



**Scottish Rural  
Development  
Programme**

## **ANGUS COMMUNITY-LED LOCAL DEVELOPMENT PROGRAMME**

### **Integrated Local Development Strategy**

**Wednesday 2 December 2020 at 14:00 to 16:00**

**Venue – Microsoft Teams – hosted by David Tollick on behalf of LEADER**

#### **Draft minute of meeting**

##### **Present: LAG MEMBERS**

##### **Private Sector:**

Douglas Pond (DP) (**Chair**) – Individual (Left at 2:30pm)

Gill Lawrie (GL) (Vice Chair) – Angus Countryside initiative (**Chaired** after DP left at 2.30)

Graham Galloway (GG) – DD8 Music/Kirrie Connections

Graham Hewitson (GH) – Individual

Hugh Campbell Adamson - Scottish Land & Estates

Lol Scragg (LS) – Dundee & Angus College (D&A)

##### **Public Sector:**

Alison Smith (AS) (**Vice Chair**) – Service Leader (Economic Development) - Angus Council

Gina Ford (GF) - Scottish Enterprise (by Skype)

##### **LEADER Staff:**

Shelley Hague (SH) Business Manager (Funding, Policy & Projects)

Dave Tollick (DT) Angus LEADER/EMFF Co-ordinator (Host)

Karen Hamilton (KH) Angus LEADER/EMFF Clerical Officer

1. **Apologies:** Caroline Warburton (CW) - Visit Scotland  
Jenny Adamson (JA) – Individual  
Jeremy Parker (JP) – NFU Scotland, Dundee & Angus Chamber of Commerce  
Mike Strachan (MS) – Scottish Forestry  
Mark Cessford (MC) – General Manager, RIY Shipping (Scotland) Limited

## **Welcome**

DP Welcomed all those attending on TEAMS today.

2. **Minutes of last meeting (June 2020) and Matters Arising**

Gill led this item as she had chaired the last meeting. The minute was proposed by Hugh and seconded by Gina.

### **Matters arising (not covered in 02/12/2020 agenda)**

RPID inspectors which involved the Angus Projects (Auchlishie, Denfind and the Library bus) were completed satisfactorily and were now concluded.

Flourishing Destinations there is now a Brechin pilot community tourism project being run now through Social enterprise network Scotland (SENScot), on the back of our LEADER project

Rural Youth Project (RYP) were nominated for the Amazon-led British Rural Enterprise of the Year Award **DP** Are Smart Villages involved? **DT** Yes, they are like a sub-contractor to RYP

3. **Budget**

- i. **Admin & Animation Budget**

£51,000 underspend by the end of calendar year 2020 with £17,500 of that needed as staffing budget for first three months of 2021.

There are four items highlighted:

- i.i. **Staff Travel** – was £1,300 and now reduced that to £200 budget as no spend presently.
      - i.ii. **Communications** – was £10,000 budget for Monitoring and Evaluation Contract, which has not been contracted yet, and we will discuss a little later in the meeting.
      - i.iii. **LAG Member Costs** – £2,000 budget, this is likely to remain substantially unused, only spend £179 (11 months of 12), so reduction on this budget too.
      - i.iv. **The consultancy costs** were budgeted at £15,000. This has been contracted, about 6 weeks ago, for just under £10,000; discussed further in the Agenda.

Total programme budget was £2.7 million, and we are likely to hand back about £35,000, considering the spend from the £51,000 minus £17.5 staff costs for 2021

The accountable body was comfortable with the budget position.

The Legacy Event was £3,000 including coms and promotion that we had put out recently as well.

ii. **Projects Budget**

£2,111,095.69 is currently committed across all the projects. Some projects are still underway, and still claiming money from us. The amount committed could reduce slightly if there are a few more underspends returned by projects.

Two transnational projects for discussion:

ii.i. **ENGINE Project** underspend of £4,781 will not be spent this financial year, i.e. not before March 2021. The SG know that and it is within their gift to accrue money into further years but they have not decided to do that yet. But we are obliged to show them the money that could not be spent. That amount was to run a 2020 summer programme exchange between Scotland and Sweden, but this could not happen because of COVID.

ii.ii. **Our Rivers** project we might possibly be left with about £1,900 but this has not been confirmed but if we are in a position to declare an underspend we can go back to the SG who can recycle it or accrue it, if such a thing is going to be possible.

There is no way that projects can go beyond March 2021 without an implication for staffing. There is currently no scope for the Accountable Body to extend the contracts beyond 31 March 2021.

There is an Accountable Bodies meeting on the 10 December 2020 which Alison and Shelley are attending to further discuss what is going to happen after March 2021.

iii. **Drawdowns from Scottish Government**

No issues at the moment. Drawdown 36 has just gone in, with another £17,500 just submitted for recovery from SG.

4. **Selected Project updates including CV19 Issues**

i. **Ashbrook Nursery and Garden Centre Decision required**

Ashbrook submitted a change request –document 4.11. several members spoke in support of the request. Gina proposed and Hugh seconded approval and it was agreed without a vote.

ii. **LEADER Legacy-Event**

Not all the LAG attended, and one or two people apologised on the day but feedback during and after the event had been very positive.

iii. **Auchlishie Farm Equestrian Bunkhouse and**  
iv. **Farm Tours Toilet Provision**

**Nicol Associates-Newton Farm** and **Auchlishie Bunkhouse** are the two projects are using maximum available extensions. These are new risks that have been reported in the last 10 days. Both these projects are reporting that they have difficulty getting suppliers and trades to turn up. The maximum level of extension will be the 28 February 2021 to give us another

month in order to process any financial implications and run the whole claims process and get money back from the SG. We submit these risks on a risk register for the SG – they will be added to the risks for ENGINE and for Our Rivers, discussed above. LAG members supported reasonable extensions to allow Auchlishie and Newton Farm to complete.

## 5. Monitoring and Evaluation

### i. ADR Consulting – NA Ramsay

The ADR consultancy covers remaining Project-completion reporting. They are also working their way through projects that are still running, some of whose reports may need made as 'interim completion reports'.

### ii. Annual Certificate of Compliance – Angus Council internal audit.

This has been submitted within the deadline to the Scottish Government under Alison Smith's name, including the annual Internal Auditor report.

### iii. LDS M&E Contract

Still some issues to clarify. We have £10,000 budget against this but the Legacy Report which was delivered through Shelley Project and these completion reports delivered by ADR consultancy already cover much of the Monitoring and Evaluation. DT proposed contracting only £5,000 for 4-6 weeks work to start at the middle to end of February at the latest and running to the end of the programme. The contract is to be put on the Public Contracts Scotland portal hopefully by Christmas.

The LAG agreed to keep the £10K in the budget but that this could be reviewed when it is better seen what the Legacy report and completion reports can already cover. The LAG requested that a professional contractor be engaged to support our end of programme M&E with good quality publicity and media including digital and video.

## 6. Governance & Operational Issues

### Programme Closure

It was agreed that there will pressure of work across the coming three months but that the required closure processes should all be feasible.

## 7. Animation, Networking and Communication

### i. & ii. AB Meetings & Chairs Meeting

AB meeting this week. Not been any Chairs meetings and we do not know when there is going to be another one.

The LAG discussed a number of issues affecting the post-LEADER community-led rural development, including UK Shared Prosperity Fund and the regional economic partnership approach. The LAG noted

- The SG's stated desire to retain the positive legacy from the current "CLLD-LEADER" approach

- The importance, during the Pandemic response, of 'locally developed solutions'
- The desire of all currently LAG members to be involved going forward, as evidenced through the Legacy report
- The continued lack of clarity on UKSPF, and the independent views on this from UK and Scottish governments.
- The extreme lack of time left to allow any smooth and unbroken transition from LEADER to a post-March 2021 alternative.

8. **NESFLAG**

Same position as in previous minutes. The only thing that might creep onto our Agenda that is on the NESFLAG Agenda is the UK Share Prosperity fund and the future of funding. Angus Council is also involved with ESEC (East of Scotland European Consortium) on these issues and will update the LAG with anything relevant.

9. **Any other business**

**DT** - Graham Galloway reported on a cooperation project he is involved with – the Dementia Connected Communities Project - further contact with GG after the meeting for anyone who is interested.

10. **Final Meeting**

**3 March 2021 2pm** by MS Teams videocall is the last scheduled LAG for Angus LEADER 2014-2020.