

SHETLAND LEADER 2007 - 2013 LAG

MINUTES OF LAG MEETING HELD IN EDU BOARDROOM AT 9.30PM ON THURSDAY 24th JANUARY 2013.

Present: Douglas Irvine, SIC - Chair
David Cormack, SGRPID
Jeemie Smith, FSB
Mark Georgeson, HIE Shetland (Proxy for Mhari Pottinger)
Michael Duncan, SIC
Pete Glanville, Shetland Organics
Alan Blain, SAT
Juan Brown, SNH
Sally Spence, SIC
Tommy Coutts, SIC
Donald Anderson, Shetland Arts (proxy for Kathy Hubbard)
Kathleen Sinclair, NFU
Maree Hay, NCDC
Mick Clifton, SIC
Wendy Hand, VAS
Diana Abernethy, AB Associates Ltd

Sheila Tulloch, SIC – LAG Co-ordinator

1. Apologies and Introduction

Apologies were received from; Mhari Pottinger, HIE; Ruth Henderson, Seafood Shetland and Kathy Hubbard, Shetland Arts. Jennifer Mouat has left the SSMO, her role is being advertised and once a replacement is in post it is expected they will attend LAG meetings.

2. Membership Balance

Membership of the group was discussed and there was an appropriate balance.

3. Declarations of Interest

CVG 108 – Shetland Bus Friendship Society Property Co. – Enhanced Facilities at Scalloway Museum

Diana Abernethy declared an interest.

CEEP Projects for Approval

SIC staff declared an involvement as the applicant for the umbrella scheme is Shetland Islands Council. The LAG felt it was unnecessary for them to leave the room whilst discussions took place. Discussion would refer to the individual projects under the umbrella scheme not the overall LEADER application.

4. Minutes of 15th November 2012

The minutes were proposed by Jeemie Smith and seconded by Sally Spence.

5. Matters Arising – not dealt with elsewhere

David Cormack queried the wording of the applicant's name for project LDR 105 South Nesting Public Hall. The applicant should be South Nesting Public Hall Committee. It was agreed to update all documents to reflect this.

6. Latest Updates

Sheila discussed the project approvals sheet and provided more detail on the latest updates. The offer letter had been issued to and accepted by North Yell Development Council for their project to employ a project manager. The post had been advertised recently.

A number of early approvals that had not claimed all funding were queried. Sheila explained each project had different circumstances. A few projects were discussed; Veer North project LDR 008 Crossing Waater is likely to have an underspend which will have to be reclaimed from the applicant as it had been paid in advance. LDR 034 Mirrie Dancers have been informed they must submit their final claim by 31st March 2013 and have agreed to do so. LDR 016 Crofting Connections have submitted their final claim but there are still outstanding queries with regard to previous claims. All projects are being followed up however applicants are often slow to respond to requests for information.

The current expenditure profile sheet shows that including underspends, £25,946 of LEADER funding remains. The remaining Convergence budget currently stands at £220,612. There are enough funds in both budgets to cover all potential projects that will be presented at the meeting should they be successfully approved.

Outputs were discussed briefly. Based on the data recorded the LAG remains well on the way to meeting most of its targets.

7. Potential Projects

CVG 106 – Northern Focus Parkour – Shetland Parkour Experience

Parkour is a physical and mental discipline expressed through human movement. It involves travelling along a route, attempting to navigate obstacles in the most efficient way possible using only your body.

The applicant is seeking Convergence funding of £5,775.60 or 46.6% of overall total project costs of £12,395.60. The aim of the project is to run a four day training programme featuring a mix of indoor and outdoor taster sessions. There will also be coaching/training sessions for group leaders to expand their knowledge. The project is innovative as it plans to create a legacy programme from the event which ensures sustainability and value for money.

A query was raised as to what the funding would be used for. Sheila provided details on the breakdown of costs. The match funding had been confirmed. The LAG discussed the project and felt it could be an interesting project with

worthwhile benefits for participants. The LAG were keen to see the project could engage with hard to reach young people and those in more remote parts of Shetland. The project was invited to submit a full application.

CVG 107 – Shetland Recreational Trust – Regional Hockey Facility, Brae
Shetland Recreational Trust (SRT) are seeking £200,000 or 29% of overall total project costs of £680,983. They aim to develop the sports field at Brae to become the Regional Hockey Facility for Shetland. Shetland Ladies Hockey Association (SLHA) has ambitious plans to develop the sport locally from grass roots level as well as seeking to compete in the national leagues. SRT are working in partnership with SLHA to provide the infrastructure necessary to achieve this objective. The project proposes to upgrade the existing sports field with a new artificial surface specifically for hockey. The existing changing facilities will be upgraded to provide new heating and hot water systems together with other improvements including a new storage building for hockey equipment, new dugouts, spectator shelters and hockey goals. Currently, there is no recognised regional facility for Hockey in Shetland. This project would create such a facility and enable Shetland to participate in the sport on a regional basis.

A query was raised as to how similar this project was to a potential project for a sports facility in Bressay which was rejected by the LAG earlier in the programme. The projects were felt to be quite different. This project, being located in Brae, would be more accessible for participants. The project would not be located in a target area however participants Shetland wide could access it. The majority of the project beneficiaries will be female.

Match funding was discussed. A Stage 1 application to Sport Scotland for 50% of total project costs of £340,490 has been successful.

The LAG felt the project was seeking a large amount of funding; although targets may be conservative they are low for a project of this scale. The project has been put forward under the Revitalising Communities theme and the group felt that there was a lack of evidence to support this in the potential projects form.

The LAG decided to allow the project to proceed to the next stage and submit a full application to March meeting should it be successful in securing Sport Scotland match funding. The applicant was advised to provide sufficient detail as to how the project would contribute towards the Revitalising Communities theme.

CVG 108 – Shetland Bus Friendship Society Property Co. – Enhanced Facilities at Scalloway Museum

Diana Abernethy left the room.

The applicant, Shetland Bus Friendship Society Property Company, was seeking £27,000 or 45% of total project costs of £60,000 to improve toilet facilities for visitors to Scalloway Museum, create a new external display of fisheries related artefacts and improve the energy efficiency of the building.

The LAG recognised that since its opening in May last year Scalloway Museum has quickly become a key piece of the tourism infrastructure in Shetland. It has become a popular destination for bus trips but is struggling to cope with large numbers of visitors all arriving at the same time, particularly as bus passengers tend to be older and are invariably looking for toilet facilities. The current toilet facilities have proved inadequate to cope with these numbers so this project is a necessary improvement to the facility.

A query was raised by a LAG member concerning the relationship between Shetland Bus Friendship Society Property Company (the applicant) who own the premises and Shetland Bus Friendship Society who run the museum. These are currently two separate organisations but may possibly be combined in the near future. The LAG agreed that this would have to be clarified in a full application.

The LAG also queried whether there was any overlap between the proposed external fisheries display and the application currently before the FLAG from another organisation for a fisheries related exhibition at the Scalloway Museum. They requested that it be made clear that the costs of the external display will be entirely capital costs to ensure that there is no overlap between this project and the current LEADER project 065 Scalloway Museum Development Co-ordination (applicant Shetland Bus Friendship Society) which covers interpretation.

The LAG discussed the need to improve energy efficiency in a new building and questioned why the heating system apparently does not work. It was explained that the building has been found to be losing too much heat through the ventilation system, hence the decision to look at a heat recovery system. It was suggested that the Climate Challenge Fund might be a more appropriate source of funding for this part of the project.

The LAG decided to allow the project to proceed to a stage two application on the understanding that the above concerns would be taken into consideration.

Diana Abernethy returned to the room.

8. Projects for decision

LDR 105 – South Nesting Public Hall Committee – Improved Facilities Phase 1

The project was discussed at the previous LAG meeting in November 2012. On 9th August 2012 the LAG awarded Convergence funding of a maximum of £87,210.54 or 45% to South Nesting Public Hall Committee (SNPHC), however, the applicant was unsuccessful with its application to Shetland Islands Council (SIC) for match funding for its project. SNPHC had requested the LAG hold their allocation of Convergence funding available until they could find alternative ways of moving forward. The LAG were happy to do so.

SNPHC have decided the most appropriate way to move their project forward is to split it into two phases. Phase 1 aims to replace the existing metal clad roof and external walls with highly energy efficient insulated composite panels and to replace the existing damaged and obsolete acoustic ceiling tiles with new and improved acoustic panels. SNPHC are seeking £25,000 or 50% of total project costs of £51,200 to cover the costs of the first phase of the project.

Once the fabric of the building is safeguarded for the future SNPHC will seek funding for Phase 2 of the project will include the more imaginative and ambitious income generating elements of the project.

The LAG discussed the project and considered the project evaluation form. The project is considered to be innovative as the applicant has selected materials that are energy efficient and innovative. The prefabricated composite wall and roofing panels arrive on site complete, thereby reducing the potential for waste and speeding up construction time. The committee have a vision to develop the hall into a hub for a number of small micro businesses working in partnership with local volunteers and other organisations. The applicant has taken an innovative approach to enhancing the range of services available in the local area.

The project represents value for money as it aims to ensure the long term financial sustainability of the South Nesting Public Hall by reducing energy and maintenance costs and increasing income through increased usage. Phase 1 will enable Phase 2 of the project to proceed. Phase 2 will enable more income generating elements to take place.

Reasonableness of cost has been assessed. SNPHC have already funded the feasibility and design stage of the project. A grant was received from SIC to cover professional fees up to and including tender. The second stage of professional fees for the Design Team went through a competitive tendering process for the proposed works. The lowest tender was accepted and further savings were subsequently identified that brought the cost down further.

Additionality was discussed. The project is unable to proceed without LEADER funding as all other possible sources of funding have been exhausted. If the project does not secure LEADER funding it is highly unlikely the project will proceed.

The LAG discussed match funding. All other sources of funding have been confirmed. SNPHC are contributing 30% of their own funds to the project.

The LAG felt the project had a good fit with the Revitalising Communities theme even though it was not located in a target area.

The LAG decided to approve the project. See attached voting record.

9. CEEP Projects for approval

Projects submitted under CVG 076 from Shetland Islands Council Education and Social Care – Community Energy Efficiency Programme must now be presented to a LAG meeting for approval.

The LAG considered 11 applications and were happy with their content. The LAG approved all 11 projects presented. The following projects were approved;

- 011 – Cunningsburgh Public Hall – Upgrade of Hall – awarded £10,923 or 37.5% of total project costs of £29,129.
- 012 – Germatwatt Centre – Improvements to Centre – awarded £8,655 or 35% of total project costs of £24,730.
- 013 – Tingwall Public Hall – Improvements to Hall – awarded £2,252 or 37.5% of total project costs of £6,005.
- 014 – Scalloway Youth Centre Trust – Improvements to Centre – awarded £6,202 or 37.5% of total project costs of £16,540.
- 015 – Skeld Public Hall – Improvements to Hall – awarded £20,000 or 36.5% of total project costs of £54,837.
- 016 – Bixter Public Hall – Improvements to Hall – awarded LEADER funding of £10,247 or 37.5% of total project costs of £27,327.
- 017 – Quarff Public Hall – Improvements to Hall – awarded £2,020 or 37.5% of total project costs of £5,388.
- 018 – Livister Youth Centre – Improvements to Centre – awarded £6,992 or 37.4% of total project costs of £18,676.
- 019 – Bridge End Outdoor Centre – Improvements to Centre – awarded LEADER funding of £4,267 or 37.5% of total project costs of £11,380.
- 020 – Lunnasting Public Hall – Improvements to Hall - awarded £6,834 or 37.5% of overall total project costs of £18,226.
- 021 – Voe Public Hall – Improvements to Hall – awarded £3,404 or 37.5% of total project costs of £9,078.

10. Request for extension of funding offer – CVG 070 – Shetland Islands Credit Union – Establishment of a Credit Union in Shetland

Shetland Islands Credit Union (SICU) had written to the LAG to request a six month extension on their offer of funding. The funding had been approved for a two year period until March 2013. They had estimated how much of their

funding allocation they would be able to spend in that time. They explained why the extension was needed. SICU performance has differed from what was projected in the original application for three reasons;

- The SIC offer to provide free payroll reduction to all staff was removed;
- Due to FSA delays, the new Rule Book allowing Credit Unions to accept membership and allow loans to small businesses and community groups is still to be adopted. It was hoped this would happen in 2012.
- The original SICU premises in Hillhead were not ideal and did not generate the footfall required. They were tied into a lease agreement until June 2012. SICU has now moved to the Toll Clock Shopping Centre with immediate results.

After discussing the points above, the LAG were happy to approve the extension.

11.AOB

LEADER Conference

Sally and Sheila gave an update on the 2012 Scottish LEADER Conference they attended in November. The theme for the event was the Future of LEADER in the new programming period 2014-2020. The focus of the event was on what has worked well in the current programme and what should be continued into the next programme, and what lessons have been learned.

There were four workshops covering;

- Models of Delivery
- Engaging with Communities
- Integrating LEADER and Local Development Strategies
- Where does LEADER fit with Community Planning Partnerships and Single Outcome Agreements.

Indications are LEADER will remain a community led fund however it is possible it may have a role in delivering ESF and ERDF funding as well.

The Shetland LAG will need to begin thinking about the next programme and start looking at structures and strategies as well what has been achieved to date.

LEADER Co-ordinators Meeting

Sheila will attend a LEADER Co-ordinators meeting on 8th February 2013

LAG Business Plan/Training

The LAG business plan will need to be reviewed and yearly training will take place later.

LAG Member Descriptions

Sheila asked LAG members to check their current descriptions in the latest version of the Business Plan which is on the website. If updates are required members should sent this to Sheila.

Moving On Employment Project Ltd

Moving On have been invited to deliver a presentation at the next LAG meeting.

12. Date of next meeting/closure

14th March 2013 EDU Boardroom.

Meeting closed at 10.40 am.