

Minutes of Cairngorms Local Action Group meeting held on 19th May, 2016,
11.15-4.30pm in the CNPA Boardroom, Grantown on Spey.

LAG Members Present: 64/36 private/public split.

PRIVATE	PUBLIC
Ian Wilson	Dennis Malone
Drew McFarlane-Slack	David Cameron (Vice-Chair)
Roger Clegg (Chair)	Cattie Anderson
Ben Addy	Brian Wood
Jenny Milne	
Eric Baird	
Kate Adamson	

Apologies: Anna Dawson

In attendance: Alice Mayne (Programme Manager), Adam Howarth (Programme Supervisor),
Lynn Anderson (Programme Support Officer)

Roger welcomed all to the meeting. He referred to the resignation of Ray Morris and explained to the LAG members that there are no plans to recruit another LAG member at this stage. It may be that a LAG recruitment need is identified as the programme progresses.

Minutes of 17th February were approved with no changes.

Declarations of Interest

David Cameron as Corporate Services Director of Cairngorms National Park Authority declared an interest in project 003 and would not participate in this discussion.

Brian Wood as a Cairngorms National Park Authority Board Member declared a non-financial interest in Project 003 and Project 006 but as there was no financial involvement or gain would like to remain for those project discussions. The LAG Board noted interest and agreed this did not require the member's exclusion from the item.

Cattie Anderson noted that SNH was mentioned in project 001, SNH were not mentioned in the formal application and Cattie did not know anything about the project. LAG Board noted this interest and agreed this did not require the members exclusion form the item

Ben Addy declared an interest in that his firm is employed by the Park Authority. LAG Board noted his interest but agreed this would not exclude him from any project discussions.

Dennis Malone declared an interest in that in that he is a member of the SNH Performance Management Board and Scrutiny Panel for the Green Infrastructure Strategic Intervention on European Structural Funds. LAG members noted his interest but agreed this would not preclude him from any project decisions.

Sign constitution, incorporate and elect chair

The SCIO is now established. Currently there are 3 members who have completed Charity Trustee forms and in doing so have been appointed as the initial charity trustees. The current 3 members Drew McFarlane-Slack, David Cameron and Roger Clegg signed the Cairngorms Local Action Trust constitution at this board meeting on 19th May, 2016. The remaining LAG members were then invited to complete an application form to become members of the Cairngorms Local Action Trust. The core group of 3 went on to agree the appointment of the remaining LAG members. It was noted that Anna Dawson should complete an application form at the next LAG meeting.

The Programme Manager explained that the Charity Trust needs to keep a register of all members and this register will appear in the public domain.

All members of the Cairngorms Trust were then appointed as Trustees. Anna Dawson will apply for membership and apply to be a Trustee at the August meeting. New Trustees/Directors will need to be registered with the Charities Regulator.

Election of a Chair – Roger made it clear that he would not want to stand in anybody's way had they wished to be considered for the role of Chairperson, however as no one had come forward and in view of continuity and stability he would be happy to continue in this role until 2018 when he would stand down. This would give someone else the opportunity to oversee the end of this programme and the beginning of the next, Roger also mentioned he has no intention of being involved in the next programme.

It was proposed by Drew McFarlane-Slack that Roger should remain as Chair until 2018, this motion was seconded by Brian Wood.

David Cameron will continue in the role of Vice-Chair as set out in the constitution.

The constitution dictated that both a Treasurer and Secretary should be appointed from the charity trustees. It was agreed that David Cameron should be appointed to the post of Treasurer and Roger Clegg should be appointed to the post of Secretary.

It was noted that David Cameron will be the principle liaison between the SCIO and the Accountable Body.

Enquiries

The enquiries received from 1st Feb-30th April were shared with the LAG for information.

EOI's for comment

Six Expression of Interest forms were shared with the LAG for comment.

Application Process and Review Training

Agree process for Application Appraisal

The Programme Manager explained to the LAG members that although a decision could be made on each of the applications, no firm funding offers will be made in this round until SG have released the LOO and until all projects have provided required supporting evidence. Any approvals will be made in principal.

The Programme Manager asked the LAG members to note that the next round of applications for the LAG meeting in August will be available for review by the scoring sub-group and the LAG from 10th August.

The decisions that can be made by LAG members on applications are as follows:

Rejection

Deferred

Approval in principal

Approval with conditions

Approval

The LAG was asked to consider the merits of having the scoring sub-group. The LAG members agreed that the sub-group scoring applications would give the other LAG members a focus and could be used as a frame of reference.

The Programme Manager agreed to arrange a meeting of the sub-group in advance of the August meeting.

The terms of reference for the sub-group would be drawn up and incorporated into the LAG manual, this would also involve a minor change to the business plan.

The LAG members were shown a short presentation on the decision making process.

There were 5 projects scored by the LAG at this meeting.

Any Other Business.

It had been noted by the Co-operation sub-group members that consultations on the next National Park Partnership Plan (NPPP) are due to begin within the next few weeks and they wondered what mechanisms would be in place for the LAG members to feedback their comments to link the NPPP with LAG activities. David Cameron is to bring a paper to the

next LAG meeting in August on behalf of the Park Authority on where the BIG 9 questions link in the LDS and how this might be reflected in the NPPP. It was also noted that any funds donated through CNPA to the Trust and used for funding will need to demonstrate clear links to the NPPP.

Enterprise & Farm Diversification Update

The funding criteria for this pot of money has changed slightly based on the decision from OSCR. More details of this can be found in the quarterly report and the minutes from the Enterprise Sub Group meeting.

Co-operation sub-group update.

The sub-group agreed the terms of reference for the group. The group are keen to have some co-operation projects worked up for September.

There was also discussion around sustainable tourism and support for migrant families.

The LAG gave approval for the LEADER team to work on the priorities identified in the sub group meeting.

Monitoring & Evaluation update

Adam and Dennis updated the LAG on the monitoring and evaluation session they had attended in Edinburgh. Indicators are still not finalised, and Dennis expressed his disappointment that even though they felt progress had been made at this meeting, 2 months later the indicators had still not been finalised

Monitoring and Evaluation sub group has been set up to support the LAG in achieving their aims as set out in the Monitoring & evaluation strategy, this will form part of the annual review.

Members are being sought for this sub-group. In the absence of Anna, David, Brian, Jenny and Drew and with no volunteers from the LAG members present, it was agreed that an email should be sent round those absent from this part of the meeting looking for volunteers.

The LAG agreed the terms of reference of the Sub Group.

The first task of the group will be to convene a meeting to discuss the Annual Review of the LDS.

Dates and venues of LAG meetings

The Programme Manager drew the LAG's attention to the dates of the next few LAG meetings along with venues.

Additional AOB

A LAG member mentioned the volume of work for the team which the Team had covered and thanked them for their efforts.

Date of next meeting – 30th August

Meeting finished at 4.30pm