

MINUTES
THE NATIONAL LOTTERY COMMUNITY FUND
MEETING OF THE SCOTLAND COMMITTEE HELD ON
WEDNESDAY 19 JUNE 2019 AT 10:30AM
AT THE NATIONAL LOTTERY COMMUNITY FUND OFFICES, GLASGOW

Present:

Maureen McGinn	Chair of Scotland Committee
Grant Carson	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:

Martin Cawley	Director, Scotland
Roddy Byers	Head of Funding
Gillian Eunson	Knowledge and Learning Officer (item 9)
Jo Griffin	Business Support Officer (item 9)
Fiona Grant	Business Support Officer (Governance) (minutes)
Martin Grant	Funding Officer (item 13)
Toby Joss	Funding Officer (item 12)
Aine Lovedale	Funding Manager (item 12)
Allison Mathews	Head of Knowledge & Learning (items 1- 9)
Rachael McQueen	Funding Officer (item 13)
Suki Mills	Funding Officer (item 12)
Kirsty Nairn	Head of Business Support
Neil Ritch	Deputy Director (items 1-5; 7-8 & 14)

Guests:

Chris Holloway	Resilient Scotland (item 6)
Helen Forsyth	Resilient Scotland (item 6)
Tom Murray	Resilient Scotland (item 6)

1. OPENING REMARKS

- 1.1 The Chair welcomed everyone to the meeting and noted the following:
- i. Chris Holloway, Head of Resilient Scotland, Helen Forsyth, Chair of Resilient Scotland and Tom Murray, Trust Protector will join the meeting for item 6
 - ii. Funding Officers Verity Caiger and Anna MacKenzie will observe the decision making
 - iii. This is Martin Cawley's last meeting before he leaves to join the Beatson Cancer Care Charity

2. APOLOGIES FOR ABSENCE

- 2.1 There were apologies for absence from Martin Johnstone and Emma Whitfield.

3. DECLARATION OF INTERESTS

- 3.1 Lindsay Graham informed the meeting that she has been appointed to the Poverty and Inequality Commission and that this should be added to her annual declaration of interest.

ACTION, Fiona Grant

4. APPROVAL OF MINUTES OF SCOTLAND COMMITTEE MEETING HELD ON 8 MAY 2019 (SCOTLAND COMMITTEE MINUTES P19/03)

- 4.1 The minutes of the meeting held on 8 May 2019 were approved as an accurate record.

5. MATTERS ARISING

- 5.1 The Committee noted the update about the UKFC meeting held on 13 June 2019 that had been tabled. Stella highlighted that Community Renewal had received a grant from the UKFC Committee to transform lives in deprived neighbourhoods by undertaking behavioural and structural changes around public service delivery - moving to a systematic and people-led approach. This will include neighbourhoods in Edinburgh and Glasgow. It was decided that at a suitable point they should be invited to a Scotland Committee meeting to talk about the work they are doing.

Action, Fiona Grant

- 5.2 As there is significant money coming into Scotland from the UKFC portfolio details of any new awards should be included in the delegated decision spreadsheet that is shared with Members

Action, Fiona Grant

- 5.3 Allison gave an update about Civil Society Futures. The Committee noted that the discovery work phase is still going on. The work we are likely to support is the action focussed community side. A paper for decision is likely to come to Committee in October. Chris Creegan who is leading the work could be invited to Committee in August to give a short presentation about the work he has been doing.

Action, Fiona Grant

6. RESILIENT SCOTLAND ANNUAL REPORT & UPDATE PRESENTATION (SCOTLAND COMMITTEE P19/15)

- 6.1 The Chair welcomed Chris Holloway, Helen Forsyth and Tom Murray to the meeting.

- 6.2 Chris Holloway and Helen Forsyth gave a presentation on the work of Resilient Scotland over the past year highlighting the following:

- i. The impact made by their investments, citing Showcase the Street, Glasgow Film Theatre and CCI Scotland as examples
- ii. The difference that business mentors have made to projects including the Glad Café and The Larder
- iii. The future for Resilient Scotland which includes building their legacy, a partnership with Foundation Scotland and their involvement in the Scottish Governments social enterprise action plan.

- 6.3 The presentation is attached as Annex A to these minutes.

- 6.4 During discussion the main points raised were:
- i. The importance of the Trust having a critical friend to help change and develop and imbed a culture of taking feedback and learning
 - ii. The power of relationships helps to understand communities better and build up trust
 - iii. The Trust has been more vocal in the past year about what it has achieved and its place in the social enterprise market
 - iv. Changing the Trust deed has allowed Resilient Scotland to start to explore other income options including private wealth and philanthropic capital
- 6.5 The Chair thanked Chris and Helen for coming and presenting generously of the work of Resilient and giving an insight into the sector.
- 6.6 The Committee had a brief discussion with the Protector of the Trust and noted the following:
- i. The Protector is confident in the governance and processes of the Trust and that they are able to attract a good calibre of people to the Board
 - ii. The Trust is confident about taking risks and learning lessons
 - iii. It is reassuring to see the confident way they talk about what they have done and how they are looking towards the future
- 6.7 The Committee noted the key achievements and challenges outlined in the report and presentation.
- 6.8 The Committee approved the proposal that we reduce frequency of progress meetings with Resilient Scotland from quarterly to bi-annually.

7. DIRECTOR'S UPDATE (SCOTLAND COMMITTEE P19/16)

- 7.1 The Committee noted the Director's Update.
- 7.2 The Committee requested that if possible delegated decision meetings could be better aligned with members availability. Officers will remind members of the planned timetable of meetings and, going forward, will aim to take a more joined up approach to setting future meeting dates.

Action, Fiona Grant & Roddy Byers

8. COMMUNICATIONS REPORT (SCOTLAND COMMITTEE P19/17)

- 8.1 Neil Ritch introduced the paper highlighting the following:
- i. Due to purdah coverage for the European Elections in May there was a bit of a dip in traditional media
 - ii. Using stories to illustrate grants worked well particularly during mental health awareness week
 - iii. There has been strong coverage of young start grants
 - iv. There was good digital media engagement around the Big Lunch we worked with the Eden Project to promote local projects that were taking part

9. LESSONS LEARNED EVALUATION DISCUSSIONS - HOMELESSNESS AWARDS

- 9.1 Jo Griffin and Gillian Eunson took Members through a lessons learned evaluation exercise to get their feedback on the process taken for the recent homelessness awards.

10. GRANT MAKING SYSTEM (GMS) UPDATE (SCOTLAND COMMITTEE P19/18)

10.1 Kirsty introduced the paper highlighting the following:

- i. The project is being delivered by the Service Design team
- ii. The focus is on working to tight timetable and at pace; within the office there is a small team leading on this
- iii. Scotland will be the first Directorate to go live with GMS
- iv. We have extended the turnaround deadlines for applications until the end of the calendar year to give a period of breathing space
- v. There are other considerations to take into account including 25th birthday and environmental funds and the implementation of the new HR management system will monitor carefully
- vi. The system we are moving to is used by other funders in Scotland; we have met with the Robertson Trust which has been a useful learning exercise
- vii. The Service Design team are looking at the assessment reports and are developing a prototype that we will share with Members to get feedback. This is likely to have a tight turnaround time.

Action, Kirsty Nairn and Committee

- viii. Dates of some place delegated decision meetings might have to change so that we can make the final awards on the FMS before it closes
- ix. We will keep Committee updated with progress

Action, Kirsty Nairn

11. OVERVIEW PAPER (SCOTLAND COMMITTEE P19/19)

11.1 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

12. CONSIDERATION OF APPLICATIONS - IMPROVING LIVES

12.1 The Committee noted the tabled questions and answers.

12.2 The decisions are recorded in Annex B to these minutes.

13. CONSIDERATION OF APPLICATIONS - OUR PLACE

13.1 The decisions are recorded in Annex B to these minutes.

14. AOB

14.1 The Chair informed the meeting that she had visited Smartworks, an organisation that provides a dressing and coaching service for unemployed women with confirmed job interviews. It would be beneficial to link them to organisations that we fund. Kirsty Nairn informed the meeting that Smartworks will be coming into the office to give a presentation to staff. An invitation to this presentation will be extended to Members.

Action, Fiona Grant

14.2 Maureen informed the meeting that she had attended the Scottish Drug Forum's Addiction Worker Training Project graduation ceremony at the Scottish Parliament. AWTP trainees have overcome drug/alcohol problems to embark on this education and training course, undertaking field placements and Scottish Vocational Qualifications in Social Services and Health Care as a forerunner to seeking work in the social care field.

14.3 Maureen informed the meeting that she and Grant Carson visited Paws for Progress. It had been an excellent visit to a motivated and enthusiastic staff group. It is a joined up project addressing rehabilitation goals. Lindsay expressed an interest in also visiting the project.

Action, Fiona Grant

14.4 Martin Cawley informed the meeting that the SFA has agreed to buy Hampden from Queens Park Football Club after the Euro 2020 tournament.

14.5 Lindsay informed the meeting that she had attended the recent digital trustees event. It was positive to see the digital skills on offer and how much people want to help charities.

14.6 Martin thanked the Committee for their support over the past three years. He recognised the support the Committee provide to the Director, staff and work of the Fund in Scotland.

15. DATE AND VENUE OF NEXT MEETING

15.1 The next meeting will take place on Wednesday 21 August 2019.

16. FINISH

16.1 There being no further business the meeting closed at 2.55pm