

**MINUTES**  
**THE NATIONAL LOTTERY COMMUNITY FUND**  
**MEETING OF THE SCOTLAND COMMITTEE HELD ON**  
**WEDNESDAY 21 AUGUST 2019 AT 10:30AM**  
**AT THE NATIONAL LOTTERY COMMUNITY FUND OFFICES, GLASGOW**

**Present:**

Maureen McGinn	Chair of Scotland Committee
Grant Carson	Scotland Committee Member
Martin Johnstone	Scotland Committee Member
Stella Everingham	Scotland Committee Member
Lindsay Graham	Scotland Committee Member
Janet Miles	Scotland Committee Member
Aaliya Seyal	Scotland Committee Member

**In attendance:**

Verity Caiger	Funding Officer (items 10-11)
Sarah Daly	Funding Officer (items 10-11)
Jessie Duncan	Funding Officer (items 11-12)
Paul Forrest	Funding Officer (items 10-11)
Fiona Grant	Business Support Officer (Governance)
Martin Grant	Funding Officer (items 11-12)
Aine Lovedale	Funding Manager (items 10-11)
Allison Mathews	Head of Knowledge & Learning
Kirsty Nairn	Head of Business Support
Neil Ritch	Scotland Director
Emily Robertson	Funding Officer (items 10-11)
Laura Scott	Funding Officer (items 10-11)
Michael Smart	Funding Officer (item 13)
Emma Whitfield	Head of Communications and Engagement

**Guests:**

Chris Creegan	Civil Society Futures Working Group
---------------	-------------------------------------

**1. OPENING REMARKS**

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. Welcomed Neil in his new role as Scotland Director
  - ii. The amended agenda which now includes an update on 25<sup>th</sup> Birthday activities
  - iii. Chris Creegan, who has been leading the work on Civil Society Futures in Scotland will join the meeting for item 7

**2. APOLOGIES FOR ABSENCE**

- 2.1 There were apologies for absence from Roddy Byers.

**3. DECLARATION OF INTERESTS**

- 3.1 Maureen McGinn declared an interest in the application from ACOSVO as she is friends with their Chief Executive, Pat Armstrong. It was agreed that this was a disqualifying interest.
- 3.2 Janet Miles declared an interest in the application from ACOSVO as she is a member of the organisation and she is working with them in partnership with DTAS to develop membership. It was agreed that this was a disqualifying interest.
- 3.3 Maureen McGinn declared an interest in the item 7 - Civil Society Futures as her husband, Chair of Carnegie UK Trust, has been acting as co-chair of the steering group for the Civil Society Futures activity. As this update for just for information and no decision about funding was being made it was agreed that this was not a disqualifying interest.

**4. APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 19 JUNE 2019 (SCOTLAND COMMITTEE MINUTES P19/04)**

- 4.1 The minutes of the meeting held on 19 June 2019 were approved as an accurate record.

**5. MATTERS ARISING**

- 5.1 The Committee noted the update about the UK Board meeting held on 24<sup>th</sup>/25<sup>th</sup> June that had been tabled.
- 5.2 The Committee noted the update on UK Funded work. Neil informed the meeting that we will give Committee a short note on recently funded UK work which is happening in Scotland. We will also invite a representative from the UK Funding team to talk to Committee about funding in Scotland. Emma highlighted that the Communications team work closely with colleagues in London about UK announcements of UK funding in Scotland.

**ACTION, Scotland Director**

**6. COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P19/20)**

- 6.1 Emma introduced the paper highlighting the following:
  - i. The team are working hard across all channels
  - ii. In July we launched The Climate Action Fund; this is a UK wide programme
  - iii. The Advisory board for The Climate Action Fund will be announced in September which will have a Scottish representative. The Climate Action Fund (CAF) will be open to applications in the Autumn
  - iv. A Funding Officer working on this Fund will be based in the Scotland Office
  - v. A link to the website giving more details about CAF will be sent to members

**ACTION, Business Support Officer, Governance**

**7. CIVIL SOCIETY FUTURES - PRESENTATION FROM CHRIS CREEGAN**

- 7.1 The Chair welcomed Chris Creegan to the meeting.
- 7.2 Chris gave a presentation on the work of the Civil Society Futures Inquiry to date and an outline of the what the next phase is expected to cover highlighting the following:
- i. The Background to the Civil Society Futures enquiry in Scotland
  - ii. The enquiry will focus on social action across a range of community hubs where there is potential to enable us to overcome the challenges we face in the 21<sup>st</sup> century
  - iii. Community hubs can be communities of both geography & interest and have a broad range of geographic and demographic (including protected characteristics) coverage
  - iv. The enquiry will take a phased approach with ongoing dissemination and implementation and a call for evidence
  - v. The governance structure will be non-hierarchical and will have community hubs at the centre with an Advisory panel, community hub panels, investors and enablers.
- 7.3 The slides are attached at annexe A to these minutes.
- 7.4 During discussion the main points raised were:
- i. The heart of the enquiry will take place in communities and will embrace all the different types and definitions of communities
  - ii. This enquiry will be respectful of the rich policy landscape and will seek to harness and add value to other activity
  - iii. Building trust in communities takes time, especially engaging with those who are 'seldom heard', and will involve lots of talking and asking questions
  - iv. the English Enquiry was a 2 year piece of work
  - v. The current timeline for the enquiry in Scotland is going through until 2022
  - vi. More scoping work needs to be done before any social action work can begin
  - vii. The exploratory phase will conclude at the end of September, Discovery phase will run from October to January 2020, and the Action Phase will commence in February 2020. There is cross party political interest in this enquiry
  - viii. Lindsay offered to speak to Chris about her own experiences regarding the Children and Young People Enquiry
- ACTION, Lindsay Graham**
- 7.5 The Chair thanked Chris for his presentation that gave a sense of scale and the challenge facing the enquiry.
- 7.6 The Committee discussed their role in engaging with this work highlighting that:
- i. They continue to be engaged and interested in this work
  - ii. There is a dynamic about us as a funder that can change the nature of things

- iii. There is an interest in supporting social action work on the ground, but there is more preliminary work to be done to see how this might shape up
- iv. There needs to be further conversations and time allowed for things to progress before an application can come to Committee for consideration

## **8. DIRECTOR'S UPDATE (SCOTLAND COMMITTEE P19/21)**

8.1 The Committee noted the Director's Update.

## **9. 25<sup>TH</sup> BIRTHDAY UPDATE**

9.1 Emma gave an overview on the plans for the 25<sup>th</sup> birthday of the National Lottery highlighting the following:

- i. The National Lottery Promotions Unit (NLPU) are leading on this work with a steering group chaired by Dawn Austwick that DCMS and Camelot also sit on
- ii. Scotland National Lottery activity - involves all Scotland Distributors and is led by NLPU
- iii. NLPU are working with PR agency, Freuds, who worked with NHS on their 70<sup>th</sup> birthday campaign which had a similar approach
- iv. A series of 25 activations will take place over 25 days leading up to 19<sup>th</sup> November birthday draw; these will focus on themes supported by all National Lottery distributors
- v. The Communications team in Scotland will work with some of our grant holders to hook in on particular days
- vi. A micro grant programme will be launched with a film created by Aardman animations on 23<sup>rd</sup> November
- vii. There will be a small grants programme with a budget of around £5.5m delivered throughout the 25<sup>th</sup> year and branded separately
- viii. We will share more information in 6-8 weeks on ways that members can be involved

**ACTION, Head of Communications & Engagement**

9.2 The slides are attached at Annex B to these minutes and will be circulated to members.

**ACTION, Business Support Officer, Governance**

## **10. OVERVIEW PAPER (SCOTLAND COMMITTEE P19/19)**

10.1 Aine introduced the paper highlighting the following:

- i. The number and value of applications presented at the meeting
- ii. Budget information
- iii. Application pipeline data

## **11. CONSIDERATION OF APPLICATIONS - IMPROVING LIVES**

11.1 The Committee noted the tabled questions and answers.

11.2 The decisions are recorded in Annex C to these minutes.

**12. CONSIDERATION OF APPLICATIONS - OUR PLACE**

12.1 The decisions are recorded in Annex C to these minutes.

**13. CONSIDERATION OF APPLICATIONS - SUPPORTING GREAT IDEAS**

13.1 The decisions are recorded in Annex C to these minutes.

**14. AOB**

14.1 The Chair suggested having a strategic session with members at the October meeting about what they would like the new Chair to hear covering what has been working well and what might be changed. Key issues arising from last year's one to one sessions with members will also be included. There will still be an option for members to have one to one sessions with the Chair this year should they wish. What came out of the 1 to 1s with members last year will be included in this discussion. There is still an option for members to have a 1 to 1 with the Chair.

**ACTION, Business Support Officer Governance**

14.2 Allison informed the meeting that in her role on the UK Funding Panel she has been involved in the Listening Fund Scotland. The Listening Fund is being managed by Corra Foundation with partners, Comic Relief, William Grant, Gannochy Trust and the Fund. There is a piece of work taking place to reflect on our own listening practice and engagement with user voice. The workshop will involve a cross section of the Scotland Directorate, including Non-Execs. It was agreed that Allison will send a note to Committee about the Listening Fund and the workshop.

**ACTION, Head of Knowledge & Learning**

**15. DATE AND VENUE OF NEXT MEETING**

15.1 The next meeting will be held on Tuesday 8<sup>th</sup> October at the National Lottery Community Fund office, Glasgow.

**16. FINISH**

16.1 There being no further business the meeting finished at 2.45pm.