

MINUTES
THE NATIONAL LOTTERY COMMUNITY FUND
MEETING OF THE SCOTLAND COMMITTEE HELD ON
WEDNESDAY 5 OCTOBER 2022 AT 10.30AM
AT NATIONAL LOTTERY COMMUNITY FUND OFFICE, GLASOW

Present:

Kate Still	Scotland Committee Chair
Jackie Brock	Scotland Committee Member
Lindsay Graham	Scotland Committee Member (items 7-15)
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)
Jac Lockhart	Business Support Manager (item 10)
Kirsty Nairn	Head of Business Support
Neil Ritch	Scotland Director
Dougie Spence	Funding Manager (item 13)
Landa Sullivan	Head of Communications and Engagement

1. OPENING REMARKS

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. The amended agenda - the Cost of Living Scotland Response - Community Anchors Proposal will now be discussed at item 7
 - ii. Funding Manager, Dougie Spence will join the meeting for item 13

2 APOLOGIES FOR ABSENCE

- 2.1 There were apologies for absence from Martin Johnstone.

3 DECLARATION OF INTERESTS

- 3.1 Janet Miles declared an interest in item 7 as she is a board member of DTAS. It was agreed that this was not a disqualifying interest as DTAS are a network intermediary in the delivery of the Fund.

4 APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 17 AUGUST 2022 (SCOTLAND COMMITTEE MINUTES 22/05)

- 4.1 The minutes of the Scotland Committee meeting held on 17 August 2022 were approved.

5 MATTERS ARISING

- 5.1 The Chair informed the meeting that the UKFC meeting has been rescheduled to 10th October 2022. She will give an update at the November Scotland Committee meeting.
- 5.2 The Chair gave an update about the UK Board visit to Scotland on 13th/14th October. The Committee noted that the annual report for Scotland will be presented at the Board meeting. This will be shared with the Members following the Board meeting.

ACTION, Fiona Grant/Neil Ritch

- 5.3 The Chair thanked the Scotland team for the work that has gone into producing the annual report and the effort that has gone into organising the Board visit.

6 COST OF LIVING UPDATE (SCOTLAND COMMITTEE P22/34)

- 6.1 Roddy introduced the paper highlighting the following:
 - i. This gives a general overview and update of the support we are providing to individuals and organisations
- 6.2 The Committee noted that we hope to launch the Household Hardship Fund in partnership with the Corra Foundation in the next couple of weeks.
- 6.3 The Chair thanked the Scotland team for turning around this amount of work so quickly and in particular the effort that Kirsty has put ensuring the governance is in place.

7 COST OF LIVING SCOTLAND RESPONSE - COMMUNITY ANCHORS PROPOSAL (SCOTLAND COMMITTEE P22/38)

- 7.1 Roddy introduced the paper highlighting the following:
 - i. This strand of the cost of living work focusses on delivering support to households under pressure through partnership with previous CRF Network Intermediary Partners so funding can reach Community Anchor organisations to be applied in local neighbourhoods
 - ii. The team have been working hard to make the application process work in a sensible way
 - iii. There are four possible options for the Committee to consider to progress this strand of our response to the cost of living crisis
 - iv. The Service Design team have offered to tailor a bespoke solution to the application process
- 7.2 During discussion the main points raised were:
 - i. Getting money to these organisations is a priority
 - ii. There needs to be a balance between effort and impact
 - iii. We need to be conscious of our capacity to deliver this strand of work and not put too much pressure on our own resources
- 7.3 The Committee agreed the approach to a Community Anchors strand to cost of living crisis using the proposal from the Service Design team that Officers feel will be workable in an agreed timescale. If Officers feel that this will not be a workable solution then the budget for this strand of the cost of living response should be redistributed through existing strands.
- 7.4 The Chair thanked Roddy and Kirsty for their hard on progressing this strand of the Scotland response to the cost of living crisis.

8 DIRECTOR'S UPDATE (SCOTLAND COMMITTEE P22/35)

8.1 The Committee noted the Director's Update.

9 COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P22/36)

9.1 Landa introduced the Communications report highlighting the following:

- i. The team are busy working on content and storytelling
- ii. There is a drop in session for Parliament in November which Scottish MPS will be invited to
- iii. The team have been supporting getting applications in for the People's Project which is being delivered in Scotland in partnership with the Sunday Mail

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

10.1 The Chair highlighted that this is an opportunity for a fuller discussion of the results and feedback from the Scotland Committee survey that will help create an action plan for the Committee.

10.2 During discussion the main points raised were:

- i. Members would like more clarity about what is expected in an ambassadorial role
- ii. Members would like to improve understanding of role as a Committee member in terms of strategic direction and interaction with the UK Board and corporate Committees
- iii. Officers responded that a new Board/Committee handbook is being developed that could provide some clarity
- iv. It would be helpful to have a presentation on governance that focusses as a refresher of good practice
- v. Members would welcome more opportunity to contribute e.g. strategy renewal session
- vi. Pre meetings are very useful and effective
- vii. The quality of Committee papers is good and Members understand that a lot of work goes into them but it would be helpful to stick to a distribution deadline
- viii. Ambassadorial role - important to receive a brief including key messages
- ix. Members suggested that a calendar of activities could be shared with Committee as there are lots of different events and it would be good for Members to have a better sense of what is happening
- x. It would be helpful for newer Members to attend events with more experienced Committee members
- xi. It would be useful for members to spend some informal time together; initially this could be a pre Christmas get together

10.3 Officers commented that we are mindful of Members' time commitment and want to pitch opportunities/events in right way. often opportunities arise a short notice but the team will plan as much as can to support it.

10.4 The team will create an action plan to be implemented over the next year. Members and Officers can continue to suggest ideas.

ACTION, Fiona Grant/Kirsty Nairn

11 PLACE UPDATE (SCOTLAND COMMITTEE P22/37)

- 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 Committee commented that they would like to maintain the connections and have the opportunity to share their knowledge with all of the Place teams not just their own Place based team. It was agreed that an item will be added to the January 2023 Scotland Committee meeting agenda for a discussion about what a good reapplication looks like as a pilot of how Members and Officers can work together and share their expertise.

ACTION, Fiona Grant/Roddy Byers

12 OVERVIEW PAPER (SCOTLAND COMMITTEE P22/39)

- 12.1 Roddy introduced the paper highlighting the following:
- i. Enquiries and applications continued to be high in August and September
 - ii. Funding teams have been busy progressing Cost of Living grant uplifts
 - iii. The grant holder support pilot will continue until August 2023
- 12.2 Roddy gave a presentation on our updated budget position highlighting that as we review our position at the end of quarter two we need to address further pipeline pressure on Improving Lives and Community Led as a result of the change to our closure plans. It was recommended that Committee should approve utilising the current £5 million in the unallocated budget and apply these funds to Improving Lives and Community Led budgets based on place team pressures.
- 12.3 The Committee agreed the recommendation to move the current £5 million in the unallocated budget line to Improving Lives and Community budgets based on place team pressures.

13 KYLE OF SUTHERLAND DEVELOPMENT TRUST - FALLS OF SHIN VISITOR CENTRE

- 13.1 The Committee noted the update that Roddy and Dougie gave on our ongoing discussions and the work undertaken with the Kyle of Sutherland Development Trust about the Falls of Shin Visitor Centre.
- 13.2 During discussion the main points raised were:
- i. Recognise the pressure that the Trust is under
 - ii. A community solution is preferred in order to retain the asset in community ownership
 - iii. The need to be realistic about what is happening in the world just now and the implications this will have for a community group taking over the running of the Falls of Shin Visitor Centre
 - iv. A number of interests have to be balanced when seeking a solution to this issue
- 13.3 The Committee agreed to:
- i. To support Kyle of Sutherland Development Trust with up to £20,000 to support ongoing costs associated with the Falls of Shin Visitor Centre for the period 1 September 2022 to 30 November 2022 whilst possible community solutions to the ongoing ownership and running of the Falls of Shin Visitor Centre are investigated

- ii. A deadline of end of November 2022 for expressions of interest to be submitted to take over the Falls of Shin Visitor Centre

14 AOB

14.1 There were no items for AOB.

15 DATE AND VENUE OF NEXT MEETING

15.1 The next meeting will be held on Wednesday 30th November.

16 FINISH

16.1 There being no further business the meeting finished at 2.30pm.