

MINUTES
THE NATIONAL LOTTERY COMMUNITY FUND
MEETING OF THE SCOTLAND COMMITTEE HELD ON
WEDNESDAY 4 OCTOBER 2023 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
Aaliya Seyal	Scotland Committee Member

In attendance:

Roddy Byers	Head of Funding
Simone Falaja	Head of EDI (item 10)
Nick Gardner	Head of Climate Action (item 9)
Fiona Grant	Business Support Officer (Governance) (minutes)
Martin Grant	Funding Officer (item 6)
Lucy McDonald	Head of Knowledge & Learning
Neil Ritch	Scotland Director
John Rose	Wales Director (item 9)
Dougie Spence	Funding Manager (item 12)
Landa Sullivan	Head of Communications & Engagement
Michelle Wilson	Funding Officer (item 12)

Guests:

Kim Jackson	Burnhill Action Group (item 6)
Lizzie McDonald	Burnhill Action Group (item 6)

1. OPENING REMARKS

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. This will be our last meeting held in the boardroom as we will be reconfiguring our office space
 - ii. We will be joined by Kim Jackson and Lizzie McDonald from Burnhill Action Group for item 6
 - iii. We will be joined by Simone Falaja, the newly appointed Head of EDI (Policy & Practice) for item 10.

2 APOLOGIES FOR ABSENCE

- 2.1 There were apologies for absence from Martin Johnstone, Janet Miles and Naila Wood.

3 DECLARATION OF INTERESTS

- 3.1 There were no declarations of interest.

4 APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 16 AUGUST 2023 (SCOTLAND COMMITTEE MINUTES 23/05)

- 4.1 The minutes of the Scotland Committee meeting held on 16 August 2023 were approved.

5 MATTERS ARISING

- 5.1 The Chair gave an update on the UKFC meeting held on 19 September 2023 which the Committee noted.
- 5.2 The Chair gave an update on the UK Board meeting held on 28 September 2023 which the Committee noted.

6 PRESENTATION - BURNHILL ACTION GROUP

- 6.1 The Chair welcomed Kim Jackson and Lizzie McDonald to the meeting.
- 6.2 Kim and Lizzie gave a presentation on the work of the Burnhill Action Group highlighting the following:
- i. How Burnhill Action Group was established and the importance to the group of taking a community led approach
 - ii. The range of activities that take place for all members of the community including a wellbeing hub and a family hub
 - iii. How they developed an area in their community to use for activities
 - iv. The plans for the future which include setting up a skills-sharing group for men
- 6.3 During discussion the main points raised were:
- i. It is joy to see the breadth of community activities that are taking place in Burnhill
 - ii. The importance of empowering people to use their voice and help to shape their community
- 6.4 The Chair thanked Kim and Lizzie for their joyful presentation. It is clear how much energy and effort they bring to Burnhill Action Group.

7 TNLCF GOVERNANCE OVERVIEW

- 7.1 Kate gave a presentation on the governance of the Fund highlighting the following:
- i. The structure of the UK Board
 - ii. The process for Board and Committee appointments
 - iii. The role of the Board and Country Committees
 - iv. How Committee members can support place teams to make the best decisions
- 7.2 During discussion the main points raised were:
- i. The presentation gave good framing of the governance structure
 - ii. It is helpful to see and give a better understand the relationship between the Board and its sub-committees
- 7.3 The presentation and a link to the Board/Committee handbook will be shared with Members.

ACTION, Fiona Grant

8 DELOITTE - THE NATIONAL LOTTERY COMMUNITY FUND BOARD EFFECTIVENESS REVIEW (SCOTLAND COMMITTEE P23/35)

- 8.1 Kate introduced the paper highlighting the following:
- i. The Board had a good and productive review session with Deloitte who produced the report
 - ii. The Board has been strengthened over the last year
 - iii. Work in country portfolios has largely been unaffected by the issues raised in the report
- 8.2 The Committee noted the report.

9 UPDATE ON THE FUND'S ENVIRONMENTAL STRATEGY

- 9.1 The Chair welcomed John Rose and Nick Gardiner to the meeting.
- 9.2 John and Nick gave a presentation on the Fund's Environmental Sustainability - mission and plan highlighting the following:
- i. Why a focus on the environment is important and how this fits our mission "it starts with community"
 - ii. An interim outcomes framework has been developed for our mission - focused funding
 - iii. For the environment sustainable mission there are 5 draft outcomes
 - iv. The goals of our environment plan include being a world-class environmental funder and improve the environmental impact of the VCS sector.
- 9.3 During discussion the main points raised were:
- i. It is helpful to get a direction of travel as an organisation and a funder to see what can be achieved
 - ii. This needs to be a proportionate approach
- 9.4 The Chair thanked John and Nick for their presentation which will be shared with Members.

ACTION, Fiona Grant

10 EDI

- 10.1 The Chair welcomed Simone Falaja to the meeting.
- 10.2 Simone gave a presentation on the EDI work going on at Fund highlighting the following:
- i. EDI work is across funding, culture and workforce which are interlinked
 - ii. The culture and workforce work is led by the People Team and Simone is leading the funding approach
 - iii. We are still figuring out how to navigate this shared space and there are plans for collaborative working
 - iv. At the moment the focus is on a baseline understanding and how to develop a One Fund approach
 - v. The current key work strands include equalities training and the development of the equity impact assessment
- 10.3 During discussion the main points raised were:
- i. This is a complex and exciting piece of work
 - ii. There is synergy in the type of funder and employer we want to be and we should be held to account in both spaces with an equity based approach.
- 10.4 The Chair thanked Simone for her informative presentation.

11 OVERVIEW PAPER (SCOTLAND COMMITTEE P23/36)

- 11.1 Roddy introduced the paper highlighting the following:
- i. Demand remains high
 - ii. The current budget position
 - iii. The pipeline for Supporting Great Ideas

12 SUPPORTING GREAT IDEAS - THE CORRA FOUNDATION

- 12.1 The decision on this application is in Annex A to these minutes.

13 GRANTS BUDGETS AND NATIONAL LOTTERY AWARDS FOR ALL INCREASE TO £20K (SCOTLAND COMMITTEE P23/37)

- 13.1 Roddy introduced the paper highlighting the following:
- i. From 15 November 2023, the upper grant size for a National Lottery Awards for All grant will increase from £10,000 to £20,000
 - ii. At present, the 23/24 National Lottery Awards for All (NLA4A) budget does not account for this increase
 - iii. So far in 23/24 demand for NLA4A has been consistently high
 - iv. Assumptions have been made that the ask for up to £20k will not filter through until January 2024 decisions due to the time required for application, assessment and decision making
 - v. An increase of £2.5M in NLA4A budget from January to March 2024 will increase the annual budget by 25%, to £12M and would offer place teams more confidence and certainty through to the end of the year
- 13.2 The Committee agreed the recommendation to:
- i. increase the NLA4A budget from January to March 2024 by £2.5M

14 COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P23/38)

- 14.1 Landa introduced the paper highlighting the following:
- i. The Gathering is taking place in Edinburgh on 7th and 8th November and the marketplace will be back this year and we will have a stall on both days
 - ii. We are also holding a session on day two where we want to encourage open, thoughtful conversations with the sector about our new strategy the future of our funding
 - iii. Kate and Aaliya visited Skills Exchange SCIO with Collete Stephenson, MP
 - iv. Kate visited ApparelXChange with the Cabinet Secretary for Social Justice, Shirley Ann Somerville MSP.

15 DIRECTOR'S UPDATE (SCOTLAND COMMITTEE P23/39)

- 15.1 The Committee noted the Director's update.

16 PLACE UPDATE (SCOTLAND COMMITTEE P23/40)

- 16.1 The Committee noted the place projects update and commented that there were some amazing projects picked out by the place teams.

17 AOB

- 17.1 Members raised the issue of current levels of demand on teams and the challenges of retention and remuneration in some roles. Officers responded that there are a range of feedback and support mechanisms including one to one support, team

meetings, colleague council and trade unions as well as specific wellbeing and welfare support mechanisms. Alongside that the Fund is currently reviewing its employment framework and operating models. This work will be informed by plans to carry out all staff pulse surveys throughout the year. More immediately in Scotland we are in the process of filling vacancies in Funding teams.

18 DATE AND VENUE OF NEXT MEETING

18.1 The next meeting will be held on Tuesday 28th November.

19 FINISH

19.1 There being no further business the meeting finished at 2.50pm.