



**Scottish Rural
Development
Programme**

**ANGUS COMMUNITY-LED LOCAL DEVELOPMENT PROGRAMME
Integrated Local Development Strategy**

**Angus LAG Meeting
Meeting Room A & B, Angus House, Orchardbank, Forfar
Wednesday 1st June 2016
9.00 – 13.00
Minute of Meeting**

Present:

Gill Lawrie (GL), (Acting Chair) Angus LAG
Mike Strachan (MS), Forestry Commission Scotland
Mark Cessford (MC), Montrose Community Council
Veronica Lynch (VL), Dundee & Angus College
Graham Galloway (GG), DD8 Music
Douglas Pond (DP), Friockheim & District Community Council
Jenny Adamson (JA), Individual (previously Angus Glens Community
Broadband Cooperative
Bill McLeod (BMcL) Federation of Small Business
Alison Smith, Service Manager (Economic Development), Angus Council

Attending:

Shelley Hague (SH), Business Manager (Funding, Policy & Projects), Angus
Council
Graham Hewitson (GH), Service Manager (Communities), Angus Council

In Attendance:

David Tollick (DT), Angus LEADER/EMFF Coordinator
Kim Ritchie (KR), Angus LEADER/EMFF
Angela McMillan (AMC), Angus LEADER/EMFF Clerical Officer
Bruce Thomson (BT) Angus LEADER/EMFF Finance Officer

Apologies

Charles Goodall, (CG) Care about Angus
Gina Ford (GF), Scottish Enterprise
Jim Clarkson, Visit Scotland
Jenni Brown (JB) Kirriemuir community
Bill Sturrock (BS), Brechin & Area Partnership
David Valentine, (DV) Dundee & Angus Chamber of Commerce
Doug McAdam, (DMC) Scottish Land & Estate

1. Welcome, Matters Arising

GL welcomed everyone to the meeting and thanked them for coming.

GL advised the group that due to unforeseen circumstances item 2 would now take place after item 6.

DT confirm that the quorum had been met and is in line with Scottish Government guidance

3. Minutes of last meeting and Matters Arising

There were no further matters arising and the minutes were proposed by Mike Strachan and seconded by Mark Cessford

4. Budget

KR asked if the LAG members were happy with the new layout of the budget report, there were no issues with this.

It was agreed that Learning and Networking budget would be over-spent for 2016, members agreed to increase the budget by £500 bringing the total spend available for 2016 to £1000

KR advised that we were looking into hosting a coordinator meeting but this would depend on the cost. No formal commitment has been given at this stage.

5. Governance & Operational Issues

Recruitment of new LAG Members:

Jeremy Parker was unanimously accepted as a LAG Member

Doug McAdam from Scottish Land & estates has confirmed a replacement for him it will be Hugh Campbell-Adamson. Once we have received his references he will be accepted onto the LAG as a member.

It was discussed that due to the lack of Health and social care representation the LAG members agreed to approach private care sector to see if there would be anyone interested in becoming a LAG member.

GL ran through the governance report no amendments required and recommendations approved

Fast Track Application:

KR ran through the fast track application process

The LAG agreed we would require a group of 5 Members to assess these applications they will be:

Accountable body – Shelley Hague

Chair – Gill Lawrie

Vice Chair – Dougie Pond

Jenny Adamson

Bill McLeod – (still to provide the skills and knowledge matrix)

Mike Strachan (reserve)

It was also decided that any LAG member who had completed a 'skills and knowledge' matrix could be called on as a substitute to assist with these applications

DT informed the group that SG advised that a grant for less than 10% of project costs should only be given in special circumstances, clearly accompanied by a strong argument by the LAG. It was agreed for the fast track process, the award must be at least 10% of the project.

Skills matrix:

Members that have not completed this task were asked to do so ASAP

Assessment training:

Anyone that missed the assessment training and would still like to attend, we will be arranging another session on this when the new LAG members start.

6. Monitoring & Evaluation

DT issued an anonymous EOI List to the LAG detailing total project cost and LEADER funding requested.

National indicator – Feedback was given to Scottish Government but we are still waiting to hear back from them

AS noted problems with the last programme with Scottish Government changing the indicators during the programme and LEADER staff having to back track through projects to correct the changes, which was very time consuming.

2. Application assessment

Friockheim Community Hub

DP left the room

DT reviewed the application process and noted the assessment report which recommended an award of £137,930

The minimum number of assessors is five. DT Confirmed 9/17 LAG Members had submitted an assessment report but only 7 assessments were considered. Within these seven, four were non-public members, which provided compliance with the 51%:49% rule. The two excluded assessments were due to declarations of interest by Angus Council and Graham Galloway.

GL asked is there any reason why we should not make this award.

MC raised his reservations about the project particularly about

- Accuracy of financial and activities projections
- Extent and sustainability of local community support
- The possibility to await completion of the HLF funded aspects before LEADER funding was agreed
- The risk in giving the award only to discover that some outcomes were not achieved

MC also wished to record his personal affinity with this community and his desire to see a worthwhile project like this succeed.

A number of members spoke in support of the project, noting

The extent of research behind the consultations and projections

The longevity and high level of achievement so far of the community group behind the project

The difficulty in teasing apart the HLF and LEADER activities, which had a high degree of interdependence

The good arrangements in place to release grant in phases dependent on project progress, although, overall, the acceptance that LEADER should still be in a position to accept that some projects take worthwhile, carefully considered risks and then still come up short.

VL asked if the lottery money was being used as match funding. SH advised that they needed the LEADER money to receive the lottery money

Application agreed without a vote on the condition

- That the asset transfer is fully documented and completed in enough time to start and complete the project by the programme end-point (claims finalised by Dec2020), noting the impact of any delays on current estimates for pricing and scheduling.

7. Animation, Networking and Communication

Web site:

Unfortunately an offer to design our website had fallen through; we have now contacted the college and VAA who will hopefully assist us with this. DP has said he would be happy to help design.

European Rural Parliament:

Bill Sturrock and Sarah Hyslop from Ayrshire LAG have both been to Sweden. They are now back and hopefully we will circulate their report by email.

Georgia ENPARD project:

Visit at the end of the month planned Mike and 1 other will be going Douglas Pond, Graham Galloway and Bill McLeod have voiced an interest DT to discuss with them who will be going. Georgia are looking for further help with the assessment process.

Once this project is complete, for the next round they will not be using any of the current partners due to national rules being applied within Georgia.

There is an expectancy to hold a final project conference at the end of 2017

Scottish Government issues:

We are still awaiting the LARCs system. SG have confirmed 6 super users will be trained from other LAGs, this training has now started on the system

SG have also constituted a couple of meetings for the accountable bodies 9th June at Kirknewton and the Chairs' meeting to be held on the 30th June, probably at Falkirk.

SG advised the LEADER team of a Monitoring visit in July/Aug date; still to be confirmed

Cooperation:

Budget allocation £275,000 minimum

DT confirmed that no cooperation guidelines have been received from SG

Youth cooperation – Perth & Kinross, Cairngorms & Highlands

Business Development Advice – Cairngorms & Perth & Kinross

'Outside of the Box' from central Scotland - very keen on Angus to develop rural pilot for older peoples' services

DT Rural skills group asked the LAG is they would be interested in hosting this

MS advised of a meeting to be held 15th June with Rural Skills Scotland

7. SRP Update:

Bill Sturrock has now taken over from Derek Harper as chair of the Angus Liaison Group of the SRP

Rural Parliament taking place in Brechin 6- 8th October

AS advised that the RP have agreed to look at their advertising of this event due to people not knowing what it is about.

8. NESFLAG Update

KR, DT & SH met with Jamie Wilkinson (he took up the NESFLAG coordinator position in April 2016), Jamie is looking to host a small NESFLAG Launch in Arbroath date still to be confirmed. Next EMMF meeting is 24th June in Peterhead.

There was also discussion around how to increase Angus attendance at NESFLAG meetings. MC said if required he may be able to attend

SH advised that although they have a pot of £114,960 there is a larger pot held by the EMMF. Applications for this are done the same way through the NESFLAG website by sending in an EOI and the coordinator will forward it onto the EMMF-NATIONAL if required.

9. AOB

AMC advised the LAG that the secure file-transfer used for circulating the Friockheim application papers is not a storage system and that after 14 days the file-transfer link expires. on receipt of the link the LAG members need to download files onto their computer which can then be deleted once finished assessing.

It was agreed the LEADER team would contact LAG members not at this meeting to find out if they had any problems with the assessment process. BMcL noted that he had misunderstood that we would be assessing the project at the meeting, so had not previously submitted an assessment.

Romania:

MS ran through a brief summary on his visit he also handed out a written summary to the LAG - this is attached. It was agreed that a small group would be convened to look at rural skills in Angus, noting the interest of MS, VL, the Council's employability service, DP's background with SQA and a number of local organisations and individuals.

Dates of next meetings are now set –

- 7th September 2016 at 10.30am
- 7th December 2016.

To be held at Angus House Forfar.