

BLACK ISLE LOCAL AREA PARTNERSHIP (LAP)
Black Isle Leisure Centre – Meeting Room
Tuesday, 9 December 2008:6.00 pm – 7.30 pm
Note of Meeting (draft update 21/01/09)

PRESENT:

Isobel McCallum	IM	Highland Councillor (Black Isle) (Interim Chair)
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
Hamish MacCulloch	HM	Business and Community Representative
Craig Fraser	CF	Highland Councillor (Black Isle)
David Alston	DA	Highland Councillor (Black Isle)
Billy Barclay	BB	Highland Councillor (Black Isle)

APOLOGIES:

David Jardine	DJ	Forestry Commission Scotland
Andrew Thin	AT	Scottish Natural Heritage (Chairman)
Ian Mackenzie	IM	Business Representative – Director MacGregor Industrial Supplies

IN ATTENDANCE:

Diane Agnew	Di	Highland Council, Black Isle Ward Manager
Liz Whiteford	LW	Leader Development Officer
Stuart Brownlee	SB	SBWorks
Bobby Brownlee	BB	SBWorks

ITEM	DISCUSSION/ACTION	ACTION
1	Welcome and Introductions IM (Interim Chair) welcomed everyone along to the first meeting of the Black Isle Local Area Partnership and thanked everyone for agreeing to be part of the Local Area Partnership. Officials and SBWorks Consultants were also thanked for joining the meeting. Round table introductions were then undertaken. The Standards for Community Engagement were tabled and IM invited the LAP members to adopt those standards. The standards were unanimously adopted.	ALL
2	Apologies IM (Interim Chair) listed apologies submitted. See sederunt.	
3	Highland LEADER Programme 2007 - 2013 LW took the Partnership through the background to the LEADER Programme, Principles, Objectives, roles of the Strategic Local Action Group and Local Area Partnerships, Local Development Officer, details of budgets and 3 year funding, Project Categories,	Di and LW

Who can Apply, Ineligible Costs, Limited Project Costs and expected Partnership funding. (Briefing Handout attached).



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BT posed a question as to the process for the Highland Strategic LAG seeking local comment from LAP's when a Strategic/Pan-Highland project has an impact on local areas. LW to seek clarification on this point from Nicole Wallace, Manager Highland LEADER Programme.

LW

ACTION TO DATE: E Mail response from Liz Whiteford:

In response to question as to the process for the Highland Strategic LAG seeking local comment from LAP's when a Strategic/Pan Highland project has an impact on local areas I am advised that the BI LAP would be asked to comment on any Strategic LEADER Application with a BI impact in the same way that the BI LAP would currently be asked to comment on local applications being dealt with by the Strategic LAG pending the BI LAP's final Development Plan being completed and the BI LAP taking control of their local budgets and local decision making. Applications or a summary of any relevant application would be circulated (usually by email) to LAP members for their comment usually allowing a period of about 7 days to respond. Any comments submitted by BI LAP members would then be considered as part of the Strategic LAG's decision making process. Anything not clear just get back to me.

General concerns were voiced about the cash flow for projects. It was agreed that where considered appropriate that the Black Isle Ward Discretionary Budget may be able to assist with cash flow difficulties.

**Di and
Local
Councillors**

ACTION TO DATE: This has been fed back through Liz to the LEADER management and also worth noting that concerns are continuing to be voiced re this and for example e mail from Ferintosh Community Council. ExtractWe were talking about LEADER funding and applying for grants and one of our councillors was of the opinion that there was a minimum of a £3000 spend before anything would be considered. If this is the case then it is impractical for us, and I would suspect, many others. Even if we were to come up with several projects, which is extremely unlikely given the low uptake of volunteers to run these projects, it would still be difficult. Another suggestion was made that various bodies could co-operate and join forces but again I feel this would fall down due to the amount of effort involved in pulling people together. What is the situation?

LW

Feedback from Liz – Minimum LEADER grant has been set at £1,000 and the maximum LEADER grant intervention rate has been set at 40% (occasionally 45%) but will often be much less than these maximum rates. Using these figures, a project with total project costs of, for example, £2,500 would need to achieve a 40% grant rate to achieve the minimum £1,000 LEADER grant so it is clear that projects with total project costs under £2,500 are unlikely to be eligible for LEADER funding but if in any doubt, groups should discuss their project idea with me at an early stage – anything still not clear I can further explain at next meeting

4. Local Area Partnership – Appointment of Chair and Vice Chair

IM invited nominations for the appointment of Chair and Vice Chair of the LAP. IM was proposed for position of Chair by DA and seconded by WM. WM was proposed for position of Vice- Chair by IM and seconded by PS.

IM accepted the Chair and WM accepted the Vice Chair. IM continued to Chair the meeting.

5. Local Area Partnership – Draft Operating Methods

IM took everyone through the draft operating methods paragraph by paragraph. The Draft Operating Methods were unanimously approved with three additions:

The Development Plan and the Budget should be reviewed at each of the regular meetings.

Di and ALL

ACTION TO DATE: Review of Budget to become standing item on all future LAP agenda.

Di and ALL

- Partnership :Training needs and skills should be listed. Di to ask all members of the Partnership to submit relevant details on their background, interests, positions held (professional / voluntary) and identify or discuss any training needs. This would enable the Partnership as a group to be aware of its strengths and any weaknesses and identify training needs and areas of expertise.

Di

ACTION TO DATE: Information is coming in from Partners and even at this stage it is obvious that we have a multi talented Partnership made up of people with many interests, professional, community and personal and many strengths. No specific training needs have been identified to date.

Di

- Reappointments to the Partnership – it was agreed that there required to be a procedure for reappointments to the Partnership. DI to draft a proposed procedure to be considered at next meeting.

Di

ACTION TO DATE: Di and Liz have discussed this with Nicole Wallace, Manager of LEADER. Extract from e mail.....

For your info I have since discussed the issue of appointments/re-appointments, etc with Nicole and she 'volunteered' to try to come up with some template that LAP's might wish to consider - will keep you updated. Regards – Liz

Liz further reported back following input from Voluntary Action Highland which suggests that there's actually no need to advertise vacancies as this doesn't always ensure best community representation. If people challenge local partnerships on policy it is however important that they have adopted policy guidelines which explain why decisions were reached on representation given the nature of that area and who was and should be consulted as having a representative voice and if they then, on receipt of comment or complaint, can make a reasoned response then all will be in place which might reasonably be expected

As part of this item IM asked Bill Taylor, who was nominated by the Black Isle Partnership (BIP) which was first constituted in 1998 and later became limited by guarantee to update the LAP on the BIP. There was a discussion on the possibilities of the LAP and the BIP working together where projects may have a Black Isle wide focus but no obvious single lead. BT explained the history of the BIP which was currently in abeyance but that there may be a willingness on behalf of the Directors to consider fronting the Black Isle Halls Energy Audit as a pilot. It was agreed that a sub group of the LAP meet with BIP Directors to discuss how BIP might be able to be a delivery mechanism for such projects. It was agreed the Sub Group would meet on 15th January 2009. A meeting of the BIP will be convened prior to this meeting. The Sub will consist of

IM
DA
BT
BT

- David Alston
- Isobel MacCallum
- Bill Taylor

ACTION TO DATE: A very positive meeting between LAP Sub Group and representatives of BIP was held on 15 January 2009 – It was agreed that the BIP would convene a meeting of Directors in order to agree a way forward. Bill Taylor would update the meeting of the BI LAP on 22nd January 2009.

6. Draft Black Isle Development Plan

SB took the LAP through the process which had been undertaken to take the now draft Community Development Plan to the stage it was at. SB stated that the Plan began as a Development Plan very much linked to LEADER. However aspirations for the Development Plan became much wider than just LEADER. Hence LEADER was the catalyst and the Plan is now developing into looking at the wider aspirations of the Black Isle and is now titled the Black Isle Community Development Plan.

ALL to note

SB stressed that the Plan has got to be seen as a live document.

It was agreed that the Black Isle Community Development Plan should be reviewed annually by the LAP with the support of SB and Di

**ALL
SB and Di**

7. Actions from the Black Isle Ward Forum – Black Isle Village/Town Halls Energy Audit (Community Energy Scotland)

Continuing discussion on Item 5 the Chair highlighted an immediate example of the need to have a vehicle for fronting. Black Isle wide projects (there was a requirement to work through a group which was constituted). This was in relation to an opportunity which had come up at the recent Black Isle Ward Forum where it was highlighted that through Community Energy Scotland there was a possibly 100% funding up to £10,000

towards a Black Isle Village/Town Halls Energy Audit.

Di would undertake the administration of the project along with the Officer from Community Energy Scotland. BT was asked to approach the BIP to discuss whether they may be able to assist with this. It was understood that reviving the BIP would involve financial considerations and it felt that assistance would be available should the BIP wish to do this. Assistance may be available from Community Energy Scotland, LEADER and the Black Isle Discretionary Budget.

BT agreed to report back to the BIP Directors and seek their views prior to the Sub Group meeting on the 15th January 2009.

BT

ACTION TO DATE: Meeting of Sub Group and BIP took place on 15 January 2009; Meeting of BIP Directors being arranged. BT to feedback to LAP on 22 January 2009; Ward Councillors and Di met with Melanie from Community Energy Scotland and it has been agreed that it is acceptable for the Ward Members and Ward Manager to progress the Halls Energy Audit through the Highland Council. This being the case it give the BIP time to consider the way forward and to action any agreed way forward. There would still be up to £2,000 available from Community Energy Scotland to apply for should the BIP wish to become a live organisation again.

BT

8. Future meetings of the LAP to take place at Black Isle Leisure Centre Meeting Room from 6.00 pm to 7.30 pm

Di

Thursday 22nd January 2009

Thursday, 23 April 2009

Thursday, 20 August 2009

Thursday 19 November 2009

Meetings of Sub Group

Friday 19 December 2008

(tel conference re Draft Development Plan)

Thursday 15 January 2008 – Meeting with reps BIP