

BIG LOTTERY FUND SCOTLAND

**MEETING OF THE SCOTLAND COMMITTEE HELD ON
WEDNESDAY 21 APRIL 2010 AT 10.30AM
AT BIG OFFICES, ATLANTIC QUAY, GLASGOW**

PRESENT:

Alison Magee	Scotland Committee Member (Chair)
Liz Cameron	Scotland Committee Member (Vice Chair)
Tim Allan	Scotland Committee Member
Helen Forsyth	Scotland Committee Member
David Green	Scotland Committee Member
Alistair Grimes	Scotland Committee Member
Kristofer McGhee	Scotland Committee Member
Maureen McGinn	Scotland Committee Member
Lucy McTernan	Scotland Committee Member
Shirley Young	Scotland Committee Member

IN ATTENDANCE (BIG LOTTERY FUND STAFF):

Dharmendra Kanani	Director, Scotland
Rona Alexander	Head of Programmes
Kara Brogan	Programme Assistant (items 1-6)
Roddy Byers	Head of Programmes
John Duncan	Public Affairs Manager
Fiona Grant	Admin Officer – Committees (minutes)
John Fellows	Head of Communications and Marketing
Jackie Killeen	Head of Policy and Public Affairs
David Knight	Grants Officer (item 6)
Neil Ritch	Head of Planning and Support
Eric Samuel	Senior Policy Officer (items 1-6)
Shona Ulrichsen	Programme Manager (item 13)

IN ATTENDANCE (GUESTS):

Shirley Tennant	Highlands & Islands Enterprise (item 6)
John Watt	Highlands & Islands Enterprise (item 6)

1. OPENING REMARKS

- 1.1 The Chair welcomed everyone to the meeting, in particular, Programme Assistant, Kara Brogan.

2. APOLOGIES FOR ABSENCE

- 2.1 Apologies were received from Solicitor and Head of Legal Services, Melloney Poole and Programme Manager, Rachel Wood.
- 2.2 The Committee noted that the Solicitor and Head of Legal Services would give her presentation on Trusts at the May Committee Meeting.

3. DECLARATIONS OF INTEREST

- 3.1 David Green declared a non-disqualifying interest in applications from Horshader Community Development, Gairloch and Loch Ewe Action Forum (GALE), Urras Oighreachd Ghabhsainn, Tolsta Community Development Ltd and West Harris

Crofting Trust and in item 14 Development Coll due to his previous role at the Crofter's Commission.

- 3.2 Maureen McGinn declared an interest in applications mentioning potential match funding from Social Investment Scotland, namely Gorebridge Community Development Trust, Urras Oighreachd Ghabhsainn; Glenboig Neighbourhood House as she is a Board member of Social Investment Scotland. It was agreed there was no conflict of interest. She also declared a non disqualifying interest in item 13 relating to DInC as she is a former board member of Evaluation Support Scotland.
- 3.3 Lucy McTernan declared an interest in item 13 relating to DInC as she is Deputy Chief Executive of SCVO. It was agreed that she should leave the meeting for this item.
- 3.4 The Chair declared a non disqualifying interest in the application from Gairloch & Loch Ewe Action Forum due to her previous role at Highland Council.
- 3.5 Tim Allan declared an interest in the application from Trossachs Area Community Transport as he has business interests in the independent petrol forecourt sector. It was agreed that the he would leave the meeting for discussion of this application.

4. INVESTING IN COMMUNITIES – OVERVIEW OF ASSESSMENT (SCOTLAND COMMITTEE P10/17)

- 4.1 The Committee noted the report.
- 4.2 The Head of Programmes advised that the budget was overbid for this final GCA portfolio and in particular highlighted that in some cases the gradings reflected the time available to certain projects to improve and develop their bids by the due date and that these would be brought to members' attention if necessary. Also, that the preference would be to make decisions on the current portfolio whilst retaining the quality threshold achieved over time.

5. GROWING COMMUNITY ASSETS (SCOTLAND COMMITTEE P10/18)

- 5.1 The Committee commended the Senior Policy Officer, Eric Samuel for the high quality and effective contextual information contained in the policy overview paper.

Minutes of items 6 and 8 are recorded in Annex A to these minutes.

7. REJECT REASONS FOR COMMITTEE MEMBERS (SCOTLAND COMMITTEE P07/05)

- 7.1 The Committee noted the reject reasons.

9. MEDIA COVERAGE REPORT

- 9.1 The Head of Communications and Marketing introduced the report highlighting:
 - i. that the £50 million fund announcement had been a success and BIG had achieved its objectives in this regard
 - ii. that the launch of People's Millions and the Heroes Return Partnership had also received good coverage.
- 9.2 Members congratulated the media team, especially Senior Press Officer, Landa Rolland on the success of The Wee Issue. They noted that it was a 'one-off' investment and there are currently no plans in the budget to repeat this but BIG will continue to work closely with The Big Issue.
- 9.3 The Head of Communications and Marketing gave an update on the planning of the liC2 launch. Members noted that the campaign will be built around the impact on beneficiaries and will communicate the message regarding BIG's current and future work targeting the public, stakeholders and potential applicants.

10. APPROVAL OF MINUTES

10.1 The Committee noted the following:

- i. David Green's declarations of interest were solely in relation to his previous role at the Crofters Commission and not to his role at Highland Council.

10.2 With the above amendment the minutes were approved as an accurate record of the meeting.

11. MATTERS ARISING

11.1 Members noted the following:

- i. that the visit by the Cabinet Secretary for Finance and Sustainable Growth in June will be used as an opportunity to discuss the £50 million investment fund and wider liC2 business
- ii. the Chair will meet with the Deputy Director, Third Sector Division, Christine Carlin in May to discuss UK programmes as well as wider Scotland issues. Liz Cameron also requested to attend the meeting as she will be chairing the June Committee meeting.

ACTION, Admin Officer - Committees

11.3 Members agreed that they will elect a member of the Committee to chair the June Meeting in case of any emergency which prevents the Vice Chair's attendance. This will take place at the May meeting.

ACTION, Committee Manager

11.4 The Head of Policy and Public Affairs reported that policy staff are involved in the UK project team for the Veterans programme; they will manage expectations in Scotland and ensure that relevant people are kept informed and engaged with the programme.

11.5 In relation to Our Place staff reported that there will shortly be start up meetings and events in the local communities and the contractors are ready to start early development work.

11.6 The Chair thanked the Committee for their support over the issue of membership of the Resources Committee and advised that she now receives the Resources Committee papers for comment one week before the meeting and the situation will be reviewed again in a year's time.

11.7 Members noted that:

- i. the Chair and Chief Executive of Lloyds TSB Foundation for Scotland have been invited to visit the Scotland Committee on 7 September. The Fund has re-opened for applications but has been given notice of Lloyds TSB's intention to break the covenant.
- ii. there will be a key discussion regarding BPR at the May Board meeting and a further update will be given to the Committee in June.

12. liC2 UPDATE (SCOTLAND COMMITTEE P10/20)

12.1 The Head of Policy and Public Affairs gave an update on the progress of liC2 highlighting the following:

- i. the liC2 materials have passed through Quality Review Group (QRG) and are with the Director, Scotland for final approval.
- ii. the Merlin build timescale has been slightly revised but is still on schedule to enable BIG Scotland to launch.
- iii. a paper is being prepared requesting Resources Committee's agreement, in principle, to the funding arrangement for development support using grant budget in Scotland.
- iv. preparation for staff development and training on liC2 is progressing well in the shape of the 'Carnival of Learning'.

- v. the delegation of decision making at stage 1 to Heads of Programme Management, and on development grants up to £50,000 to Heads of Programme Management has been approved by the Chief Executive as delegated by the UK Chair.

12.2 During discussion the Committee noted the following:

- i. the recent experience of the Wales portfolio and the decision made by the Resources Committee on its proposals to bring development support work currently funded using Section 43b in-house. However, staff noted the different starting points of the approach taken in Wales and the longstanding integration of this aspect of activity within liC1 and that, unlike Wales, Scotland is not seeking to bring this in house and therefore will not incur additional costs to our administration budget. It is the latter issue which caused Resources Committee concern because the Wales proposals would have increased their administration budget significantly. The Scotland proposal is different in many respects, not least in terms of purpose and the use of programme budget. The Committee expressed concerns about the recent UK Board decision on recording equalities data. Members questioned the benefit of this process to customers and its place in BIG's Intelligent Funder approach.
- ii. The Head of Policy and Public Affairs noted that the Scotland Committee had approved the integration of equalities within a wider framework of equalities and empowerment and that this approach has been commended across the UK and is being referenced in future discussion on equality matters. She also noted that the issues raised by Committee had also been discussed at the most recent Intelligent Funding subgroup meeting and a specific meeting on this issue had been arranged on 14 May and staff will provide feedback thereafter.
- iii. Members thanked officers for a positive paper.

The Chair welcomed Programme Manager, Shona Ulrichsen to the meeting.

13. DYNAMIC INCLUSIVE COMMUNITIES

13.1 Lucy McTernan requested that in future she be given information about issues that are not specifically about SVA.

Action, Committee Manager

Lucy McTernan left the meeting for item 13.i.

13. i GRANT MANAGEMENT REPORT INCLUDING SVA UPDATE (SCOTLAND COMMITTEE P10/21A)

13. i.1 The Head of Programmes introduced the paper and highlighted the following:

- i. progress is being made at individual project strand level and BIG is being better kept informed about progress.
- ii. the general relationship with the development of SVA is improved and is working better than a year ago.
- iii. progress is still behind expectations in some strands and there have been other external factors that have affected this. BIG is still having to provide significant input to push progress but there is a shared desire to work better in partnership
- iv. there was disappointment about the lack of proactive media work being undertaken by SCVO as good news stories about SVA are being missed.

13. i.2 The Committee noted:

- i. a strong sense of dissatisfaction about the relative progress of SVA.
- ii. this issue should be on the agenda for discussion at the meeting with the Chair and Deputy Director, Third Sector Division, Christine Carlin in May and also with

the Cabinet Secretary for Finance and Sustainable Growth at the June committee meeting.

ACTION, Committee Manager

- iii. there should be a review of the SVA award at mid point of the grant cycle which should make direct contact with successful participants of SVA

ACTION, Head of Programmes

- iv. there should be clarity regarding the DinC Forum activity and how to refresh it with input from SVA users.

ACTION, Director, Scotland

- v. members would like more detailed information about the impact of SVA and bringing people together to understand and experience the positive signs of progress. The Head of Policy and Public Affairs agreed to explore this option.

ACTION, Head of Policy & Public Affairs

- vi. Members thanked Head of Programmes, Roddy Byers and Programme Manager, Shona Ulrichsen for their work.

Lucy McTernan rejoined the meeting

- 13.i.3 Members commented on the wider responsive element of DinC noting the different stages of progress being made through the interventions made. The work between partners delivering the community engagement and empowerment strand is developing at a faster pace and should enable us to understand the circumstances and conditions in which this form of activity thrives and succeeds. Following a query from David Green on the impact of this work on community planning, staff confirmed that this funding will not relate directly to it but should inform and guide community planning processes in the respective areas that this funding is targeted and more widely will provide essential learning for future policy in this subject matter.

13. ii POLICY UPDATE (SCOTLAND COMMITTEE P10/21B)

13. ii.1 The Committee noted the paper and that it provided useful background.

Programme Manager, Shona Ulrichsen left the meeting.

14. DEVELOPMENT COLL UPDATE (SCOTLAND COMMITTEE P10/22)

- 14.1 The Committee agreed the recommendation to maintain the level of grant funding awarded to Development Coll in April 2009 for the delivery of the 'An Cridhe' project.

15. GRANT BUDGET PAPER (SCOTLAND COMMITTEE P10/23)

- 15.1 The Committee noted the grants budget available to BIG Scotland in the current financial year which had been approved by the UK Board.

16. INTERNAL BUDGETS 2010/11 (SCOTLAND COMMITTEE P10/24)

- 16.1 The Head of Planning & Support Services introduced the paper and advised that:
- i. The Scotland Budget including Awards for All in 2010/11 is £3.6M. This is 6% of BIG's total UK budget of £60.3M and well within the 8.5% target for operational costs. This budget includes only the direct costs of delivery in Scotland and does not reflect a range of central costs such as HR, Legal, IT, Facilities and Finance costs.
 - ii. Officers are aware of issues raised in a Resources Committee report at the need of 2009 relating to the UK accommodation strategy which aims to maximise office space, reduce waste and reflect government and private sector standards for the

use of office space. Officers are working closely with corporate colleagues regarding this.

17. ANY OTHER BUSINESS

17.1 David Green gave an update on the Land Reform Seminar, 'Right to Buy: Where to from Here' which he had attended in Inverness:

- i. there had been a presentation from Island Communities which had received funding from BIG
- ii. GCA 2 had been well received
- iii. following the seminar there is greater potential to take forward issues such as community control.

17.2 As issues around the purchase of Forestry Commission Scotland land had not moved forward, members suggested setting up a meeting with Professor Jim Hunter, leading land reform academic, and the Leader of Highland Council and highlighted that there is a strong community of grant holders to speak on BIG's behalf with key individuals. It was agreed that staff would explore this further after the election and ensure that a meeting took place between the Chair and David Green with the key individuals involved in this 'movement' to include either the Director or Head of Policy and Public Affairs. Members also noted potential to harness the Rural Gateway which has an effective e-based network and might also be able to contribute in generating dialogue on this issue.

ACTION, Head of Policy and Public Affairs

17.3 The Chair advised that further Committee re-appointments were coming up and hoped that the process would be better than the previous re-appointments. The Head of Planning & Support Services confirmed that the Committee Manager has been in contact with Board Secretariat to ensure improved coordination and confirmation of arrangements for this process.

17.3 The Head of Policy & Public Affairs reported that the Director of Finance had offered to attend a future Committee meeting to discuss BIG's financial modelling and costs analysis including an explanation of the underpinning rationale. The Chair requested that this be added to a future agenda.

Action, Head of Policy & Public Affairs/Committee Manager

17.4 The Head of Planning & Support Services gave an update on the UK Board visit in July. The Committee noted that the UK Board will visit some projects between Glasgow and North Ayrshire. Members will be advised of the schedule as soon as it is agreed for their information.

17.5 The Chair advised that there will be three People's Millions decision meetings in July and ideally, as in previous years, three Committee members would join her on the panels together with two members of the public. The Head of Communications and Marketing advised a recruitment drive was underway for new members of the public to participate. It was agreed that Liz Cameron, Lucy McTernan and Shirley Young would attend the meetings.

17.6 Maureen McGinn reported that she had recently attended the Scottish launch of "Making Good Society", the report of the Commission of Inquiry into the Future of Civil Society. The Commission's work, and its conclusions had been summarised in the GCA background paper taken earlier in the meeting. Copies of an executive summary, as well as the full report, were available from the Trust. The report appeared to be the first stage of the Commission's activity, however, no further follow up has been announced.

18. DATE AND VENUE OF NEXT MEETING

18.1 Wednesday 12 May, Big Offices, Atlantic Quay, Glasgow

19. FINISH

19.1 There being no further business the meeting closed at 4.15pm.