

**MINUTES  
THE NATIONAL LOTTERY COMMUNITY FUND  
MEETING OF THE SCOTLAND COMMITTEE HELD ON  
WEDNESDAY 15 SEPTEMBER 2021 AT 10AM  
BY MICROSOFT TEAMS**

**Present:**

Kate Still	Scotland Committee Chair
Jackie Brock	Scotland Committee Member (items 1-9)
Lindsay Graham	Scotland Committee Member
Janet Miles	Scotland Committee Member
Aaliya Seyal	Scotland Committee Member

**In attendance:**

Evelyn Boyd	Head of Communications & Engagement
Julia Boardman	Funding Officer (item 10)
Sharon Davidson	Funding Officer (item 10)
Stephen Gasgarth	Funding Officer (item 10)
Anna Grant	Funding Officer (item 10)
Fiona Grant	Business Support Officer (Governance) (minutes)
Kirsty Herson	Funding Officer (item 10)
Alayna Imlah	Head of Knowledge & Learning
Susan Johnstone	Funding Manager (item 10)
David Knott	Interim Chief Executive (item 5)
Kirsty Nairn	Head of Business Support
Cat Nisbet	Senior Grant Making Manager, Scotland (items 9-10)
Kate Robinson	Knowledge & Learning Officer (item 10)
Emily Robertson	Funding Officer (item 10)
Neil Ritch	Scotland Director
Beatrice Thirkettle	Funding Officer (item 10)

**1. OPENING REMARKS**

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. This is the new Head of Knowledge & Learning Alayna Imlah's first Committee meeting
  - ii. The amended agenda as Resilient Scotland are no longer able to attend this meeting; this item will be covered in a separate session with Committee
  - iii. The Lothians place team will join the meeting for item 10

**2. APOLOGIES FOR ABSENCE**

- 2.1 There were apologies for absence from Martin Johnstone, Grant Carson and Roddy Byers.

**3. DECLARATION OF INTERESTS**

3.1 There were no declarations of interest.

**4. APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 11 AUGUST 2021 (SCOTLAND COMMITTEE MINUTES 21/06)**

4.1 The minutes of the Scotland Committee meeting held on 11 August 2021 were approved.

**5. UPDATE FROM INTERIM CHIEF EXECUTIVE**

5.1 David Knott gave an update on the wider activity going on across the Fund and the upcoming key issues. He highlighted that there is a team working on a comprehensive Impact Report, which looks across all portfolios and the impact we've had before Covid as well as during the pandemic.

5.2 It was agreed that the Impact report should be shared with Country Committees.

**ACTION, Neil Ritch**

**6. MATTERS ARISING**

6.1 The Chair highlighted that following on from the skills and interests survey that members completed in the summer, at the October Scotland Committee meeting Members will give a presentation to share their skills, experience, and knowledge with the Scotland office team. This will be followed by a question and answer session.

**7. DIRECTORS UPDATE (SCOTLAND COMMITTEE P21/19)**

7.1 The Committee noted the Director's Update.

**8. COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P21/20)**

8.1 Evelyn introduced the Communications report highlighting the following:

- i. Since the report was written the press coverage we have achieved has doubled this has included good local press coverage
- ii. The newsletter that was sent to MSPs & MPs was well received by MSPs but some more engagement work needs to be done with MPs
- iii. The newsletter included a Q&A with the Chair, the next newsletter will include a Q&A with Neil
- iv. The Scottish Champions Awards dinner is taking place on Saturday
- v. The team has been creating more grant holder focussed digital and social media content; a blog to help demystify the process of reporting on a grant was well received
- vi. The team continuing to support our funding teams in trying different approaches to local outreach, including social media content, and using local networks and publications to reach groups in their areas

8.2 Committee commented that it was heartening to see the MSP response to the newsletter. It would be useful to include a Q&A with members in future issues.

**9. OVERVIEW PAPER (SCOTLAND COMMITTEE P21/22)**

9.1 Cat introduced the paper highlighting the following:

- i. Uncertainty in the sector is one factor affecting application rates which are below where we expected to be

- ii. Community Led funding has been impacted by people not being able to get together
- iii. The place teams are giving further consideration to specific issues in their areas
- iv. A budget review will take place at the end of this month
- v. We are progressing the outcomes of the Transitional Portfolio review

9.2 During discussion the main points raised were:

- i. Low application rates is not just an issue affecting us; some other Scottish funders' larger grant offers have been quieter than expected
- ii. We are not complacent about the issue but it is important to stay thoughtful and calm about it
- iii. Filling in funding bids is not a priority for some organisations at the moment there is a lot of volunteer fatigue
- iv. It is hard to collect evidence when delivering services remotely we need to be mindful of that and consider other ways to assess the impact
- v. Organisations need time to regroup and recover

**10. PRESENTATION FROM LOTHIAN PLACE TEAM**

10.1 The Chair welcomed the Lothian Place Team to the meeting.

10.2 The Lothian Place team gave a presentation on their work and priorities.

10.3 Members gave some feedback on the presentation highlighting the following:

- i. It was very moving to hear about the work and the testimonies of people who have been supported by projects in the Lothians
- ii. The strong focus on EDI is heartening
- iii. Learnt a lot about the breadth of work and priorities for the Lothians
- iv. It was interesting to learn about the issues and challenges and what is happening in each of the areas that the Funding Officers cover

10.4 The Chair thanked the team for a fantastic uplifting presentation

10.5 The slides will be shared with members.

**ACTION, Fiona Grant**

**11. AOB**

11.1 There were no items.

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

12.1 The next meeting will be held on Wednesday 20<sup>th</sup> October 2021 by Teams.

**13. FINISH**

13.1 There being no further business the meeting finished at 12.50pm.