

SHETLAND LEADER 2007 - 2013 LAG

MINUTES OF LAG MEETING HELD IN EDU BOARDROOM AT 9.30PM ON THURSDAY 30th JUNE 2011.

Present: Douglas Irvine, SIC (Chairperson)
Tommy Coutts, SIC
Pete Glanville, Shetland Organics
Wendy Hand, VAS
Robert McIldowie, SGRPID (Proxy for David Cormack)
Sally Spence, SIC
Michael Duncan, SIC
Kathleen Sinclair, NFU
Maree Hay, NCDC
Diana Abernethy, AB Associates Ltd

Lizzie Nicolson, SIC
Sheila Tulloch, SIC – LAG Co-ordinator

1. Apologies and Introductions

Apologies were received from David Cormack, SGRPID; Mhari Pottinger, HIE Shetland; Alan Blain, SAT; Ruth Henderson, Seafood Shetland; Jennifer Mouat, SSMO; Denise Woodford, SNH; and Kathy Hubbard, Shetland Arts.

Douglas Irvine introduced Lizzie Nicolson who has started work as a researcher within the Economic Development Unit. Lizzie will be working closely with the EFF Axis 4 fund.

2. Membership Balance

The public/private status of the group was checked and there was an appropriate balance.

3. Declarations of Interest

Declarations of interest regarding the following potential projects were noted;

- 084 – Shetland Islands Council – Youth Participatory Budgeting Project (LEADER Action 1). Douglas Irvine, Tommy Coutts, Michael Duncan and Sally Spence
- 085 – Shetland Islands Council – External Funding Database (LEADER Action 4 Convergence). Douglas Irvine, Tommy Coutts, Michael Duncan and Sally Spence

4. Minutes of 5th May 2011

The minutes were proposed by Pete Glanville and seconded by Wendy Hand.

5. Matters Arising – not dealt with elsewhere

Douglas explained he had been in contact with Emma Perring from the SIC Policy Unit regarding a potential project on migrant workers.

The Shetland Rugby Club are in the process of finalising match funding. A full application is expected to be presented to the August LAG meeting.

Hillswick Hall hope to be in a position to submit a full application to the August LAG meeting. They have issues regarding VAT status which will be discussed later under AOB.

Douglas explained the Expression of Interest for the Shetland Fisheries Local Action Group had been submitted to Marine Scotland. No further information had been received to date.

6. Budget Updates

Sheila Tulloch discussed the latest updates. She stated the Burravoe and District Development Group were reconsidering their plans. They are investigating renovating an existing building rather than building a new one as proposed in their approved application. This means the project may have to be presented before the LAG again to be approved to reflect any changes.

After a request from a previous meeting, Sheila presented an analysis on average project spends. Completed projects had each spent an average of 91% of approved funds. In total 94% of funds committed to those projects were spent. If two projects that did not proceed are included then 68% of approved funds were spent.

Sally Spence queried the expenditure profile for 2011. £763,950 was the estimated expenditure figure whilst to date the actual expenditure figure is considerably lower at £81,505. Sheila explained that most projects will claim later in the process.

7. Potential Projects

Douglas Irvine, Tommy Coutts, Michael Duncan and Sally Spence left the room. Maree Hay was nominated to act as chair in the absence of Mhari Pottinger.

084 – Shetland Islands Council – Youth Participatory Budgeting Project (LEADER Action 1)

SIC Environmental Health were seeking 50% (£4,100) for a youth participatory budgeting project. The project will involve working with young people aged between 12-25 to identify their needs, debate new projects and allocate a budget in a democratic and transparent way. The LAG felt the target of 500 young people being assisted was slightly high. However the

project could potentially reach all young people. The LAG decided to allow the project to proceed to the next stage and submit a full application on the condition that it provided more information on how and who it would engage with.

085 – Shetland Islands Council – External Funding Database (LEADER Action 4 Convergence)

SIC Sport and Leisure Service (Grants Unit) were seeking 50% (£4,375) to subscribe to two funding database products for the benefit of both the SIC and Shetland's voluntary sector.

The additionality of this project was discussed. Some LAG members felt the purchase of such software should be the responsibility of the applicant. However, the project would enable community groups to search for funding making it a better fit with LEADER. The LAG were keen for the software to be accessible to as many users as possible.

The LAG raised a few queries. What would happen after 2013? How would the community software work? would free online access from anywhere be offered or would a licence be attached to a specific computer? How would training be offered?

The LAG decided to allow the project to proceed to the next stage and submit a full application. The above queries will have to be answered to the satisfaction of the LAG Co-ordinator.

Douglas Irvine, Tommy Coutts, Michael Duncan and Sally Spence entered the room.

8. Updated Business Plan

Sheila explained the business plan had been updated. Once agreed by the LAG it would be put onto the website. There were no comments on the plan. LAG members were reminded they could feedback with comments or changes if necessary. The plan will be updated regularly with membership details.

9. AOB

Hillswick Hall – Grant Percentages

Sheila provided details on the Hillswick Hall application which will hopefully be presented to the LAG for approval at the August meeting. The LAG were being asked to consider an award in excess of the 50% usually offered to applicants, due to the exceptional circumstances the applicant is facing.

The Hillswick Hall are unsure how much VAT they will be eligible to reclaim. They have not been able to get a firm answer from HMRC and will not know

until much later on in the process. Therefore they have no option but to apply for a higher percentage of LEADER funding. If extra funding is not available the group cannot proceed with the project as they cannot meet the possible shortfall with own funds. The additional funding may not be required if they are able to reclaim VAT, in this case, if funding was approved at a higher percentage and not required, the additional sum would be returned to the LAG.

Scottish Government LEADER rules allow awards in excess of 50% (up to 90%) however the Shetland LAG had previously decided to maintain the 50% threshold due to the high volume of applications and amount of LEADER funds available.

The LAG discussed the situation and were sympathetic towards the group. The LAG expressed concern if one applicant was offered a higher amount other applicants would hope for higher awards in the future. At this stage the LAG were reluctant to offer a higher award but were keen to see more information and what the actual percentage required would be.

Sheila agreed to send out the extra information once available by email to the LAG to allow time for members to consider fully before the next meeting.

Mid Term Evaluation

Sheila explained a Mid Term Evaluation will be due at some point throughout the programme. No guidance has been issued from the Scottish Government. The LAG decided to wait until guidance was issued before discussing any further.

Monitoring Visit

Sheila stated a Scottish Government monitoring visit will take place in August.

10. Date of next meeting/closure

25th August 2011, EDU Boardroom.

Meeting closed at 10.55 am.