

MINUTES
THE NATIONAL LOTTERY COMMUNITY FUND
MEETING OF THE SCOTLAND COMMITTEE HELD ON
WEDNESDAY 21 JUNE 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:

Kate Beggs	Director, Northern Ireland (item 11)
Roddy Byers	Head of Funding
Fiona Grant	Business Support Officer (Governance) (minutes)
Jac Lockhart	Business Support Manager (item 9)
Michael Phillip	Funding Officer (item 14)
Emily Robertson	Funding Manager (item 14)
Claire Scott	Funding Manager (item 11)
Landa Sullivan	Head of Communications & Engagement
Michelle Wilson	Funding Officer (item 14)

Guests:

Phoebe Hendy	Scottish Refugee Council (item 6)
Jewels Lang	Scottish Refugee Council (item 6)
Solomon Adebayo	Scottish Refugee Council (item 6)

1. OPENING REMARKS

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. We will be joined by representatives from the Scottish Refugee Council who will give a presentation on Reaching New Scots
 - ii. We will also be joined by Kate Beggs, Director, Northern Ireland and SMT lead on safeguarding for item 11

2 APOLOGIES FOR ABSENCE

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

3 DECLARATION OF INTERESTS

- 3.1 Aaliya Seyal declared an interest in the application from Scottish Association of Citizen Advice Bureau as she used to work for the organisation. As she no longer works for SACAB and has had no involvement in this application it was decided that this was not a disqualifying interest.

4 APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 3 MAY 2023 (SCOTLAND COMMITTEE MINUTES 23/03)

- 4.1 The minutes of the Scotland Committee meeting held on 3 May 2023 were approved.

5 MATTERS ARISING

- 5.1 The Chair gave an update on the UKFC meeting held on 9th May 2023 which the Committee noted.

6 SCOTTISH REFUGEE COUNCIL - REACHING NEW SCOTS

- 6.1 The Chair welcomed Phoebe, Jewels and Solomon to the meeting.

- 6.2 Phoebe, Jewels and Solomon gave a presentation on Reaching New Scots highlighting the following:

- i. Reaching New Scots was a participative grant making process co-produced and co-designed by lived experience community members in partnership between Scottish Refugee Council and the National Lottery Community Fund
- ii. Volunteers worked in pairs with Funding Officers and awarded £800,000 to 34 projects across Scotland
- iii. The projects are doing a range of activities including cooking sessions and English classes
- iv. Fund staff and SRC have increased their knowledge of the challenges faced by small refugee led and refugee assisting groups in applying for funding
- v. Evaluation Support Scotland are running a learning programme to support the funded organisations with grant management
- vi. Learning from this work will be shared

- 6.3 During discussion the main points raised were:

- i. This has been a fantastic and heart warming project
- ii. The volunteers were extremely knowledgeable and passionate about the sector and have increased their understanding of how grant applications are assessed
- iii. The next stage is the growth in capacity and linkages between the funded groups
- iv. There is learning for us and other funders from this work

- 6.4 The Chair thanked Phoebe, Jewels and Solomon for their enthusiasm and hard work in pulling this presentation together. We are seeing results and will reflect as a Committee on how to take this forward.

7 STRATEGY RENEWAL UPDATE

- 7.1 Landa gave an update on strategy renewal highlighting the following:

- i. Our new strategy was launched externally on 7th June
- ii. In Scotland we held an event at Barmulloch Residents Centre that was well received by beneficiaries and staff who attended
- iii. Neil has written to 70 key stakeholders about our new strategy and an article was included in our most recent grant holder newsletter
- iv. There has been good engagement on social media with the film that the Scotland Communications Team produced to support the launch
- v. The changes to National Lottery Awards for All will launch in late Autumn, Roddy is sitting on the working group for Scotland

- vi. We are planning a strategy day for Committee possibly with an overnight in a couple of months' time
- vii. There will be an all staff away day to talk about strategy renewal at the end of August
- viii. The Partnerships paper (item 12) is a start to thinking about this element linked to the new strategy approach
- ix. We are holding a session on the new strategy at the Gathering in November

8 COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P23/21)

- 8.1 The Committee noted the Communications report

9 SCOTLAND DIRECTORATE & SCOTLAND COMMITTEE SURVEY RESULTS (SCOTLAND COMMITTEE P23/22)

- 9.1 Kate welcomed Jac to the meeting.

- 9.2 Kate introduced the paper highlighting the following:

- i. The paper gives an overview of the results from the survey that place and support teams completed to help the Committee to improve their connections with teams in Scotland
- ii. The results from the pulse survey that Members completed have been discussed with members at their recent one to one meetings
- iii. There is good feedback and recommendations to take forward

- 9.3 During discussion the main points raised were:

- i. There is a lack of understanding from both Committee Members and teams about what they expect of each other - some more clarification is needed
- ii. It would be helpful to have a single page terms of reference outlining what Member's role at place based decision making meetings is
- iii. There are other opportunities for Members to support place teams rather than attending decision making meetings which don't always feel like the best use of time but Members want to support their place teams

- 9.4 It was agreed that:

- i. The recommendations in the report will be progressed
- ii. The Chair will meet with Fiona, Jac and Roddy to discuss Members role at place based decision making meetings and how to mutually add value
- iii. A Draft terms of reference would be produced for August meeting

ACTION, Fiona Grant

10 PLACE UPDATE (SCOTLAND COMMITTEE P23/23)

- 10.1 The Committee noted the place projects update.

11 SAFEGUARDING BRIEFING

- 11.1 The Chair welcomed Kate Beggs and Claire to the meeting

- 11.2 Kate Beggs gave a presentation on safeguarding highlighting the following:

- i. Our safeguarding journey from 2018 to now
- ii. Our role as a funder and approach to safeguarding
- iii. What safeguarding looks like across the Fund including delivering the safeguarding module of grant-making skills training to over 600 funding

colleagues and creating a Fund wide SharePoint site - one place to find policies and guidance

- iv. Ensuring there is proportionality and due diligence especially in small grants/lower capacity groups
- v. Our safeguarding policy will be reviewed in 2023, clarifying interaction with People Team policies
- vi. The expectations for the Scotland Committee Members including using their expertise and experience when considering safeguarding

11.3 During discussion the main points raised were:

- i. This was a helpful presentation that brought the subject to life
- ii. There is a lot more work going on in this area and we are much more supportive with a proactive culture regarding safeguarding concerns
- iii. It was good to hear that training sessions are being delivered in a confident way and reflections from these sessions are being added to our safeguarding Knowledge
- iv. There are two safeguarding Champions in the Scotland Directorate who colleagues can go to for support, Claire and Pauline

11.4 The Chair thanked Kate for her helpful update.

12 PARTNERSHIPS - NEXT STEPS (SCOTLAND COMMITTEE P23/24)

12.1 Roddy introduced the paper highlighting the following:

- i. The Scotland Directorate has been able to reintroduce a budget line for more pro-active interventions
- ii. We have in the interim been able to maintain supporting good sectoral work in this period with a modest budget allocation of around £1m a year to Supporting Great Ideas which has operated as a responsive fund
- iii. The opportunity to shape our partnership offer in the current year and over the longer term

12.2 During discussion the main points raised were:

- i. We need to bear in mind the Missions and approach we are committing to in our new strategy to 2030
- ii. There is huge power in working together with others
- iii. There are lots of options to consider; from smaller and/or community focussed partnerships to a few larger more strategic models
- iv. Is voice sufficiently influencing our decision making? This is an opportunity to explore different options with the resources we have available
- v. We need to think about what change we would like to see in the end and work backwards

12.3 It was agreed that discussions about our approach to partnerships will continue throughout the year and there is an opportunity to have an in-depth discussion at the Committee strategy day which will take place later in the year.

13 OVERVIEW PAPER (SCOTLAND COMMITTEE P23/25)

13.1 Roddy introduced the paper highlighting the following:

- i. Demand remains high
- ii. The current budget position where we are ahead of budget forecast
- iii. The pipeline for Supporting Great Ideas

14 SUPPORTING GREAT IDEAS APPLICATIONS:THE POVERTY ALLIANCE & SCOTTISH ASSOCIATION OF CITIZENS ADVICE BUREAU

14.1 The decision on these applications are in Annex A to these minutes.

15 AOB

15.1 Members asked for the executive to review consistency across place teams decision making related to how charging approaches by applicants were dealt with. There was a concern that this may be entirely consistent across teams. Early years childcare and community play provision were suggested as themed areas where this was a factor. It might be that communities are best placed to know what charging levels are sustainable. It was agreed that it would be beneficial to have a review of how charging has been approached across teams to identify whether there are particular issues and whether these might be approached differently to support greater consistency. It was noted that there can be tension between charging for services as a model to build sustainability and the extent to which charging can be an exclusionary factor in service access.

ACTION, Roddy Byers

16 DATE AND VENUE OF NEXT MEETING

16.1 The next meeting will be held on 16 August 2023.

17 FINISH

17.1 There being no further business the meeting finished at 2.50pm.