

Moray LEADER Local Action Group (LAG) Meeting

Meeting Date	12 January 2017
---------------------	-----------------

Present	Alastair Kennedy (Chair), Bea Jefferson (Deputy Chair), Fabio Villani (tsiMORAY), Alex Walker, Gordon Methven, Iain Findlay, Aileen Buchanan, Fiona Robb (HIE), Debbie Herron, Franziska Smith, Ian Cowe (Forestry Comm), Gavin Clark (SNH), Jana Hutt, Jim Grant (Moray Council), Drew McFarlane-Slack
Apologies	Tracey Gervaise (NHS), Reni Milburn (Moray Council)
In attendance	Joanne Taylor (note-taker)
Private / Public Split	11 / 3 - 21% Public sector representation

Details	Action
<p>Welcome The meeting commenced with a group photo of all the LAG members present, to be put on the website once set-up. Apologies were noted.</p>	
<p>Minutes of previous meeting AK updated the LAG that he had contacted Pearl Hamilton from the FLAG to join the LAG, no answer yet. Accuracy of minutes approved by JH, seconded by GM.</p>	
<p>Derogation Update Original derogation had been approved by Scottish Government. tsiMORAY request to amend LAG consent to allow any appropriate member of tsiMORAY staff to work on LEADER, in addition to the previously agreed named individuals was discussed and approved.</p>	
<p>Website / Social Media LAG considered tsiMORAY Report. More information on the cost of the website over the life of the programme is requested. JG reminded the LAG of the Procurement Policy. FV is not keen for tsiMORAY to take on another website and it was decided that no further action would be taken until the LEADER team is in place and could move this forward themselves. FV confirmed that it is the Moray Council that own the domain, JG to find out who to contact.</p>	JG
<p>Expressions of Interest A list of all received EoIs to date had been circulated, FV updated the LAG that we are now sending an email response to these as they arrive.</p>	

Moray LEADER Local Action Group (LAG) Meeting

<p>LEADER Team Recruitment</p> <p>An email from C Montroy circulated before the meeting was discussed. The LAG was reminded that all recruitment needed to be open and that budgets would need to be considered. The need for an extra layer of communication with SG was considered and dismissed. The LAG approved communication to CM to thank for interest but decline the offer.</p> <p>The ½ post with FLAG was mentioned as yet no update on recruitment of this post.</p> <p>JT and FV gave an update on the team recruitment, the name of the PM was confidentially disclosed with the caveat that references were pending start date was expected to be 20 February.</p> <p>Interviews for the other 2 posts will be taking place during the next 2 weeks it is planned to have the team in place by end of March</p>	<p>AK/FV</p>
<p>Premises</p> <p>BJ updated the LAG on progress, which is slow. Ideally the group is looking for a shop fronted property with disabled access. A serviced accommodation was looked at but it did not offer the above.</p> <p>The LAG confirmed that there were lots of walk-ins on the previous programme so a shop front was priority.</p> <p>Housing the LEADER team in a less prominent premises, then using tsiMORAY front office as a link to the team was considered but it was felt this was confusing and so dismissed.</p> <p>Properties opposite tsiMORAY were discussed and thought would be ideal. JG confirmed that getting a ramp should not be an issue depending on size, it may require planning permission and building warrants. Subgroup composed of Chair, Deputy Chair and tsiMORAY to continue search; LAG agreed to delegate decision on premises to subgroup.</p>	
<p>Project timelines</p> <p>The key factor in the timelines is the staff, it is intended staff will be in place by end of March.</p> <p>Should a suitable property not be found before the team are in place the LAG are asked to suggest hot desk options.</p> <p>The Moray Council was suggested but IT would need to be contacted to check access.</p> <p>Horizon was also suggested, FR to send contact details.</p>	<p>IG</p> <p>FR</p>
<p>LAG Recruitment</p> <p>A count was done of the public / private sector split. There are queries over which sector community councils and Moray College UHI fall under JT to ask SG.</p> <p>Discussion focussed on quorum and minimum numbers in attendance. There was a concern that by trying to increase LAG membership by co-opting members' attendance may slip as individuals were not fully motivated.</p> <p>It was also noted that neither Jim Grant or Reni Milburn, both of the</p>	<p>JT</p>

Moray LEADER Local Action Group (LAG) Meeting

<p>Moray Council, are members of the LAG and only attend in an advisory capacity.</p> <p>It was decided by the LAG that;</p> <p>A quorum would be 7, with the balance favouring the private sector therefore minimum of either 4 private sector representatives or 51% of attendees made up by the private sector, whichever is greater.</p> <p>Quorum to be met for every decision made, with minutes reflecting this.</p> <p>The LAG would approach the following to invite them to put a representative on the LAG;</p> <p>Moray College, UHI Moray Economic Partnership The Moray Council</p>	<p>AK / FV</p>
<p>LAG Development</p> <p>A meeting would be arranged once the team is in place for introductions, this is expected to be in March.</p> <p>Training for the LAG was discussed focussing on how to vet applications and using LARCS. After considering approaching the SG it was decided that once the team are in place and up to speed they would be able to train the LAG.</p> <p>Development session was set for Tuesday 18 April between 10 and 4pm, venue to be confirmed but may be Horizon, Forres. More information would be provided by the new PM once in post.</p>	
<p>AOCB</p> <p>Launch – AK raised the official launch of the programme, it was decided to put this on the agenda for March as the new PM has ideas on this.</p> <p>Scotland’s place in Europe – AK read an email from Peter Ross (attached) from the LAG chair Group for consideration. AK will also forward the ELARD (European Leader Association for Rural Development) Tartu Declaration, renewing ELARD commitment to Community Led Local Development (CLLD).</p> <p>Declaration of interest – Form to be sent to all members, note of sector split and Interest to be taken at start of future meetings.</p> <p>Rural Policy – FV raised awareness that the Co-ordinators are communicating to see how best to influence future rural policy. The LAG agreed that we would want to be involved.</p>	<p>AK</p> <p>JT</p>
<p>Meeting Closed</p> <p>AK thanked all for attending and a Doodle poll would be circulated in due course to set a date for the March meeting.</p>	

JT – 27 January 2017