

LAG Meeting

Date and Time: Tuesday 29th May 2018 at 1:00pm

Location: The Torrance Rambler, Torrance

Present	Ian Howarth (Chair)	Falkirk Community
	Mike Ewart	Central Scotland Green Network Trust
	Pete Reid	Falkirk Council
	Victoria Rae	CVS Falkirk & District
	Frances Tonner	East Dunbartonshire Council
	Kate O'Donnell	Scottish Canals Waterways Trust
	Lynne Cooper	Scottish Enterprise
	Ellen Archibald	North Lanarkshire Council
	Robert Hunter	Falkirk Community
	Ian Jarvis	Friends of Kelvin Valley
	Paul Bishop	East Dunbartonshire Heritage & History
Attending	Tom Rutherford	Programme Manager
	Irene Watterson	Claims Officer
	Rachel Sedman	Development Officer
	Jacqui Davidson	Falkirk Council (Minute Secretary)
Apologies	Sandra Sutton	Twechar HLEC
	Jimmy Hyslop	Scottish Natural Heritage
	Claire Mennim	Falkirk Community Trust

Papers:



May 2018 Budget
Allocation update.pdf

Figure 1: May 2018 Allocation update

Guidance Under Which LAG Meeting Operates:

- LEADER- LAG Project Assessment Guidance 2014-2020 Version 3 05 January 2017
- LEADER- General Guidance for Applicants 2014-2020 Version 4 05 January 2017
- Operating Your LEADER Local Action Group User Document 4- Applicant Users- LARCs Version 2.0 01 February 2017
- Operating Your LEADER Local Action Group LARCs User Document 2- Processing Applications- Part 2 Version 3.0 01 February 2017

	Action
<p>1.0 Welcome and Apologies IH opened the meeting and welcomed those in attendance. Apologies and resignation were noted from SS. Thanks to The Torrance Rambler for holding the meeting. Karen Herbert retires in June VR will replace her. IH welcomed RS. TR confirmed that quorum requirements were met.</p>	<p>IW email JD with updated title.</p>
<p>2.0 Previous Minutes and Matters Arising No Amendments. PB requested to be associated as East Dunbartonshire Heritage & History in future, PB will email IW details. Proposed PB, IJ seconded.</p>	<p>PB email IW.</p>
<p>3.0 Members Declarations of Interest/Annual return TR asked that all members to fill out Annual Declarations of Interest before the next meeting.</p>	<p>LAG Members complete Declaration of Interest.</p>
<p>4.0 Resignations and Membership TR, JH has left LAG, Scottish Natural Heritage removed all workers from the program. SS resigned a couple weeks ago due to lack of time, did not score any of the projects today. LB retired, Neil Christison from Visit Scotland wants to be involved. Karen Herbert retiring VR replacing. TR asked should the LAG recruit members or are they happy with the size? IH was happy as it is nearing the end of the programme. EA do we have the correct balance with community? TR yes balanced better. IH thanked SS and JH; they had been attending since the beginning. PB enquired after Amparo Echenique TR, explained that AE resigned and moved onto new job in Stirling, RS is new appointed Development officer. TR told the meeting that RS has been lead on the crowd funding project and will speak about it later.</p>	
<p>5.0 LDS Update PR issues between Minutes and the LDS from the Audit last year, LDS has now been corrected. Will circulated if anyone would like to see. PR annual audit required by Scottish Government by Falkirk Council Auditors, above satisfactory no particular concerns. Only administrative issues to align LDS and Falkirk Council policy.</p>	
<p>6.0 Programme Update Total program budget: £2,118,300, amount allocated: £667,870 and amount remaining: £1,450,424. TR Farm Diversification Colzium event generated significant interest. At the event projects had been asked projects to gain planning application first before coming to LEADER. Projects won't get same amount of money as previously, De minimus fluctuates with the Euro. If all Enterprise Projects were approved today there would be a slight overspend on that part of the budget but as no project spends the full amount, there would not be an over commitment.</p>	

Co-operation projects, still looking for Canal by Bike to progress. Bringing it forward to next meeting. IH other interested from funders are very strong. TR Sustrans are very interested, IH they came to us. TR West Lothian our other LAG partner are very interested and committed. TR sustainable output, right products in place. IH Richard Millar fully on board and Simon Rennie agreed to employ officer subject to all the grants coming through. TR due to lack of staff been unable to move forward. TR also reported from the Scottish Coordinator's meeting, on the possibility of an all Scotland co-operation project to do all the evaluation for all programmes, giving both macro and micro information to enable SG and all LAGs to better design future programmes.

IW some projects are not getting back to her, unsure if they need the money but other claims are going well. LARCS biggest problem, clients not confident with the procedure on LARCS. IW 15 projects have not claimed all the money. TR River Carron project should claim soon. IH project is opening to the 19th June.

7. Scottish Government (SG) update: Accountable Bodies Meeting, Co-ordinators Meeting

PR 8th Feb, generally the report positive nationally LEADER & LARCS was being rolled out and being used by other areas. Initial teething problems getting resolved but does not take away existing or new applications for claims. SG and Accountable Bodies, rolling out program and tools - tension reducing significantly. Main body dispute resolution process example award a grant as LAG, claim comes in, audited. If an aspect of the process does not fit in our development strategy or business case, SG won't pay Accountable Body back after paying out. Dispute resolution process, issue that is still not quite there. On going discussion, no impact on LAG but make sure you are in the know. Appeals process Grantees being looked at. Not much more principle discussion other than TR evaluation he has spoken about. Next meeting TR is attending on his behalf June as PR is on annual leave. Thrilled to have RS on board.

IH debate in parliament. PR explained TR circulated this information to all LAG members. UK prosperity fund which is to replace EU. AB and LAG staff liaising with COSLA and SG. Not a lot of movement on BREXIT and funding.

IH unable to attend chairs meeting 14 June 2:00pm. Would someone from the LAG other than project managers, able to go? LC happy to attend. IH send on further details of place it is being held.

TR attended Coordinators in Shetland meeting Ayrshire want more money, SG said no as they are aware that a lot of LARCS projects are coming forward, SG message is to spend. Making the case for future projects, well spent projects can make the case. Half day session just on co-operation, no new projects but committed to doing Canal by Bike SG will be happy.

IH send Chairs Meeting details to LC.

8.0 LEADER Monitoring & Evaluation Toolkit (circulated)

TR set up a focus group LAG, need input from the LAG not just LEADER staff. TR needs to do an evaluation soon, how much involvement the LAG wants to have? EA how much time. TR afternoon. EA happy to do it.

9.0 Approved projects update

TR covered earlier.

10. Current EOIs and Applications for LAG Notification -TR

IW asked the LAG about EOIs and the deadlines for them to come in, could we move to flowing EOIs as we maximise spend towards the end of the commitment phase of the programme. IH noted no objections from the LAG. PR asked if this would require a change to the LDS? TR & IW answered no. FT asked if this could be the same for applications. EA answered no just EOI's. IW added that applications need a deadline so applicants get the work done and there are key timelines in relation to getting applications to the LAG

Frontiers of the Roman Empire - a drop down but separate project of the Antonine Wall. Ways of working for volunteers from three heritage sites, one Scottish, one English and one German to meet and review ways of working and develop new partnership projects estimated costs £20,000.

11.0 Projects for Assessment:

11.1 Project Name: Mannerstons in the Community

Conflicts of interest: None

Project presented by: TR

Eligible Project Costs: £18,264.56, asking for £16,437.56 (90%). Funding for brown signage and do more catering.

Technical Assessment:

None.

LAG

One LAG Member felt that as this business is facing towards West Lothian it might want to be part of a co-op bid with that LAG. TR project close to West Lothian it is not a co-operation as it is business so it could not be a co-operation project. Innovation scored the lowest at 6.2, organisational competence the highest at 7.7, total project score 44.2.

IH opened floor for short discussion as all 9 approve. LAG scoring just a guide to discussion. RH it did not help case by focusing West Lothian

EA evaluation.

area no reference to: Kelpies, Falkirk wheel, Muiravonside. Mentions country parks in West Lothian. IH anything else too add?

IH happy to withdraw specific conditions

LAG Vote at Meeting:

Approve with standard conditions:	11
Approve with specific conditions:	0
Defer:	0
Reject:	0

LAG Result: approved with standard conditions.

11.2 Project Name: Heart of Scotland Glamping

Conflicts of interest: None

Project presented by: TR

Eligible Project Costs: £121,867.73, looking for £99,999.99 (82%). Made a technical mistake last time they applied and they are requesting less this time. Series of custom built glamping/chalets, shaped like a kennel, a hen house and one a tree house there will be an annex in tree house for kids to stay, 5 different units.

Technical assessment

All documentation provided.

LAG

Approved standard 8, approved special conditions 1, LAG scoring just a guide to discussion. Strategic fit scored the highest at 7.3, innovation scored the lowest at 6.1, total project score 39.86. One call for legal conditions and match funding, both are in place.

Did not get their planning permission until last year but Falkirk Council supportive. IH high intervention rate. TR this was encouraged at the time. PR works well with the outputs we have, greater number of tourists in the area and only going to increase. ME ideal looking to the future, encouraging, positive. TR Business Gateway to be involved. TR encouraged all Business Gateways to speak to all projects.

LAG Vote at Meeting:

Approve with standard conditions:	11
Approve with specific conditions:	0
Defer:	0
Reject:	0

LAG Result: approved with standard conditions.

11.3 Project Name: Joined up Dunmore

Conflicts of interest: None

APPROVED WITH STANDARD CONDITIONS.

Approved with Standard Conditions.

Project presented by: TR

Eligible Project Costs: £10,085 asking for £10,085 (100%).

Technical Assessment

Note mistake in technical check - Project size given as £100085 instead of £10,085.

LAG comments

Approved standard 8, LAG scoring just a guide to discussion. Strategic fit scored the highest at 7.75 and innovation scored the lowest at 6.5, total project score 41.9.

RH organisations and landowners are difficult to work with in the area. TR people who are leading this project are well aware of the difficult BP a lot of expertise in a lot of areas to manage the issues. IH after this feasibility study for considerable amount of time. BP not know the area, a little corner out of the way worth putting money into? PR Visit Falkirk perspective yes large amount of hits one the website, one rich attraction, a growth area. RH raised the point of various landowners; amount seems light for what they are looking to do. BP should we ask them to go back and be a little more ambitious? TR Amparo had offered but they did not want to.

LAG Vote at Meeting:

Approve with standard conditions:	11
Approve with specific conditions:	0
Defer:	0
Reject:	0

Approved with Standard Conditions.

LAG Result: approved with standard conditions.

11.4 Project Name: People United for Banton

Conflicts of interest: None

Project presented by: TR

Eligible Project Costs: £231,760 asking for £115,880 (50%), overall project £900K community has worked hard. Pub would close if people had not taken it on.

Technical assessment

1. Any offer Grant must meet the condition that the transfer of ownership of the property takes place prior to any LEADER funding being claimed
2. All additional match funding is in place prior to submitting a LEADER Claim

LAG

Highest score 8.66 strategic fit, lowest is displacement/Distortion 6.88 overall very high scores, total project score: 47.08. 5 scored approve with standard conditions and 3 approve with specific condition, LAG scoring just a guide to discussion. LAG members specific conditions

same as specified in technical assessment.

EA really supportive of it. Not engaged, would like them to engage with the Council and other stakeholders, get a stakeholders group. BP housing scheme about to get planning permission, Banton Mill scope for expansion. Very attractive village, facilities all there that they need to run successful community. EA get young community for sustainability. PR received good publicity from Scottish News. EA lottery fund love unique project. RH who's funding the development costs? EA big lottery fund. TR 700K from big lottery.

LAG Vote at Meeting:

Approve with standard conditions:	0
Approve with specific conditions:	11
Defer:	0
Reject:	0

LAG Result: approve with specific conditions.

1. Any offer Grant must meet the condition that the transfer of ownership of the property takes place prior to any LEADER funding being claimed
2. All additional match funding is in place prior to submitting a LEADER Claim
3. Recommendation: engage Local Council and stakeholders.

11.5 Project Name: Binniemyre Farm Holiday Let

Conflicts of interest: None

Project presented by: TR

Eligible Project Costs: £141,204 asking for £81,204 (57.5%), match funding (own sources). Environmental work not included in eligible project costs. Meeting need or demand highest 6.88; lowest score is displacement/distortion with 6 overall score is 38.6. 8 LAG said they would approve with the specific conditions and 1 with just standard conditions, LAG scoring just a guide to discussion.

Technical assessment

All planning conditions met

LAG Comments

PR what kind of assurance it will be used for purposes it is built for? TR key condition for planning. KO any concerns about it being a sole trader? TR no concern. IW funding means not being able to sell it on for so many years, so they are not gaining. RS cannot sell in contract 5 years. PB how is that policed? SG auditors. TR planning permission is fully in place for this project, including Mineral and Archaeological surveys/permissions

Approved with Specific Conditions.

PR when looking at projects we award on, put in place a schedule of annual inspection. See if the titles have changed. Townscape Heritage in Falkirk two places which had grant money found to be on the market. EA can contact them at anytime if found out, they must pay it back. BP desk based audit.

LAG Vote at Meeting:

Approve with standard conditions:	11
Approve with specific conditions:	0
Defer:	0
Reject:	0

Approved with Standard Conditions.

LAG Result: Approved with standard conditions

11.6 Project Name: Rediscovering the Antonine wall

Conflicts of interest: PR, EA, FT ME left room.

Project presented by: TR

TR confirmed LAG is quorate. Eligible Project Costs: £770,294 asking for £449,999.99 (58.4%), 2 million full program.

Technical assessment

All match funding is in place, prior to any claims to LEADER.

LAG Comments

Highest scoring in strategic fit 8.5, lowest displacement/distortion 6, 6 members scored overall score 53.32. LAG members score 3 approve with standard conditions, 2 with specific conditions and 1 deferral. LAG scoring just a guide to discussion.

IJ Forest brilliant addition. TR all local authority/organisations have signed up. BP why funding was needed? Is it the best thing for the funding? How much will it consume? Didn't want rural group to miss out due to the amount. TR confirmed it will not dip into the farm pot.

IJ development on the wall, Historic Scotland that would not allow that so looking at sites that are near. RH it is two different markets, wider context for John Muirway & Forth & Clyde Canal. Vulnerable to vandalism due to the locations of the sites. TR difficult to make a specific condition but ask candidates to take this into account. TR Scottish tourism beginning of a brand. RH UK wide a lot of people think Antonine Wall and Hadrian's Wall are the same but they are not. Arrive at Roughcastle or Seabeggs. BP people will be expecting a stone wall. IJ developing a ribbon, a lot of facilities are away from that ribbon. IH Scottish Canals & John Muirway will start to think that way, once this comes in.

LC tourism to Scottish Enterprise scope for marketing. Terms of financial or later down the line. IH send it down the line. LC could support it, specifically around marketing. IH a recommendation. KO happy to spend the money in time? TR yes support of local authority. TR

funding is not nailed down till next year July, must be in place before any claims. BP happy to withdraw deferral, happy to change to approve. TR legal right to use all pieces of land, all permission approved. RH who will run the maintenance? TR local authorities closer to the time.

LAG Vote at Meeting:

Approve with standard conditions:	0
Approve with specific conditions:	7
Defer:	0
Reject:	0

Approved with Specific Conditions.

LAG Result: Approved with specific conditions.

1. All match funding is place prior to any claims to leader.
2. Recommendation- wider partnership with SE.

PR, FT, ME, EA return to the room.

11.7 Project Name: Co-operation Project - Crowdfunding Coaches

Conflicts of interest: RS

Project presented by: RS & TR

TR eligible Project Costs: £402,100 asking for £402,100 (100%) 10 LAG areas involved in total. RS rewards in 2016, total raised £27,064,371-1263 successful campaigns. RS Angus pushed forward crowdfunding, Cooperation café, Renfrewshire LAG. More strength doing it together. EA link funding to community grants. RS charge of putting project together in previous job Forth Valley. Crowdfunding explained- I would like some money for this, will you support me? Lots of little contributions to make the full amount: businesses, charity and social enterprises. Growth give me money and you will receive: a VIP ticket, t-shirt or unique experience. Benefits more than money - no money not validated. Need to be good at marketing, advocates, funding, and awareness.

PR examples of this? RS Cycling Without Age. IH it raised 50%, government put £400K donated.

EA target group- local areas. Tendering a contract for someone to deliver this project. What's the demand for this project? Steer group. IH heavily policed by the organisation, daily. Volunteer group might find it wanting. RS most campaigns last 30/40 days. EA community grants through crowd funding page, same as Santander. Faith in project helps, seeing larger organisations like a Council encourages individuals.

Covers 10 leader areas, will create 5 full time jobs in Scotland. RS Establishment of Crowdfunding Scotland office in Central Scotland. At least 100 awareness raising and/or training events held over 2 years, in various locations, across participating areas. Individual support given to at least 500 projects spread across the rural regions funding this project (approx. 50 per LAG area). Assist projects in raising over £2.7 million

for the benefit of rural communities and economies. EA hidden costs if targets are not reached? RS no you have your target, work up to it not hit nothing, if you do crowd funder take percentage 8%. Clearly stated. IH open and transparent.

EA there are a lot of groups that have dedicated one volunteer. RH team who pointed group towards funding. EA still there just not project specific. PR validation process would be in themes of LEADER area and groups. RS LEADER funding the coach's role increasing the funding.

VMR don't have the resolve in this scale. Good crowd funding not sign posted this is the right area, building support. PR depending on outcome today if it's positive, raise in areas so people will be aware to sign post us. EA trying to change peoples mind set so more are aware of crowd funding. RH hand holding aspect crucial to a lot of groups. RS good crowd funding project as everyone is aware of Seagull Trust.

EA get good examples to help local authorities to change. RH did you put other RS Yammer. RS targets other areas could join later. RS left the room due to conflict of interest.

Technical assessment

Technical carried by FVL as they are the Lead Applicant.

LAG Comments

Organisational competence highest at 8.5, meeting need or demand and displacement/distortion are both equally low at 7.37. Overall total score is 47, LAG scoring just a guide to discussion. Approved standard conditions 7, approved specific conditions 1, LAG scoring just a guide to discussion. KO 100% LEADER funded? EA & IH yes. TR if there is some fall out it wont expand.

EA are we willing to take a risk on something bit different? IH 80K, 40K crowdfunding. Depends on what you are crowdfunding for. KO as LAG measuring success efforts during the crowdfunding. EA Angus good example of how it has worked can see on their website. Lanarkshire people are still a bit cynical about it. KO project is not that risky people might not be able to raise the funds. EA risk if the 9 other LAGS said no. TR discussions from other co-coordinators it is going well.

LAG Vote at Meeting:

Approve with standard conditions:	11
Approve with specific conditions:	0
Defer:	0
Reject:	0

LAG Result: Approved with standard conditions.

After vote BP asked if the person with a conflict of interest is allowed to present the project. TR allowed and helps so everyone had a full understanding. RS Forth Valley LAG led projects have been presented by LAG members so it is allowed. BP can anyone present a project? IW

**Approved with
Standard Conditions.**

yes anyone can present a project.

12.0 Co-operation Activity

Discussed earlier.

13. AOCB

TR Scottish Segway came in on time, so sent back for rework. Sent back again after rework, possibly complain, they were given a fair shot. TR spent all enterprise money, close applications or keep them going just see? LC Fife same situation on their website they have closed. PR if don't progress still notify, SG may reallocate funding. Wording needs to be agreed and LAG in agreement but should be notified. Too many unknowns for Segway.

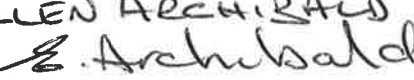
RS Co-operation project Inner Forth Futures- getting together bit now. Reject heritage lottery fund, potential match LEADER with that but re-scoped for only LEADER. PR fits close to Antonine Wall and John Muirway, tourism promotion in our own areas. Slight concern about what its Unique Selling Point is.

14. DONM

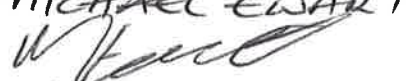
Tuesday 28th of August North Lanarkshire, EA find a place.

EA find location for next LAG meeting.

Minutes Approved by (at subsequent LAG meeting):

Name: ELLEN ARCHIBALD
Signature: 
Date: 28/8/18.

Minutes Seconded by (at subsequent LAG meeting):

Name: MICHAEL EWART
Signature: 
Date: 28/8/18.

