

Highland LEADER 2014 – 2020 Programme
Inner Moray Firth North LAP Meeting
6.30 – 8.30, 25 May 2016, Aness Heritage Centre

Attendance:

Jennifer Barclay
Val Cameron
Tom Davis (Chair)
Sheila Fletcher
Betty Lochhead
Angela MacLean
Ana MacPherson
Iain McCallum
Jillian Munro
Franca Reid
Alasdair Rhind
Gordon Robertson
Hannah Ross
Helen Ross

Fiona Cameron, Highland LEADER Programme
Judith Wainwright, Highland LEADER Programme

Apologies

Apologies were received from, John McHardy and Helen Barton.

In addition to the apologies, Tom advised the meeting that Jon Palmer has resigned from the LAP. The meeting discussed seeking a replacement, and considered an earlier nomination from Avoch which has been kept on hold. but decided that given the size of the group, the skills/age gaps on the group and the learning curve for a new member at this stage in the LEADER Programme, no additional membership will be sought to replace Jon at this time.

Minutes of Last Meeting

The minutes of the last meeting held on 13 April 2016 were proposed as an accurate record of that meeting by Franca and seconded by Sheila subject to the following amendment:

The meeting in August will be held on Wednesday 24/08, not Thursday 25/08 as stated in the minutes.

Actions Arising from Minutes

An update on actions from the previous meeting is attached as Appendix 1.

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Update from Pre-LAP Meeting

A Pre-LAP meeting was held 23 May in Alness Academy. It was attended by Ana, Hannah, Jodi and Franca. Fiona Richardson and Isla O'Brien (Youth Workers) and Kat Bateson (Highland Youth Convener) also attended.

The meeting focussed on a group exercise to identify what to look for when assessing applications. The output from this session will be made available to the LAP.

Action:JW

Fiona and Kat delivered equalities training which had been specifically designed for the youth audience.

A copy of the minutes is attached.

Highland LEADER – Programme Update

Judith presented a few slides which provided a brief update; the slides are attached as Appendix 2.

Changes to the LAAP were noted and agreed.

Judith mentioned that as part of the website development it is intended to have a photograph and short narrative on each LAP member. Guidance for the narrative will be provided, but meanwhile if members have a suitable photograph, this should be sent to Judith.

Action:All

Expressions of Interest (EOI)

Judith updated the meeting on all Expressions of Interest and how each has been progressed to date. She also gave a brief overview of the two Pre-applications that have been received. These will now have technical assessments by Judith and will be distributed to LAP members w/c 30/06/16 with scoring sheets, for consideration at the next meeting.

Action:JW

Members queried the timing of when they should declare an interest. Fiona confirmed that technically this was relevant at the stage the project was being discussed with a view to making a decision. Asking members to declare interests will form a standing agenda item for future meetings, however members can declare this earlier and it will be noted.

In response to a query raised at the Pre-LAP meeting, Judith confirmed that being part of a community that may benefit from a LEADER Project does not constitute an interest.

Sheila and Val declared an interest in the RVA Community Transport Project.

Project Assessments

The meeting discussed the scoring template for Pre-applications, following feedback from the Strategic LAG that this would need to reflect the fact that IMFN LAAP states that priority will be given to projects that, in addition to delivery one of the three priority outcomes, also delivers one or more of the additional selected outcomes.

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The following options were considered:

- allocating an additional score for projects that deliver an additional outcome
- amending the wording of the score definitions to limit scores of 3 to projects that deliver an additional outcome
- keeping the scoring template as it is, with members taking account of additional outcome delivery when assessing how strongly the project meets the local priorities.

The latter option was chosen, on the basis that the first two options could favour a project which met one priority and one additional outcome, over a project which met two or three priority outcomes, but no additional ones.

Guidance

Tom requested clarity from the group regarding the funding of feasibility studies and Judith raised a couple of specific project types/elements for discussion. She mentioned that it would be helpful to have a steer from the group as to their views so that she can give a realistic indication of the LAP's likely stance when discussing project proposals with applicants. The following were discussed:

Feasibility Studies

These are not listed as an eligible activity in their own right the LAAP, but the LAP agreed that they may be considered where they form an essential part of a wider project that meets priority outcomes.

Funded Posts

There was a general presumption against funding for posts,

- increasing legislation
- potential for disengaging community as they allow paid post to do work that community members may have taken on themselves
- sustainability

However, the group agreed that each project would be considered on its merits and any funded posts would need to show a strong legacy. Other considerations would be costs involved, what is the post actually delivering and who is employing/managing the post-holder.

Footpaths

Judith referred to an EOI involving the reinstatement of four sections of core path. The LAAP priorities include footpaths where these provide people with better access to local services and activities. In this case, the paths form a round walk and are providing more of an activity in themselves.

A number of LAP members were familiar with the path and confirmed that it is in a poor state of repair. The consensus was that the LAP would want to see how the application was focussed to determine its fit with the LAAP, and would want clarity around sustainability given the level of erosion in the area, ongoing maintenance arrangements and clarity over the land ownership.

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Laminate

A draft laminate setting out local priorities had been distributed and was approved by the meeting. Judith will arrange for this to be produced and distributed to LAP members.

Action:JW

Any Other Business

Fiona mentioned a formal event in September for LAG and LAP members to formally launch the Highland LEADER Programme This will provide an opportunity for training/networking. Any suggestions for training/topics to be included would be welcome.

Action:All

Consideration of activities to promote the LEADER Programme across IMFN will be included on the agenda for the next meeting.

Action:JW

Next Meetings

Next meetings will be 29 June, 24 August and 26 October. All meetings to be held in the Alness Heritage Centre.

On the basis of the above dates, the Pre-LAP meetings will be held on 27 June, 22 August and 24 October. All meetings to be held in Alness Academy.

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Highland LEADER 2014 – 2020 Programme

Inner Moray Firth North Local Area Partnership Pre-Meeting

4.00pm, 23 May 2016, AIness Academy

Attendance:

Ana MacPherson
Franca Reid
Jodi Riddler
Hannah Ross
Fiona Richardson
Isla O'Brien
Kat Bateson
Judith Wainwright

Programme Update

Judith outlined the agenda for the meeting.

Two Pre-applications have been received and these will be ready for review at the next Pre-LAP meeting. They will be circulated next week, together with Judith's technical assessment.

Action:JW

Project Assessments

The first half of the meeting took the part of an interactive session in which everyone considered the questions/issues they should be considering when looking at pre-applications and applications. Output from the session is attached. Judith agreed to pull together the suggestions to form a checklist which LAP members can use.

Action:JW

Equalities Training

Fiona and Kat ran the second half of the meeting during which they delivered an Equalities briefing.

Fiona facilitated a short session during which the young LAP members completed an evaluation focusing on key aspects of their involvement the Programme. Each point was scored on a scale of 1(poor) to 5(very good). The points and average scores are shown below. It was agreed that the evaluation would be repeated as the Programme progresses.

- how enjoyable/interesting is being part of the LEADER Programme? (4)
- how well do work together as a group? (3)
- how comfortable do you feel speaking in the group/ (2)
- how well informed do you feel about the LEADER processes? (2)

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Date of Next Pre-LAP Meeting

The next full LAP meeting after May 25th will be held June 29th, therefore the next Pre-LAP meeting will be held on June 27th. Time t.b.c.

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Update on Actions arising from IMFN LAP meeting

Additional sessions of Equalities training have now been delivered/arranged for LAP members who were unable to attend the meeting on 13/04/16.

Community Councils were included in recent communications regarding the launch of the LEADER Programme in Highland.

Angela provided contact details and an introduction to Clair Nicol, Youth Highland. Judith had a productive meeting with Clair 03/05/16 and a number of ideas were discussed around training/engagement of young LAP members. Neighbouring LAGs are also looking at youth involvement on their LAGs and Fiona is currently in discussion with them with regard to a possible Co-operation project.

Some form of youth session for all young LAP members across Highland will be planned as part of the formal Highland LEADER Programme launch in the Autumn and views/input will be sought from the Youth Convener, Youth workers and the young LAP members.

Pre-Application Assessment scoring is on the agenda for discussion 25/05/16.

More Codes of Conduct have been signed and Judith will chase those remaining.

Action:JW

Review of Laminate is on the agenda for discussion 25/05/16.