

BLACK ISLE LOCAL AREA PARTNERSHIP (LAP)

Black Isle Leisure Centre – Meeting Room

Tuesday, 22nd January 2009:6.00 pm – 7.30 pm

Note of Meeting (draft update 22 April 2009)

PRESENT:

Isobel McCallum	IM	Highland Councillor (Black Isle) (Chair)
David Alston	DA	Highland Councillor (Black Isle)
Bill Taylor	BT	Black Isle Partnership
Wanda Mackay	WM	Cromarty and Culbokie Youth Action Groups and Youth and Community Representative
Alan Hunter	AH	Cromarty Bowling Club and Community Representative
Caroline Eccles	CE	Community Representative and Ross shire Waste Action Network
Fraser Thomson	FT	Youth and Pupil Representative – Fortrose Academy and Black Isle Ward Forum
Paige Shepherd	PS	Youth and Pupil Representative – Fortrose Academy and Black Isle Ward Forum
David Jardine	DJ	Forestry Commission Scotland
Ian Mackenzie	IMac	Business Representative – Director MacGregor Industrial Supplies

IN ATTENDANCE:

Diane Agnew	Di	Highland Council, Black Isle Ward Manager
Liz Whiteford	LW	Leader Development Officer

APOLOGIES:

Andrew Thin	Scottish Natural Heritage
Billy Barclay	Highland Councillor (Black Isle)
Craig Fraser	Highland Councillor (Black Isle)

ITEM	DISCUSSION/ACTION	ACTION
1	Welcome and Introductions IM welcomed everyone along to the second meeting of the Black Isle Local Area Partnership and thanked everyone for taking forward the actions from the first meeting. Ian Mackenzie (IMac) was welcomed to his first meeting of the Partnership and round table introductions were then undertaken The Standards for Community Engagement were tabled and IM reminded the Partnership that the Standards were adopted at the first meeting of the LAP.	ALL
2	Apologies IM listed apologies submitted. See sederunt.	
3	Note and actions from previous meeting Notes and actions of previous meeting along with updated actions in red were tabled. IM took everyone through the note. The note and actions were approved by AH and seconded by WM.	
4.	Matters Arising There were no matters arising.	

5. Draft Interim Black Isle Community Development Plan

Di/LW

DA and BT reported back on the updates (as delegated to DA and BT) to the draft plan. BT stated that the plan clearly needs a lot more work for it to become a Community Development Plan. However the Plan did meet the criteria for the purposes of Highland LEADER Programme and it was agreed that the Plan be signed off and put forward to the Strategic LAG for approval in order that the funding can be released and the Black Isle Local Area Partnership may consider applications received.

Actions to date: The Black Isle Community Development Plan has been submitted to the Strategic LAG for consideration along with a covering paper with extract as follows:

Di/IM

.... copy of the Interim Community Development Plan for the Black Isle as approved by the Black Isle Local Area Partnership on 22nd January 2009. Members of the Partnership would like to highlight that this is a work in progress and that they will regularly review and plan and have also taken a decision to continue to develop the plan with community planning for the Black Isle in mind and also to include information and methods to enable monitoring and evaluation of the plan. The Partnership are also looking at training needs for both the Partnership members and the Black Isle communities.

The Plan was approved by the Strategic Local Action Group and a letter dated 5 March 2009 (tabled for information) was received confirming that the Black Isle local area budget until December 2011 is £329,437. It is now possible for the local Partnership to consider applications for LEADER funding. IM as Chair has signed and accepted the terms of the Highland LEADER programme and this has been submitted to the LEADER Chair Highland Strategic LAG.

DA and BT felt that the Plan should have a logical flow and include aims and objectives and include what needs are and how the Partnership/community of Black Isle intend to meet those needs.

DA/BT/Di

It was agreed that a Sub Partnership Group be formed consisting of DA and BT with support from Di to steer the way Black Isle Community Development Plan develops. There was a discussion about the possibility of engaging a consultant and this will be looked into and BT and DA will report back to future Partnership meeting.

ACTION TO DATE: Sub Partnership Group meeting date to be set up following outcome of the current review of the Outcome Agreement.

DA/BT/DA

6. Black Isle Partnership – update on meeting with Directors

BT reported that the Black Isle Partnership (BIP) met on 15 January 2009. This was a very productive meeting and the BIP agreed that they were happy to take on the role of a delivery arm for projects which may cover the whole of the Black Isle.

BT suggested that a way forward may be for members of the Black Isle LAP (those interested/willing) to consider becoming members of the Black Isle Partnership. BT highlighted there would require to be a Extra Ordinary Meeting (EGM) convened. At this stage Members would appoint Directors to the Black Isle Partnership. BT advised that some current Directors may continue whilst others may stand down. There would require to be 21 days notice for an EGM.

IM (Chair) asked if all present would be happy to become members of the Black Isle Partnership. All agreed.

Di to submit a list of Black Isle Local Area Partnership contact details to Black Isle Partnership.

Di

There was an informal discussion on who would be willing to be considered to sit as a Director on the BIP. The names which came forward from the Partnership were:

Bill Taylor, Cllr Isobel McCallum, Cllr David Alston.

Di was asked to circulate guidance from Companies House.

ACTION TO DATE: List of contact details included in papers.

7. Highland LEADER Programme 2007 – 2013 –

(a) Enquiry Forms – LW advised that there had been a fair number of enquiries received. The Partnership felt it would be helpful to have a system for advising them of approaches made and updates on progress of organisations towards full application. LW advised that Di had requested this to be done and that it was being worked on at the moment. There had been a problem with the information technology and enquiries received had been lost in the system. The Partnership were asked to “put the word out” that if an organisation had placed an enquiry just before Christmas and had not received a response they should submit another enquiry. By the next meeting it is hoped that there will be a spreadsheet available with the information requested.

LW/Di

(b) Groam House Museum – LW advised that project enquires had been received from Groam House Museum and that application(s) were expected shortly. The enquiries were tabled and initial feedback sought from the LAP. It was

felt that at first glance the George Bain Oral History project would be eligible for LEADER funding. It was suggested by BT that Groam House Trust should look to producing a 3 Year Development Plan and to joining the applications together.

DA advised that the Museum will have a development Plan and any projects coming forward should be linked into that Development Plan.

The Black Isle LAP agreed they would look forward to receiving an Application from Groam House Museum.

5. **Black Isle Village / Town Hall Energy Audit - update**

IM advised the Partnership that a meeting had taken place with Community Energy Scotland and was happy to report that we were now able to progress this through the Ward system. All halls in the Black Isle would be contacted the second week in February. The report will include site visits to each of the 10 identified sites and the production of a technical report specifying options, issues and solutions for work required to initiate an economically viable community project.

The objectives are to

- Provide an audit of site energy
- Identify areas of potential energy cost savings
- Provide an estimate of potential annual energy savings with implementation costs and payback periods
- Identify how methods of energy management should be developed to achieve, maintain and recognise further potential savings.

ACTION TO DATE: Tenders received (19), contract awarded to Faber Maunsell Ltd, Einburgh. The Energy Audit is now underway and should be complete by end of May 2009. It was agreed the audit would include Cromarty Courthouse, Groam House Museum and Feritntosh Primary School. Application for £10,000 applied for from Community Energy Scotland and Ward Discretionary Budget contribution of £500.

Di

6. **Budget, monitoring and evaluation**

(a) **General queries:**

IM enquired at what point will there be a review in funds such as any underspends Highland wide. LW advised that a review would probably take place at the end of year two or beginning of year 3.

CE enquired how does the Black Isle LAP split budget between priorities.

BT asked "how do we balance re our priorities?"

There followed a discussion on those questions and it was agreed that with the Community Development Plan being further worked

on that these questions should be addressed to a certain extent through the Community Development Plan.

However it was highlighted from other funding streams such as CED that in practical terms the competing priorities rarely came into play.

(b) **Budget Update:** £10,000 (made up of 35% (£3,500 of EU LEADER funding and 65% £6,500 of Highland Council match funding) had been confirmed for the purposes of the setting up and development of the Black Isle Local Area Partnership and Black Isle Community Development Plan. Payments to SBWorks had been processed as per the Consultant Agreement (£5,000).

ACTION TO DATE: Di to claim LEADER funding.

8. **Future meetings of the LAP to take place at Black Isle Leisure Centre Meeting Room.** Di
UPDATE: Thursday, 23 April 2009 – 6.00 pm to 8.00pm to include a training session by Shona MacIennan who has recently been appointed to deliver initial LEADER training to all Local Area Partnerships during April and May.

Thursday, 20 August 2009

Thursday 19 November 2009