

Argyll and the Islands LEADER Local Action Group Meeting
Committee Room 1, Kilmory, Lochgilphead and Lync/Teleconference
Thursday 15th March 2018 10.30 AM

MINUTE OF MEETING

| LAG Attendance | Name | Organisation | Sector |
|-----------------------|---------------------------------------|---|---------------|
| | David Adams McGilp (Vice Chair) (DAM) | Visit Scotland | public |
| | Marina Curran Colthart (MCC) | Argyll & Bute Local Biodiversity Partnership | public |
| | Alistair McLaren (AMcL) | Third Sector Interface | private |
| | Alastair Fleming (AG) | Scottish Islands Federation | non-public |
| | Iain Johnston (IJ) | Kintyre Cultural Forum | private |
| | Lucy Sumsion (LS) | NFU Scotland | private |
| (phone conference) | Stuart Shaw (SS) | Scottish Natural Heritage | public |
| | | | |
| LAG Apologies | Iain MacInness(Chair) | Cowal Area Network | private |
| | Colin McLean | HIE | public |
| | Reeni Kennedy Boyle | Fyne Futures | private |
| | Hannah Robinson | LLTNP | public |
| | Arlene Cullum | Argyll & Bute Council | public |
| | | | |
| | | | |
| In Attendance | Ishabel Bremner (IB) | Argyll & Bute Council (Accountable Body) | |
| | Mary Louise Howat (MLH) | Strategic Co-ordinator / Argyll & Bute Council (Accountable Body) | |
| | Mary Simpson (MS) | Argyll & Bute Council (Accountable Body) | |
| | Kwasi Addo (KA) | Development Officer | |
| (video conference) | Dorothy Middleton (DM) | Compliance Officer (minutes) | |

1) Sederunt and Apologies

David Adams McGilp as Chair opened the meeting at 10:50 am and welcomed all to the meeting.

1.1 Sederunt

Attendance were noted as above.

1.2 Apologies

Apologies were noted as above.

2) Declarations of Interest

There were no declarations of interest.

2.1 Quorum

7 LAG Members participated with 6 LAG members in attendance and 1 participating by phone conference, 3 non-public members and 4 public members, the meeting was quorate.

3) Minutes

3.1 Minute of 7th December 2017, HIE Offices, Kilmory, Lochgilphead

Minute was approved with no changes

Proposer & Seconder

Minutes were proposed by Iain Johnston

Minutes were seconded by Alastair Fleming

Signature of Minute

3.1.1 Matters Arising

LS commented on the application from Cairndow Community Childcare Ltd she though it unfortunate that the application was turned down and had issues on the decision.

Re the 24 nursery places that the facility would have provided – this would have had a knock on effect, as it would have provided support for supporting 24 families including children in care, and would have been economically viable. It would have contributed to the economic viability of the whole area. Children in care who meet in a hotel at the moment would have been supported in a better facility. The Strachur area at present does not have wrap around care for working families and Argyll & Bute Council were in support of these families using this facility.

LS explained that the project is going ahead without LEADER funding. MLH informed the applicant that there is a procedure for formal complaints and she would send LS the information for this should the applicant wish to lodge a formal complaint.

MCC suggested that the LAG would have to be consistent in their decision with any future applications of this kind.

DAM wished the project every success and explained that there had been a 6 – 1 vote in the project being rejected.

Questions had been asked of the project, these remained unanswered although the Development Officer had been diligent they were bound by rules. It was suggested that a more in-depth discussion should have taken place involving all LAG members.

MLH encouraged all LAG members to provide comments when scoring, which could be read out at the LAG meeting, when LAG members could not attend in person. DAM asked all LAG members for their thoughts on this.

DECISION – ALL MEMBERS AGREED

3.2 **Minute of 1st February 2018, Teleconference**

Minute was approved with no changes

Proposer & Seconder

Minutes were proposed by Stuart Shaw

Minutes were seconded by Iain Johnston

Signature of Minute

4) Progress Reports

4.1 **Co-ordinator's Reports**

4.1.1. Financial Report

MLH advised the LAG members that if application's considered today were approved this would exceed the 10% allocation for small business within theme 3.

4.1.2. Co-operation Projects

MLH gave an update on Co-operation projects explaining that there had been interest in a project but things have been progressing away in the background.

4.2. **Accountable Body Report**

4.2.1. Accountable Body Meeting update

IB was unable to attend the Accountable Body meeting in person on the 8th February 18, and was unable on the day to connect electronically.

A letter of complaint had been received from Inspiralba and had been sent to the Accountable Bodies meeting for information. V Dunlop of SG had called IB to discuss issues in the letter, SG were working on the system and are coming up with work arounds to the issues.

IB distributed copies of letters from both Inspiralba and the response from the Cabinet Minister.

Through Council quarterly reporting the issues/problems have been picked up by Aileen Morton, Council Leader who has sent a letter to the Cabinet Minister. A reply has been received asking the Aileen Morton meet with Fergus Ewing in April.

IB thought it useful if a response from the LAG on details of the letter from the Council before the April meeting.

DECISION – IB to let A McNicol know of issues to be brought up at April meeting

A discussion took place on the LEADER programme in general, various comments below:

AM – Programme need promoting better, TSI does not promote LEADER to its members as it is a very challenging fund and is in agreement with Inspiralba. He suggested arranging a meeting of potential applicants where a LEADER officer could promote the programme.

LS – Farm Diversification – would agree that the vast majority would not support LEADER, knows of a project waiting from September to have final Claim paid out. MLH explained that there had been problems paying out final claims, SG has been approached and this is now recognised as a problem and a workaround is now in place.

MCC – Community groups find it very difficult to use, look at making the process easier for small groups to use or they will lose funding.

AF – Community Volunteers have no time to get involved to understand the system hence his organisation has not made an application as yet. A new employee may take this forward.

DAM – Explained that this is a flawed system that will not be changed and have to be used as is.

LS – Suggested a short survey to applicants who have used LARCs

5) Matters arising

5.1 **LEADER staff update**

Shortleeting has taken place, interviews to be held on 23/3/18 – panel members are Iain MacInness, Ishabel Bremner and Mary Louise Howat.

5.2 **Budget Considerations (for decision)**

MLH explained that Theme 3 – SBSS is low on funds having £88K remaining, with a project coming to the LAG in this round for £134K. 10% of the overall budget has been set for theme 3, SG has advised that that this figure can increase but not decrease. After lengthy discussion the LAG agreed a £400K increase to the Enterprise theme from £488K to £888K with an option to increase this if there was a surge in Enterprise projects, this could be done by e-mail in future.

APPROVED BY ALL MEMBERS

It was agreed that MLH will look into the intervention rate used by other LAG's on themes 1 & 2, with the intention of raising this to encourage new community projects to come forward. Once his information is gathered MLH will summarise and e-mail LAG members for a response.

MLH to ACTION

5.3 **EOI application process**

A new process is in place where EOI's are now assessed weekly as opposed to quarterly. This ensures a quicker turnaround, and will keep to last submission date prior to LAG as advertised. Applicants are being advised that it will take approx. 6 -8 weeks to work up an application form.

5.4 **Updated Scottish Government Guidance**

MLH asked the LAG members to be aware of the new guidance from the SG and to check that they are using most recent versions which will be on the SRN website, links below.

<https://www.ruralnetwork.scot/general-applicant-guidance-version-5>

<https://www.ruralnetwork.scot/lag-project-assessment-and-general-guidance-version-4>

No significant changes other than Farm Diversification (5.1.3) contains an upper limit of £70,000 in some circumstances. Also note that repairs are now an eligible cost.



6) Consideration of Applications

1 – 04/P00056 – Balliemeanoch Farmhouse and Steading -Balliemeanoch Steading Cottages

No declarations of interest.

| |
|--|
| LDS Theme |
| Theme 3: Farm Diversification and Small Business Support |
| Objective |
| Small Business Support |

| Scoring submitted prior to meeting | | | |
|------------------------------------|----------------|------|-----|
| Average Score | Number Scoring | High | Low |
| 26 | 8 | 34 | 9 |

Comments

LAG members found this a difficult project to score as some elements of the scoring were not relevant to the project.

Good opportunity to extend into holiday lets. As this is a capital project it will be monitored for 10 years.

Bringing new jobs to the area and providing quality high standard accommodation.

Although return on investment is low, it was felt that the overall project was good for walkers on the Cowal Way.

APPROVED BY ALL MEMBERS

2 – 04/P00075 - 1st Helensburgh Scout Group – Development of a Youth Campsite

No declarations of interest.

| |
|---|
| LDS Theme |
| Theme 2: Enhancing the services and facilities in the Argyll and the Islands area to attract individuals, families, visitors and investors to grow and maintain economically viable communities |
| Objective |
| Objective 1: To support community-based initiatives to improve and or retain access to services for those living within rural areas and to encourage people to come and live in these communities |

| Scoring submitted prior to meeting | | | |
|------------------------------------|----------------|------|-----|
| Average Score | Number Scoring | High | Low |
| 27 | 8 | 34 | 10 |

Applicants seeking a decision in principle, subject to the provision of a Building Warrant.



Comments

This project will improve facilities for young people.

There is a deficit of this kind of facility in the area.

The applicant has a 6 year lease with the existing estate which will finish in 2024 – there is no unforeseen problems in renewing/extending the lease at that time.

All residents in the area have been contacted through the planning process.

APPROVED IN PRINCIPLE BY ALL MEMBERS

7) AOCB & Date of Next Meeting

ACT Hubs – 04/P00004 – Change request – LAG Approval

| Application Form | Change Request 005 |
|--|---|
| <p>Project Plan - Project Summary</p> <p>ACT Hubs will work with community groups across the area to develop schemes which maintain, enhance, and realise the benefits of their local assets for the benefit of visitors and for the local economy. ACT will take up ideas instigated locally and assist communities to develop options to generate income, increase visitor numbers, maximise potential and improve the area's facilities. We will take one project, from each of Argyll's eight areas forward to a costed proposal. These proposals will be available for future implementation once the resource and delivery body is identified and agreed with the communities and project partners involved.</p> | <p>ACT Hubs will work with community groups across the area to develop schemes which maintain, enhance, and realise the benefits of their local assets for the benefit of visitors and for the local economy. ACT will take up ideas instigated locally and assist communities to develop options to generate income, increase visitor numbers, maximise potential and improve the area's facilities. We will aim to take eight projects, one from each of Argyll's eight areas if possible, forward to a costed proposal. These proposals will be available for future implementation once the resource and delivery body is identified and agreed with the communities and project partners involved.</p> |
| <p>Project End Date July 2018</p> | <p>Revised Project end date of October 2018</p> <p>An extension of 3 months. ACT Hubs have uploaded information relating to 8 potential projects, 4 of which require extensions to September to enable them to be delivered.</p> <p>A revised project end date of October 2018 would allow time for ACT to defray costs relating to the ACT Hubs staff and potential external expertise required.</p> |
| <p>Approved Costs Consultancy £20,000</p> | <p>Consultancy £16,000 (reduction of £4,000)</p> |
| <p>ACT Hubs project officer, marketing officer and finance officer £50,662</p> | <p>ACT Hubs project officer, marketing officer and finance officer £54,662 (increase of £4,000)</p> |



| Milestones | |
|---|--|
| <ul style="list-style-type: none"> • Milestone 3 (Oct – Dec 2017): less £7500 • Milestone 4 (Jan – March 2018): less £7500 • Milestone 5 (April – July 2018): add £15000 | <ul style="list-style-type: none"> • Milestone 3 (Oct – Dec 2017): reduced from £28,600.35 to £21,100.62 • Milestone 4 (Jan – March 2018): reduced from £19,110 to £11,610 • Milestone 5 (April – Oct 2018): New total £31260; • Milestone 5 Add New Cost line: Consultancy Costs £16000 |

APPROVED BY ALL MEMBERS

Dormant LAG Projects

MLH asked the LAG to approve a process to deal with the length of time projects sit on LARCs with no activity before writing to them asking if they would like to be withdrawn. MLH confirmed that the information on these EOI's would be available on LARCs.

The wording in a draft message was agreed and a suggestion of including a survey to gather information was put forward.

ALL MEMBERS APPROVED PROCESS

American Visitation

American's visiting on 11th April want to meet a LAG to discuss rural issues. They are staying in Crainlarich SRUC farm. MLH asked all members to join the meeting and to give suggestions as to where this could be. Suggestions included both Rockfield in Oban and Dalmally. MLH will e-mail info and an invite to all LAG members.

Gleaner oil Site

MLH reported that Gleaner Oil site had been approved in principal and they had already gone out to tender, which was not a concern as such. The BoQ document that had been uploaded to LARCs at approval stage was not the BoQ used in the tender process.

SG has been contacted and they have agreed that the correct BoQ used at tender stage can be uploaded as long as this is approved by the lag. The consequences of this are that the project costs are slightly less being reduced from £609K to £602K and the LEADER grant would be down slightly in line with this.

ALL MEMBERS APPROVED PROCESS

Date of next meeting

The date of the next meeting will be 21st June 2018, venue TBC

DAM thanked everyone for their attendance and input to the meeting and closed the meeting at 13:10pm.

Signed _____ date _____

