

**MINUTES**  
**THE NATIONAL LOTTERY COMMUNITY FUND**  
**MEETING OF THE SCOTLAND COMMITTEE HELD ON**  
**TUESDAY 8 OCTOBER 2019 AT 10:30AM**  
**AT THE NATIONAL LOTTERY COMMUNITY FUND OFFICES, GLASGOW**

**Present:**

Maureen McGinn	Chair of Scotland Committee
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:**

Roddy Byers	Head of Funding (items 1-6 & 8-14)
Stephen Cox	Funding Officer (items 10-11)
Fiona Grant	Business Support Officer (Governance)
Emma Honeyman	Funding Officer (items 10-11)
Allison Mathews	Head of Knowledge & Learning
Kirsty Nairn	Head of Business Support
Georgios Pappas	Knowledge & Learning Officer (item 9)
Bethany Reid	Funding Officer (items 10-11)
Karen Richmond	Executive Assistant
Neil Ritch	Scotland Director
Emma Whitfield	Head of Communications and Engagement

**Guests:**

Gael Drummond	Firstport (item 7)
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**1. OPENING REMARKS**

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. Gael Drummond, Chief Operating Officer, Firstport will join the meeting for item 7
  - ii. Karen Richmond, Executive Assistant will observe the meeting
  - iii. New Funding Officer, Bethany Reid will observe the decision making

**2. APOLOGIES FOR ABSENCE**

- 2.1 There were apologies for absence from Grant Carson.

**3. DECLARATION OF INTERESTS**

- 3.1 Aaliya informed the meeting that she has a new job starting in December as Chief Executive of Legal Services Agency and that this should be added to her declaration of interest.

- 3.2 Martin informed the meeting that at the end of October he will become a trustee of Christian Aid and that this should be added to his declaration of interest.

**ACTION, Business Support Officer (Governance)**

**4. APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 21 AUGUST 2019 (SCOTLAND COMMITTEE MINUTES P19/05)**

- 4.1 The minutes of the meeting held on 21 August 2019 were approved as an accurate record.

**5. MATTERS ARISING**

- 5.1 The Committee noted that the application from Strathcarron Hospice had been approved under Chair's Action with input from Lindsay and Grant.
- 5.2 The Committee noted the update on the UK Board meeting held on 25<sup>th</sup> September 2019. The Scotland People in the Lead report will be presented at the December Board meeting. The report will be shared with Committee.

**ACTION, Business Support Officer Governance**

- 5.3 The Committee noted the update on the UKFC meeting held on 26<sup>th</sup> September. Stella informed the meeting that she had offered to share her knowledge on safeguarding with the International team. It was agreed that the paper on safeguarding that went to the UK Board meeting would be shared with her and Allison would help to ensure that the International team made the most of Stella's offer of help before her term as a Scotland Committee member finishes at the end of December.

**ACTION, Business Support Officer Governance & Head of Knowledge & Learning**

**6. DIRECTOR'S UPDATE (SCOTLAND COMMITTEE P19/23)**

- 6.1 The Committee noted the Director's Update.

**7. FIRSTPORT - LAUNCHME PRESENTATION**

- 7.1 The Chair welcomed Gael Drummond to the meeting
- 7.2 Gael gave a presentation about the Launchme programme that Firstport run highlighting the following:
- i. LaunchMe supports the development of strong, capable and ambitious social enterprises with the potential to take on social investment to achieve social impact at scale
  - ii. The National Lottery Community Fund provided funding rounds 1-3 for LaunchMe working in partnership with Firstport
  - iii. Between 2014 and 2017, LaunchMe ran for 3 rounds and supported 22 participants
  - iv. 13 of LaunchMe's 22 participants have gone onto secure over £1million of social investment
  - v. Firstport have now secured further funding from the Scottish Government and Highlands & Islands Enterprise to deliver another round of LaunchMe
- 7.3 The Slides are attached at Annex A to these minutes.
- 7.4 During discussion the main points raised were:

- i. It was most informative and inspiring to get an overview of LaunchMe as most of the Committee had been appointed after the Fund had made the decision to support it
- ii. Not every social enterprise business is expected to be a success
- iii. Social investors did not seem deterred by failure of a Launch Me business and the loss of their investment, as they often went on to invest in another social enterprise
- iv. Investors who have lost money have gone onto invest in other social enterprises

7.5 The Chair thanked Gael for her full and frank account of the legacy of LaunchMe. It speaks of the drive and commitment in Firstport to make this work.

## **8. COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P19/24)**

8.1 Emma introduced the paper highlighting the following:

- i. A press highlight of the month was a double page spread in the Daily Record, featuring Lauren Munro who has been supported by get2gether, which organises social nights for disabled people
- ii. A short briefing on the National Lottery Community Fund Scotland was sent to MPs and MSPs detailing who we are and what we fund
- iii. We had a team at the DTAS conference which included Neil and Alastair Jackson leading a workshop on our funding post Community Assets

8.2 Emma gave an overview of the plans for the 25<sup>th</sup> birthday highlighting the following:

- i. The key dates and activations that are happening over the next 6 weeks including the bringing communities together theme on 23<sup>rd</sup> October and charities theme on 29<sup>th</sup> October leading up to the 25<sup>th</sup> birthday on 23<sup>rd</sup> November
- ii. Members can get involved with the crossed finger selfie on 29<sup>th</sup> October
- iii. It would be helpful if Members can let their networks know about #CelebrateNationalLottery25 fund which opens for applications for funding of up to £1000 on 23<sup>rd</sup> November for two weeks
- iv. The Comms team are always looking for great stories including legacy stories, journey of our funding, bringing communities together and befriending so if Members hear of anything that we might have missed let Fiona or Emma know.

**ACTION, Members**

## **9. PEOPLE IN THE LEAD WITH COMPLEX NEEDS**

9.1 Allison and Georgios led a discussion about the assessment grading of people in the lead. The discussion focussed on understanding what the issue is, what the decision making points are, and what Committee want to learn from this piece of work.

9.2 During discussion the main points raised were:

- i. The Knowledge and Learning team should continue their explorations of the issue and involve funding staff. Consideration of multi-sector engagement should be used as a way of sharing experiences and transfer of learning/practice.

- ii. We should be a learning organisation. There is a lot of good will in the sector that we can tap into; we are not the only organisation struggling with this issue
- iii. During decision making, people in the lead should be an aspect of the project that is considered, not the defining point in decision making
- iv. Creating assessment principles/guidance on people in the lead should not be a tick box exercise, it should also consider the principles and values of the applicant organisation
- v. If the applicant organisation is on a people in the lead journey this should come through and be recognised in the assessment report and followed up during grant management.
- vi. People in the lead should be considered during new portfolio development in 2020, through engagement our stakeholders.
- vii. The Scotland Committee should reflect people in the lead principles by exploring ways to involve more people and communities in our future decision making

## **10. OVERVIEW PAPER (SCOTLAND COMMITTEE P19/25)**

10.1 Roddy 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 B to these minutes.

## **12. AOB**

12.1 Committee gave some feedback on the new GMS assessment reports highlighting the following:

- i. The sections of the report are driven by the content Funding Officers put in
- ii. The status of the organisation e.g. SCIO, charity is a field that can be added to the report or covered in the main body of the assessment report
- iii. The income level - need more information about low/medium/high income
- iv. Need more of a guide about the risk level
- v. Currently the organisational funding history information is in an annex in separate report at the end of the assessment reports

12.2 Members will have more opportunities to give feedback when attending delegated decision meetings and at the November Scotland Committee meeting.

12.3 Stella informed the meeting that had attended the Early Action System Change (EASC) learning event on 3<sup>rd</sup> October. Overall the event was well received.

## **13. DATE AND VENUE OF NEXT MEETING**

13.1 The next meeting will be held on Wednesday 20 November 2019 at the National Lottery Community Fund office, Glasgow.

## **14. FINISH**

14.1 There being no further business the meeting finished at 1.35pm.