

**Kelvin Valley & Falkirk LEADER LAG Meeting**  
**Monday 26<sup>th</sup> January 2015, 10am @ New College Lanarkshire (Cumbernauld Campus)**

<b>Present:</b>	Ian Howarth (Chair) David Greer Frances Toner David Tollick Robert Hunter Mike Ewart Katie O'Donnell Frank Beattie Jimmy Hyslop	Falkirk Community North Lanarkshire Council East Dunbartonshire Council Falkirk Council Falkirk Community CSGNT Scottish Waterways Trust Scottish Enterprise SNH
<b>Apologies:</b>	Ian Jarvis Paul Carter	Friends of Kelvin Valley Kilsyth & Villages Community Forum
<b>In Attendance:</b>	Liz Buchanan Emma McMullen Anne-Michelle Ketteridge	Visit Scotland KVF Development Officer FVL LEADER

<b>Item No.</b>	<b>Subject</b>	<b>Action By</b>
<b>1</b>	<p><b>Welcome &amp; Apologies</b>            Ian Howarth welcomed all to meeting including Liz Buchanan, Regional Partnership Director for Visit Scotland.</p>	
<b>2</b>	<p><b>Minutes</b>            Minutes were proposed by Robert Hunter and seconded by David Tollick for accuracy.</p> <p>Robert Hunter highlighted that he had met with Richard Miller from Scottish Canals RE: potential Canals event to mark the anniversary opening of the Kelpies that LAG could potentially use to promote new LEADER Programme.</p> <p>Ian Howarth highlighted that he had met with representatives from CSGNT and Falkirk Environmental Trust who were interested in developing operational partnership arrangements as part of the new LEADER Programme (and it was agreed that further meetings within these organisations would be arranged once LEADER funding had been awarded). Ian also highlighted that, further to a meeting with the CEO of Scottish Canals, further discussions were required to help better identify the potential role which the Canal could play within the KVF LEADER programme.</p>	
<b>3</b>	<p><b>Business Plan/LDS Update</b>            It was highlighted that the LDS &amp; BP submission has been approved by the Scot. Govt. subject to a number of recommendations and further development work. Following a meeting between David Greer, David</p>	

Tollick, Anne-Michelle Ketteridge and Emma McMullen, a response to these recommendations/considerations had been prepared which had been discussed (and broadly accepted by the Scottish Govt. ) at a meeting with Alistair Prior.

Based upon these discussions it was agreed by the LAG that the LDS should be revised (and re-circulated to the LAG for approval) to incorporate the following additional proposals and recommendations:

**Emma**

- to ensure support for 'community capacity building' is provided to identified key settlements within the LEADER area to enable those hardest to reach communities to access LEADER funding (proposed areas of need to be mapped based upon SIMD and circulated to LAG for approval);
- to ensure LEADER support within the KVF programme is targeted towards key groups including, unemployed, young people and those facing access issues;
- to use LAG interventions to support capacity building opportunities through, for example, community action planning activity;
- to better recognise the need to map gaps in service provision across the LEADER Area and broadly identify how LEADER proposals will both address these whilst linking to wider policy objectives;
- to support innovation through a focus on co-operation activity, promoting employability as a cross-cutting theme which underpins the KVF LEADER programme and considering use of higher funding intervention for 'innovative' projects where applicable;
- to ensure community engagement forms an integral part of development work supported through the LAG and throughout the implementation and management of the new LEADER programme – recognising that the KVF is a new partnership and so community engagement understandably takes time;
- to continue to work and liaise with key services providing enterprise support within the KVF LEADER Area to assess gaps in provision and identify how the new programme will address these; and
- to continue to develop actions required (using skills matrix and targeted recruitment programme) to enhance community representation on the LAG, address any identified skills gap and ensure the required public/non-public ratio of LAG membership.

It was also highlighted that the Scottish Govt. felt that the submitted business plan required only minor amendments but that further work was required to, for example, establish a Memorandum of Understanding between the LAG and Falkirk Council as 'Accountable Body.

It was also noted that an agreed SLA between Falkirk Council and the Scot. Govt. would be required before any LEADER grant funding awarded by the Scottish Govt. could be spent.

Additionally, a number of concerns/issues were raised around allocation of 'farm diversification' funding and potential large scale applications which may be received by LAG for larger farm based capital projects. It was identified that the LAG would need to give consideration to how such issues should be addressed and Liz Buchanan offered to meet with Emma to help identify some criteria in relation to farm diversification and tourism.

**Emma/Liz**

**4 LAG Recruitment/Skills Audit**

Noted that the skills audit currently being developed was ongoing (although some responses still outstanding) although it was highlighted that this was not currently a priority action because of more urgent need to take forward required amendments to LDS and Business Plan.

It was also highlighted that the skills audit/recruitment process would continue to be managed by the appointed sub-group but that agreement was needed regarding proposed total number of LAG members required.

**LAG Sub-group**

**5 Consultancy Support Contract**

Emma McMullen had previously circulated an updated workplan which has been put in place to support the development of the KVF LDS. She ran through the activities which she had already undertaken but highlighted that these works (in part) had been superseded by the need to amend the LDS and Business Plan (in line with agreed revisions) for submission to the Scottish Govt.

It was noted that the Scottish Govt. had agreed in principle to provide additional funding required to extent the consultancy support contract awarded to enable the effective development and launch of the new KVF LEADER Programme. However, it was highlighted that this contract needs to be extended through North Lanarkshire Council and not awarded through Falkirk Council as initially proposed (as an SLA has as yet not been set up between the Scottish Govt. and Falkirk Council). David Greer indicated that there may be a potential procurement problem with simply extending this contract by several months due to the scale of this extension. David highlighted that he would aim to resolve this issue prior to the end of the current contract period (31<sup>st</sup> January 2015) so that any potential contract gap can be avoided.

**6 Lead Body Approval**

David Tollick confirmed that committee approval was now in place for Falkirk Council to be Accountable Body for the new LEADER programme.

**7**

**Scottish Rural Network Website Option**

It was unanimously agreed that a separate LAG website was needed that could be managed and administered by the LAG rather than once centralised Scottish Govt. approach. Emma McMullen to report LAGs preference to Scottish Govt. before 29<sup>th</sup> January deadline.

**Emma**

**8**

**AOCB**

No other business reported

**9**

**Date of Next Meeting**

Dates for next two meetings agreed as 10am, Monday 2<sup>nd</sup> March (venue in East Dunbartonshire to be confirmed) and 10am, Monday 20<sup>th</sup> April (venue to be confirmed).

**Frances**