

MINUTES
THE NATIONAL LOTTERY COMMUNITY FUND
MEETING OF THE SCOTLAND COMMITTEE HELD ON
WEDNESDAY 28 APRIL 2021 AT 11AM
BY MICROSOFT TEAMS

Present:

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

In attendance:

Neal Bennison	Funding Officer (item 8)
Evelyn Boyd	Head of Communications & Engagement
Roddy Byers	Head of Funding
Fiona Grant	Business Support Officer (Governance) (minutes)
Kirsty Nairn	Head of Business Support
Neil Ritch	Scotland Director
Dougie Spence	Funding Manager (item 8)
Peter Watson	Funding Manager (item 8)

1. OPENING REMARKS

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. Place team representatives will join the meeting for decision making
 - ii. The main focus of the meeting will be the workshop with the opportunity to engage in discussion about how the Committee works going forward and how to get the best value from Members in support of the work of the Fund in Scotland.

2. APOLOGIES FOR ABSENCE

- 2.1 There were apologies from Grant Carson.

3. DECLARATION OF INTERESTS

- 3.1 There were no declarations of interest.

4. APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 17 MARCH 2021 (SCOTLAND COMMITTEE MINUTES 21/02)

- 4.1 The minutes of the Scotland Committee meeting held on 17 March 2021 were approved.

5. MATTERS ARISING

- 5.1 The Chair gave an update on the UK Board meeting held on March 2021 highlighting that the recruitment process for the new Chief Executive is underway. The Board approved the corporate plan with ongoing points of review. The Operational and Grants budgets were also approved.
- 5.2 Aaliya gave an update on the UKFC meeting held on March 2021 which the Committee noted. Aaliya highlighted that she will share a meeting note with Members.

Action, Aaliya Seyal

6. COP26 FUNDING INITIATIVES (SCOTLAND COMMITTEE 21/09)

- 6.1 Neil introduced the paper highlighting the following:
- i. As the Lottery distributor with the strongest connection to community and climate action we have identified an opportunity to support community action across the UK and because COP26 is on our doorstep we are working with UK colleagues to ensure that communities in Scotland have the greatest opportunity access support
 - ii. A UK wide small grants programme, Together For Our Planet (TFOP), aligned to a Cabinet Office initiative of the same name will make £2.5M available to communities. We anticipate that approximately £700,000 of this funding will be available to organisations in Scotland.
 - iii. The 2021/22 Scotland Grants Budget includes provision to invest up to £1M in COP26 related activity. We anticipate that up to £500,000 of this will be invested through the TFOP small grants programme.
 - iv. This means that we can fund some additional work related to COP26. This is a modest level of investment and we propose that through stakeholder engagement we identify a small number of projects which reflect the goals of the TFOP programme
- 6.2 During discussion the main points raised were:
- i. It is important to have engagement from different communities not just young people
 - ii. There is a lot going but at the moment it is a bit disparate; it will be interesting to see how it comes together after the election
 - iii. Does the Fund have a convening role to help national/local groups navigate the complexity and range of sources of funding/peer learning? Officers responded that this is a complex role perhaps more appropriate for the Scottish Government
 - iv. The Fund will engage with key civil society groups to support a more coherent response
- 6.3 The Committee approved the recommendation at 2.3 in the paper through stakeholder engagement we identify a small number of projects which reflect the goals of the TFOP programme.

7. OVERVIEW PAPER (SCOTLAND COMMITTEE P21/10)

7.1 Roddy introduced the paper highlighting the following:

- i. The number and value of applications presented at the meeting
- ii. An overview of how we have funded 2020-21
- iii. The highlights from the GMS dashboard review for each place team
- iv. The place teams will consider these when they are developing their strategic plans

8. CONSIDERATION OF APPLICATIONS - OUR PLACE & COMMUNITY LED

8.1 The decisions are recorded in Annex A to these minutes.

9. WORKSHOP SESSION TO DISCUSS FUTURE COMMITTEE MEETING FORMATS

9.1 Neil introduced the session highlighting:

- i. the main roles and responsibilities from the Scotland Committee Terms of Reference
- ii. the main ways that we will engage and connect with Committee including ensuring that Committee has an overall picture of the work, reviewing progress and that there are learning and engagement opportunities

9.2 Members joined two breakout groups to discuss seven questions about future Committee meeting formats.

1. Do these initial proposals feel right? Are there gaps which we should consider to help you fulfil your role?
2. What would you like to see explored in Team presentations, reviews or learning spotlights?
3. How do we make sure the Scotland Committee has a strong connection to our teams?
4. How do we make the most of your knowledge and networks?
5. How do we make best use of your time. Aside from formal meetings what mix of workshops, strategy sessions or other formats would work best?
6. How do you want to receive key information and updates?
7. What are your engagement priorities - who do we most need to hear from and talk to?

9.3 The feedback from the breakout groups included:

- i. Place team presentations are a good opportunity to engage with teams
- ii. Need to look at flexibility of decision making meetings to allow members more opportunities to attend
- iii. Place team presentations helpful to find out more about the different considerations that teams take into account in their work
- iv. Members would welcome some storytelling from start to finish of projects that teams are proud of or found challenging
- v. Members could be invited to attend any place team decision making meeting if their expertise would be useful
- vi. Annual Strategy day - useful way of two way communication -
- vii. Member skills and experience sharing would help identify learning opportunities
- viii. Members also keen to understand more about teams' skills and experience to help build strong shared decision making and help get to know each other
- ix. Engagement priorities - it would be good to hear from other stakeholders including the Government

- x. New way of operating should be subject to review and adaptation
 - xi. Seeing the bigger picture in context will help ensure people felt connected to Committee and Teams
 - xii. Place team presentation could be co-planned with lead Committee member this would help everyone to get know each other better
 - xiii. It would be helpful for the presentations to include a core set of data around demographics (population/disadvantage/equalities issues/racial mix) this would also help give a better sense of context and backgrounds of local areas understanding issues/challenges
 - xiv. Place teams could include a simple info graphic in their presentations to relate back to trends
 - xv. It would be useful to get an update on projects that Committee have funded to learn about the progress that has been made and longer-term impact
 - xvi. The Committee could consider a spotlight on cross cutting themes quarterly/six monthly focus on one theme in more detail
 - xvii. More informal networking opportunities with teams to learn more about about experiences and backgrounds would be welcome.
- 9.4 The Chair thanked Members for their feedback. While we have to try things and see how they go. There are clear themes emerging from the group discussions:
- i. getting to know each other
 - ii. opportunities tapping into thematic expertise beyond place teams
 - iii. Story of projects what happened next
 - iv. how do we help each other to get ahead of what is emerging
- 9.5 Neil informed the meeting that we will share a template for members to complete the skills audit and the team will work up some proposals from the discussions.
Action, Director, Scotland/Business Support Officer Governance

10. AOB

10.1 There were no items.

11. DATE AND VENUE OF NEXT MEETING

11.1 The next meeting will be held on Wednesday 26th May 2021 by Teams.

12. FINISH

12.1 The Chair thanked everyone for their contributions and the Scotland team for their hard work at the year end.

12.2 There being no further business the meeting finished at 1.25pm.