous funding

## **8 DIRECTOR'S UPDATE (SCOTLAND COMMITTEE P23/03)**

- 8.1 The Committee noted the Director's Update and that they will kept up to date with any developments with Kyle of Sutherland Development Trust.
- ACTION, Neil Ritch/Roddy Byers**

## **9 COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P23/04)**

- 9.1 Landa introduced the Communications report highlighting the following:
- i. Our event - A Celebration of Communities is taking place at the Scottish Parliament on 15<sup>th</sup> March
  - ii. It is our most high-profile event of the year bringing together around 100 MSPs and other key stakeholders and offers a key opportunity for Members to engage with them and the eight funded projects whilst representing us and our work externally
  - iii. We would like to match those Members who can attend, with the project in their place team and the corresponding MSP(s)
  - iv. Members role, with the support of a member of the Funding team and/or Communications team, will be speak to the project on the night and encourage the MSPs to gravitate towards their table to find out about their work and there will also be plenty of time on the night for Members to network with stakeholders and the other seven projects
  - v. A full briefing of the role and of our key messages will be shared ahead of the event
- 9.2 The Chair thanked Landa for the update and encouraged Members to attend the event. More details of Members role on the evening and the event itself will be shared.
- ACTION, Fiona Grant**

**10 PLACE UPDATE (SCOTLAND COMMITTEE P23/05)**

- 10.1 Roddy introduced the paper highlighting the following:
- i. Each of the place-based funding teams have chosen a project they have funded recently and a project of interest in their area to highlight this month
- 10.2 The Committee commented that it would be interesting to find out how projects are progressing.
- 10.3 It was agreed that it would be arranged for three or four funded projects to come in and present to Committee throughout the year.

**ACTION, Fiona Grant**

**11 OVERVIEW PAPER (SCOTLAND COMMITTEE P23/06)**

- 11.1 Roddy introduced the paper highlighting the following:
- i. An overview of the 2022/23 funding year to date
  - ii. The current budget position

**12 SUPPORTING GREAT IDEAS APPLICATION: SCVO**

- 12.1 The decision on this application is in Annex A to these minutes.

**13 AOB**

- 13.1 There were no items for AOB.

**14 DATE AND VENUE OF NEXT MEETING**

- 14.1 The next meeting will be held on 8 March 2023.

**15 FINISH**

- 15.1 There being no further business the meeting finished at 12.30.