

**MINUTES**  
**THE NATIONAL LOTTERY COMMUNITY FUND**  
**MEETING OF THE SCOTLAND COMMITTEE HELD ON**  
**WEDNESDAY 17 AUGUST 2022 AT 10.30AM**  
**AT NATIONAL LOTTERY COMMUNITY FUND OFFICE, GLASOW**

**Present:**

Kate Still	Scotland Committee Chair
Martin Johnstone	Scotland Committee Member
Janet Miles	Scotland Committee Member
Aaliya Seyal	Scotland Committee Member
Naila Wood	Scotland Committee Member

**In attendance:**

Roddy Byers	Head of Funding
Fiona Grant	Business Support Officer (Governance) (minutes)
Alayna Imlah	Head of Knowledge & Learning
Aine Lovedale	Project Lead - 2023 Portfolio Team (items 6-7)
Kirsty Nairn	Head of Business Support
Neil Ritch	Scotland Director
Dougie Spence	Funding Manager (items 12-13)
Landa Sullivan	Head of Communications and Engagement
Tracey Wightwick	Funding Officer (item 13)

**Guests:**

Rhona Hotchkiss	Queen's Nursing Institute Scotland (item 13)
Jonathan Sher	Queen's Nursing Institute Scotland (item 13)

**1. OPENING REMARKS**

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. This is Naila's first meeting as a Scotland Committee member
  - ii. Jonathan Sher, Senior Fellow and Programme Lead Healthier Pregnancies, Better Lives and Rhona Hotchkiss, Chair Healthier Pregnancies, Better Lives will join the meeting for item 13
  - iii. The amended agenda which now includes an additional item - Closure Planning Update

**2 APOLOGIES FOR ABSENCE**

- 2.1 There were apologies for absence from Jackie Brock and Lindsay Graham.

**3 DECLARATION OF INTERESTS**

- 3.1 Roddy Byers declared an interest in Queens Nursing Institute Scotland as he is a member of their partnership group. It was decided that this was a disqualifying interest.

**4 APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 22 JUNE 2022 (SCOTLAND COMMITTEE MINUTES 22/04)**

- 4.1 The minutes of the Scotland Committee meeting held on 22 June 2022 were approved.

**5 MATTERS ARISING**

- 5.1 The Chair gave an update on the UK Board meeting held on 30<sup>th</sup> June 2022 which the Committee noted. The Chair highlighted that the UK Board plan to hold their next meeting on 13<sup>th</sup>/14<sup>th</sup> October in Scotland. There may be opportunities for the Committee to meet the Board members and attend project visits.

**6 CLOSURE PLANNING UPDATE**

- 6.1 Neil gave a presentation on the update to planning for the portfolio closure highlighting the following:
- i. The current portfolio plan and the issues and challenges this presents
  - ii. The options for Committee to consider
  - iii. The next steps and when changes will be communicated both internally and externally
- 6.2 The Committee agreed to keep the current portfolio open for longer given the anticipated demands on the sector over the winter and delay launch of the new portfolio until we are able to secure Service Design support to progress new GMS builds and to develop digital application materials.

**7 2023 PORTFOLIO UPDATE**

- 7.1 Aine gave a presentation giving an update on the work of the 2023 Portfolio highlighting the following:
- i. The team have been carrying out a number of engagement activities including a discussion at the Gathering, staff sessions, strategy day with the Scotland Committee and thematic stakeholder sessions
  - ii. Recurring ideas highlighted at these activities included flexibility, core funding, development funding, capital
  - iii. The team are undertaking further analysis of the results
- 7.2 The Chair thanked Aine for her update. It is clear that it is a comprehensive piece of work.

**8 DIRECTOR'S UPDATE**

- 8.1 The Committee noted the Director's Update.

**9 COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P22/27)**

- 9.1 Landa introduced the Communications report highlighting the following:
- i. We have confirmed the Sunday Mail as our official People's Projects media partner in Scotland and are currently sourcing stories of past winners for print and online features ahead of the programme launching on 5th September
  - i. This is our third and final year of sponsoring Scotland Champion's awards; the ceremony is taking place on 17<sup>th</sup> September

- ii. We are planning a showcase event in the Scottish Parliament for the evening of Wednesday 15th March 2023; this will celebrate the difference our funding has made across the whole of Scotland and Members will be kept up to date as plans develop

**10 SCOTLAND COMMITTEE SURVEY HEADLINE RESULTS (SCOTLAND COMMITTEE P22/28)**

- 10.1 Kirsty introduced the paper highlighting the following:
  - i. The survey ran from 7<sup>th</sup> - 25<sup>th</sup> July and all of the Committee members took the time and effort to complete it
  - ii. Members were generally positive about their role as Committee Members
  - iii. Some areas for improvement that were highlighted included more clearer expectations of the ambassadorial role and for the Fund to make more effective use of Members contacts and networks
- 10.2 A separate more in depth discussion of the results from the survey will be held in a separate session in September.

**ACTION, Fiona Grant**

**11 PLACE UPDATE (SCOTLAND COMMITTEE P22/29)**

- 11.1 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
- 11.2 Members welcomed the highlight update on funded projects and commented that it is fantastic to find out about the interesting and very different projects that the place teams have chosen.

**12 COST OF LIVING SCOTLAND RESPONSE (SCOTLAND COMMITTEE P22/30)**

- 12.1 Roddy introduced the paper highlighting the following:
  - i. In response to the directions of the Scotland Committee at June 2022 meeting in shaping a response to Cost of Living Pressures being experienced by individuals, households, communities and third Sector organisations. The Plan consists of four main elements:-
    - a. Supporting existing larger grantholders through grant uplifts
    - b. Delivering support to households under pressure through partnership with Corra Foundation reopening the Household Hardship Fund as a joint venture.
    - c. Delivering support to households under pressure through partnership with previous CRF Network Intermediary partners where the Community Anchors they know and work directly with will be able to present community partnership proposals
    - d. Delivering an open larger strand of Funding post closure of IL and CL Programmes to complement the smaller A4A route enabling new ideas to reach us for consideration.
  - ii. These reflect the directions from Committee including the need to deliver funds at pace and the need to reach people and communities most under pressure from Cost of Living issues

12.2 During discussion the main points raised were:

- i. It is a comprehensive paper that responds to what the Committee wanted from the discussion at the June Scotland Committee meeting
- ii. It is important to get money to where it is needed the most
- iii. These options start to address difficult issues in the Scottish operating environment
- iv. There is still some governance ground to cover with internal colleagues so that we can take some of the options forward
- v. We will build in learning approaches to all these options so that we get good data that can inform next steps
- vi. We will continue to engage with other funders in a broader discussion and to support efforts to amplify the voices of those most affected so that they can be heard and listened to more going forward and for the longer-term

12.3 The Committee agreed:

- i. To progress a £1m partnership with Corra Foundation through a Supporting Great Ideas award to enable funds to reach smaller community bodies that are well placed to support people and households most affected by the Cost of Living pressures
- ii. To develop a proposal to work with key anchor organisations to deliver some basic Cost of Living support mechanisms through recognised Community Anchor organisations and to bring this back to Committee for full approval.
- iii. To the development of a standard, responsive grant offer to fund cost of living responses and that this will be supported by £1m of funds from UK Portfolio.
- iv. To support existing grant holders by offering grant uplifts for this financial year that help them to meet operational costs and deliver agreed services with confidence and £3m of UK funding will support this
- v. That the delegated uplift limit can move from 10% of grant value to 20% for cost of living grant uplifts requests only
- vi. That the overall delegation limits can be raised from £200k to £240k to assist grantholders at the top of the award threshold for current programmes for cost of living grant uplift requests only

Roddy Byers left the meeting.

### **13 QUEENS NURSING INSTITUTE - UPDATE & UPLIFT REQUEST (SCOTLAND COMMITTEE P22/32)**

13.1 The Committee noted the question/answer document.

13.2 The decision is recorded in Annex A to these minutes.

Roddy Byers re-joined the meeting.

**14 OVERVIEW PAPER (SCOTLAND COMMITTEE P22/31)**

14.1 Roddy introduced the paper highlighting the following:

- i. July has been a busy month part of this is due to teams encouraging applicants to come to us early and not wait until Programme closure in Improving Lives and Community Led strands
- iii. Our ambitions around cost of living interventions and the change of plans for programme closure will require us to undertake a budget review with finance colleagues at the end of quarter 2
- iv. We continue to roll out the grant holder support offer, with all three strands of thematic training opportunities now live and gathering momentum with our grant holders

14.2 Roddy gave an update about the GCA award made to Kyle of Sutherland Development Trust (KoSDT) for the Falls of Shin visitor centre. The Committee noted that the visitor centre is currently closed as the KoSDT has been unable to secure a tenant through two separate procurement exercises. KoSDT would like the Scotland Committee's approval to progress the next steps in looking at selling the visitor centre.

14.3 The Committee commented that if possible the asset should be transferred to another third sector organisation. A Chair's action paper outlining the options will be sent to Committee for their consideration.

**ACTION, Roddy Byers/Fiona Grant**

**15 FOUNDATION SCOTLAND - SOCIAL INVESTMENT SUSTAINABLE IMPACT FUND (SCOTLAND COMMITTEE P22/33)**

15.1 Roddy introduced the paper highlighting the following:

- i. The background and context to the proposal from Foundation Scotland for its Sustainable Impact Fund
- ii. The proposal will be presented as a Supporting Great Ideas application at the October Scotland Committee meeting

15.2 The Committee commented that when the application is considered it should be at a smaller scale and with a greater sense of the investment. Also, Foundation Scotland need to explore other options for additional funding as the Fund will not be the main funder for this proposal.

**16 AOB**

16.1 There were no items for AOB.

**17 DATE AND VENUE OF NEXT MEETING**

17.1 The next meeting will be held on Wednesday 5<sup>th</sup> October.

**18 FINISH**

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