

**LEADER+ PROGRAMME MONITORING COMMITTEE:
2nd MEETING, JOHN MUIR HOUSE, HADDINGTON, MONDAY 19 MAY 2003**

Present

Jim Millard (Convenor)	Scottish Executive
Helen Betts-Brown	SCVO
Gill Wylie	Scottish Executive
Frank Burns	South Lanarkshire LAG
Bryan McGrath	Scottish Borders LAG
Richard Robinson	Scottish Natural Heritage
Joyce Simpson	Cairngorm LAG

In attendance

John Grieve	UK Leader+ Network, Scottish contact
Tanja Viljannen	European Commission
Brian Wither	Scottish Executive
Joanne Roberts	Scottish Executive

Apologies

Neil Ferguson	Scottish Enterprise
Tony Fitzpatrick	Dumfries & Galloway Council
Frank Gaskell	Highlands & Islands Enterprise
Jane Thomas	Shetland Enterprise Company

1. Welcome and Introduction

1.1 The Convenor opened the meeting by welcoming everyone to the 2nd Leader+ PMC meeting. The LAG members had now been approved and the Chair welcomed them to the meeting. The meeting provided an opportunity for the PMC to have a final comment on the Programme Complement, a first look at the Annual Implementation Report for 2002, an update on N+2 and to discuss the interim report of the mid-term evaluation.

2. Apologies

2.1 Apologies were received from Neil Ferguson, Tony Fitzpatrick, Frank Gaskell and Jane Thomas.

3. Minute of last meeting – 14 November 2002

3.1 The minute was agreed.

4. Matters arising

Picked up under agenda item on the Programme Complement.

5. Annual Implementation Report

5.1 The Annual Implementation Report was due to be submitted to the Commission by 30 June. The Scottish Executive were responsible for submitting the document following approval by the PMC. It was agreed that comments would be taken on the day but any substantive comments could be e-mailed to Brian Wither who would circulate the revised draft prior to submission to the Commission. Comments on the document included:

- Should reflect training provided to LAGs.
- Social economy figures/information to be included.
- Explain delay in programme implementation at the local level.
- Expand detail on PMC.
- Expand on how other policies have been considered in the implementation of the programme.
- Include monitoring indicators even if nil.
- It was confirmed that LAGs were not restricted to their own indicators but could use other indicators as required.
- Clarify receivability date of SPD.

5.2 It was agreed that the minute of the meeting reflect approval of the AIR which would be amended to incorporate any comments and circulated at the beginning of June prior to submission to the Commission.

Action: Scottish Executive to amend AIR and circulate to PMC prior to submission to Commission.

6 N+2

6.1 Prior to discussion about the current position in respect of N+2 Tanya Viljannen confirmed that N+2 will not apply to the Scottish Leader+ programme until 2004 – 2 years following approval in January 2002.

6.2 Although this was good news for 2003 it was important that LAGs strive to achieve the targets set for this year – see Annex A attached. For 2004 the figures would effectively be doubled and the Scottish Executive will confirm actual figures in due course.

6.3 The question was raised about decommitment. This will only happen if the programme fails to achieve N+2, or any other following targets but the PMC and the Scottish Executive will monitor the position to ensure all LAGs are actively striving to achieve relevant targets. LAGs can not vire allocations between Action 1 and Action 2, it was more likely that LAGs would lose some of their financial allocation if they were unable to spend in relevant Action. The Chair advised that LAGs could spend beyond their annual allocations up to the amount originally approved.

Action:

Scottish Executive to provide regular updates to PMC on LAGs progress on expenditure.

LAG members to provide an update LAGs.

Scottish Executive to circulate requirements for N+2 in 2004 to LAGs.

7 Programme Complement

7.1 The Chair advised that when the SPD was approved by the Commission it had been agreed that the Programme Complement would be developed once the business plans had been finalised. The version tabled today picked up comments from the ex-ante evaluation but there was still some work required on indicators. Tanya indicated that the Complement should reflect the links between themes/measures and intervention codes and that the GDP indicator could be removed. Tanya also indicated that the Communications Plan should be developed for the Complement and not just referenced. It was agreed that it was important that a national plan be developed as soon as possible.

7.2 Richard asked how the indicators had been developed. The indicators were taken from those provided by LAGs, added to the general indicators provided by the Commission and developed into programme and LAG level indicators. The PMC can adjust indicators, if necessary, and advise the Commission accordingly.

Action:

Programme Complement to be amended in light of comments received and submitted to the Commission by end of June 2003.

Complement to include Communications Plan.

8 Interim Report for the Mid Term Evaluation

8.1 The Interim Report was provided mainly for information. The Steering Group had met the previous week and received a presentation from the consultants on their findings to date. The main conclusions did not have any surprises but confirmed that it was early days for an evaluation as the Programme was still in the implementation phase.

8.2 The main conclusion was the evaluators suggestion that they revisit the time allocated for project evaluation in still undertaking the requirements of the evaluation but also looking to produce a monitoring toolkit for LAGs and applicants. The Committee welcomed this approach and felt it would be valuable if the evaluators could produce something that would be beneficial to the Programme.

8.3 Concern was expressed as the draft report did not clearly demonstrate that the evaluators had a good grasp of the programme, if there were only a few projects to consider there would be a lack of good practice from which the toolkit could be developed. The steering group should be involved in the direction of the evaluators' work.

Action: Steering Group to continue to maintain oversight of mid term evaluation.

9 AOB

9.1 John Grieve provided an update of the work of the UK Leader+ Network. The network was now fully operational and events since the last PMC events included:

- the national Conference in Rothesay
- workshop in Kendall.

9.2 The next workshop would be in Haddington in June. Along with Jim Millard, Calum McLeod and Muriel MacKenzie he had recently met with most of the LAG coordinators. Discussions had centred on equal opportunities and sustainable development. Muriel had agreed to provide further guidance and would be involved at a future network event. John had now met with 11 LAGs and would meet the last two over June and July.

10 Date of next meeting

The date of the next PMC meeting was agreed for Tuesday 25 November 2003 and Cairngorm LAG offered to host the meeting.

SCOTTISH EXECUTIVE
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