

**MINUTES**  
**THE NATIONAL LOTTERY COMMUNITY FUND**  
**MEETING OF THE SCOTLAND COMMITTEE HELD ON**  
**TUESDAY 30 JANUARY 2024 AT 10.30AM**  
**AT CITIZENM HOTEL, GLASGOW & TEAMS**

Present:

Kate Still	Scotland Committee Chair
Jackie Brock	Scotland Committee Member (on Teams)
Lindsay Graham	Scotland Committee Member (on Teams)
Martin Johnstone	Scotland Committee Member
Janet Miles	Scotland Committee Member
Aaliya Seyal	Scotland Committee Member (items 1-12)
Naila Wood	Scotland Committee Member (on Teams)

In attendance:

Roddy Byers	Head of Funding
Rebekah Dundas	Senior Grant Making Manager (item 7) (on teams)
Lily Gordon-Brown	Knowledge & Learning Officer (item 6) (on teams)
Fiona Grant	Business Support Officer (Governance) (minutes)
Susan Johnstone	Funding Manager (item 12) (on teams)
Lucy McDonald	Head of Knowledge & Learning
Michael Phillip	Funding Officer (item 12) (on teams)
David Sinclair	Head of Business Support
Dougie Spence	Funding Manager (item 13) (on teams)
Landa Sullivan	Head of Communications & Engagement

**1. OPENING REMARKS**

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. This is the first meeting of 2024

**2 APOLOGIES FOR ABSENCE**

- 2.1 There were apologies for absence from Neil Ritch, Scotland Director.

**3 DECLARATION OF INTERESTS**

- 3.1 There were no declarations of interest.

**4 APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 28 NOVEMBER 2023 (SCOTLAND COMMITTEE MINUTES 23/07)**

- 4.1 The minutes of the Scotland Committee meeting held on 28 November 2023 were approved.

## **5 MATTERS ARISING**

- 5.1 The Chair gave an update on the UK Board meeting held on 7 December 2023 which the Committee noted.

## **6 PGM EVALUATION REPORT (SCOTLAND COMMITTEE P24/01)**

- 6.1 The Chair welcomed Lily to the meeting.
- 6.2 Lily gave a presentation on the PGM Evaluation Report highlighting the following:
- i. This report entails the Phase Two evaluation of our Participatory Grant Making (PGM)
  - ii. A key aim of this stage of the evaluation was to amplify grant holder and community voices
  - iii. The key findings of the evaluation included benefits in terms of building relationships and community networks, with challenges regarding how resource intensive the process is if it is done properly
  - iv. The positive outcomes of the PGM process included us diversifying our funding and reaching smaller lower capacity groups
  - v. The key challenges included that whilst some groups felt more empowered, others regarded the process as somewhat tokenistic
- 6.3 During discussion the main points raised were:
- i. This report provided useful reflection on the PGM process
  - ii. It is important to know from the start what you want to get out of the process
  - iii. The report raised some interesting issue around power, knowledge and the agency of communities
  - iv. We need to consider how we take the learning from this into portfolio development and grant making structures
  - v. In the future it would be interesting to consider how a PGM process impacts the power dynamics and local politics in communities
  - vi. There is a version of the report with case studies that will be shared with Committee
- ACTION, Fiona Grant**
- 6.4 The Chair thanked Lily for her interesting presentation that has lots of learning and things to think about for the future.

## **7 COMMITTEE STRATEGY PROGRESS - SHAPE & SCOPE**

- 7.1 Landa and Lucy gave a presentation on where we are with Scotland portfolio planning highlighting the following:
- i. An overview of where we are with Scotland portfolio planning
  - ii. This is an opportunity to test with you that we have captured correctly the contributions already provided by Committee
  - iii. How what we have learned to date is linked to the outcomes framework
  - iv. The timeline for programme development
  - v. The next stage of our planning will focus on stakeholder engagement around the emerging themes and potential grant models we have been discussing to date
- 7.2 During discussion the main points raised were:
- i. We need to be careful and considered about language that is being used in the outcomes framework
  - ii. It is important to allow appropriate time for staff training to ensure customers receive informed advice and good service from the start

- iii. The input of children and young people is not interpreted solely as practical but should include more strategic contributions
- iv. We need to deepen our understanding of empowerment and how it could bring groups together
- v. Is there learning from providing clarity on what “people in the lead” means that can be brought to our interpretation of empowerment
- vi. Consider options on how young people could potentially become part of local decision making structures
- vii. We need to consider the potential impact on the timeline of a UK general election as it is important for the communities who need the resources that programme closure is a short a time as possible
- viii. The outcomes framework will evolve over time and won't stay the same until 2030

7.3 The Committee agreed that the next steps should be:

- i. The presentation will be emailed to Members so that they can give any further feedback

**ACTION, Fiona Grant**

- ii. Lucy will find out if Members can have a direct feedback session with Laura Venning who is leading the development of the outcomes framework

**ACTION, Lucy McDonald**

- iii. Some different scenarios for launch will be developed, taking account of the potential changing circumstances of when a general election is called, and the Committee updated at the March meeting

**ACTION, Management Team Scotland**

## **8 COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P24/02)**

8.1 Landa introduced the Comms Report highlighting the following:

- i. The team updated our grant holders through email and social media channels about the changes to National Lottery Awards for All.
- ii. The planning for the Scottish Parliament event on 6 March is well underway and the formal invites will be sent on Wednesday 31 January
- iii. The team have created a video and an information booklet which will be distributed to every MSP

## **9 DIRECTOR'S UPDATE**

9.1 The Committee noted that as the Director, Scotland was unable to attend the meeting this item was not taken.

## **10 PLACE UPDATE (SCOTLAND COMMITTEE P24/03)**

10.1 The Committee noted the place update and commented that it shows the breadth of work and the different types of projects that teams highlight.

## **11 OVERVIEW PAPER (SCOTLAND COMMITTEE P24/04)**

11.1 Roddy introduced the paper highlighting the following:

- i. Demand remains high
- ii. The current budget position
- iii. The pipeline for Supporting Great Ideas

11.2 Roddy highlighted that conversations have been ongoing with the Corra Foundation and the Scottish Government about another round of the Household Hardship Fund. After discussion the Committee agreed that if the Scottish Government agree to provide some match funding then it would be appropriate to do another round of HHF with Corra but if the Scottish Government is unable to match then this money should be used in our cost of living offer.

**12 SUPPORTING GREAT IDEAS - EVOC**

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

**13 UPLIFT REQUEST - URRAS STORAS AN RUBHA (SCOTLAND COMMITTEE P24/05)**

13.1 The Committee approved the uplift request of £26,740 to Urras Storas An Rubha.

**14 AOB**

14.1 The Chair highlighted that there is a Board/Committee Member session taking place online on Monday 8 April. This is reinstating something that used to happen annually but has not taken place for the last four years. It will be an opportunity for Members of different Committees and Board Members to meet each other. If Members have anything they would like to be added to the agenda for the session they can let Fiona know.

**ACTION, Members**

*[Post Meeting note - this session was cancelled on 31<sup>st</sup> January and will be rescheduled for later in April 2024]*

**15 DATE AND VENUE OF NEXT MEETING**

15.1 The next meeting will be held on Wednesday 13 March 2024.

**16 FINISH**

16.1 There being no further business the meeting finished at 1.35pm.