

Arwain Sir Benfro

**Pembrokeshire Local Action Group Meeting
Minutes**

28th January 2015 5.00pm, Bloomfield House Community Centre

Present:

- Nic Wheeler –Chair (Independent)
- Tony Baron – Federation of Small Businesses (FSB) (Private Sector)
- Gareth Bond – Pembrokeshire College (Public Sector)
- Ged Davies – Natural Resources Wales (NRW) (Public Sector)
- Sonya Douglas – Indycube (Private Sector)
- Graham Holmes - Pembrokeshire Housing Association (Third Sector)
- Stella Hooper – Port of Milford Haven (Private Sector)
- Denzil Jenkins - Cymdeithas Cwm Cerwyn GMC (Third Sector)
- Dr Steven Jones – Pembrokeshire County Council (Public Sector)
- Sue Leonard – Pembrokeshire Association of Voluntary Services (Third Sector)
- Emma Lewis - Pembrokeshire Association of Community Transport Organisations (PACTO) (Third Sector)
- Robin Mogg – Pembrokeshire Business Network (PBN) (Private Sector)
- Charlotte Morgan – Pembrokeshire Business Initiative (PBI) (Private Sector)
- Ken Murphy – Dyfed Archaeological Trust (Third Sector)
- Helen Murray – Pembrokeshire Local Action for Enterprise and Development (PLANED) (Third Sector)
- James Parkin – Pembrokeshire Coast National Park Authority (PCNPA) (Public Sector)
- Mike Plumb – National Farmers Union (NFU) (Private Sector)
- Liz Williams - Pembrokeshire Tourism (Private Sector)

In attendance:

Sarah Hughes, Catrin Bradley, Liz Thomas – Pembrokeshire Local Action for Enterprise and Development (PLANED)

Observing:

Jodie McGregor – Pembrokeshire Coastal Forum

1. Welcome and introductions	Nic Wheeler welcomed everyone to the meeting.
2. Apologies	Susan Boughton-Thomas – One Voice Wales (Public Sector) Rhidian Evans – Menter Iaith Sir Benfro (Third Sector) Wendy Goldsworthy - Dragon LNG (Private Sector) Sara Kenny – Job Centre Plus (Public Sector)

	<p>Caroline Mathias – Chwarae Teg (Third Sector) Gareth Morgan - Hywel Dda Health Board (Public Sector)</p>
3. Minutes of the LAG meeting 15 December 2014	The minutes were approved as <i>proposed by Stella Hooper and seconded by Emma Lewis.</i>
4. Matters Arising	Following suggestion at the last meeting simultaneous translation has been made available.
5. Declarations of Interest	No interests were declared.
6. RDP Update	<p>Approval of the LDS and LAG is expected by the end of January 2015, as indicated by the Welsh Government. Formal financial approval is now likely to be confirmed in June. The Lead Body has responded to some queries from Welsh Government. It is anticipated that there may be more detail required on the financial element of the bid.</p> <p>LAG members agreed to maintain momentum of LEADER and understand it in the context of other emerging funds. LAG members agreed to make presentations to the LAG about the wider EU funding developments when appropriate.</p> <p>The Lead Body will update the LAG following a meeting with Terri Thomas in March.</p> <p>The LAG agreed to continue meeting to 1) finalise selection procedures, 2) finalise selection criteria and paperwork, and 3) maximise opportunities for preparation and learning through a series of presentations e.g. promotional material, monitoring and evaluation, legacy and appeals.</p>
7. Vice Chair	The Lead Body had invited nominations for the role of Vice Chair. One nomination had been received for Wendy Goldsworthy. Nic asked for any further nominations. None were received. Wendy Goldsworthy was unanimously accepted as Vice Chair.
8. Selection Procedure	<p>Sarah Hughes outlined the documents that had been previously circulated and a discussion followed that raised the following issues:-</p> <ul style="list-style-type: none"> • Further guidance from Welsh Government may require changes to the document.

- The launch needs to be pre-empted with publicity and information explaining LDS. PLANED has an extensive data base and other events should be used for wider communication opportunities as set out in the LDS.
- Members noted that LEADER is not a grant scheme and applications should ensure that they embody the LEADER ethos and are relevant to the LDS.
- LEADER is about nurturing and helping groups to network.
- It was clarified that the role of the animateurs would be to facilitate groups. Autonomy on scanning and sifting would be on the eligibility of projects and not on merits: ...*“their role as ‘animateurs’ that will support applicants to develop proposals and build a transferable knowledge base that will be invaluable in assisting applicants shorten their learning curve. Every effort will be made to join proposals together where this can be done effectively and meaningfully.”* Quote from Local Development Strategy)
- The initial form should be simple and not exclude anyone.
- From the initial contact form the animateur would then make contact.
- The LAG should be aware of all eligible proposals, even if presented in list form.
- The process should be fair and transparent.
- Animateurs will see the projects through where possible to help get best value, integration and community involvement.
- Ideas that are not eligible or requesting funds in excess of that available could be passed on to other relevant organisations within the LAG or known otherwise.
- The many Action Plans that sit with communities as worked up through the previous Axis 4 programme by PLANED, should be utilised in this process.
- There was a request for a flow diagram to show the process

Nic asked if it would be possible to launch a call, once the LDS is approved, and have projects ready when funding becomes available. Helen noted that this may be difficult without animateurs in place.

Helen explained the differences between LAGS across Wales and that PLANED is being asked for advice from others as they do not have the experience of community consultation. *It was agreed to share best practice amongst groups.* Jodie McGregor offered links

	<p>to good LAGS in England. Sue Leonard offered the evaluation report from the Collaborative Communities experience.</p> <p><i>It was agreed to form a task and finish group – James Parkin, Sonya Douglas, Ged Davies, Robin Mogg, Emma Lewis and Charlotte Morgan agreed to form the group.</i></p> <p><i>Action: Task and Finish Group to meet prior to the next LAG meeting to talk through the issues raised, produce a selection procedure flow chart and further recommendations regarding a staged approach.</i></p>
9. Any other business	<p>Dr Steven Jones gave an overview of the legacy of Pembrokeshire Advance and the final studies that will be completed by early Summer 2015. Two of most relevance to Arwain Sir Benfro were outlined and highlighted: 'One Pembrokeshire' and 'An Economic Development Profile of Pembrokeshire'. Steven agreed to include members of the Lead Body and the LAG as part of the 'client group' or steering group for the studies.</p> <p>Helen Murray welcomed this and asked the LAG to understand the possibilities for the LAG as a laboratory for change. She noted the future opportunities to work with universities and build stronger partnerships through innovation and integration.</p> <p>Steven Jones to send a copy of the One Pembrokeshire study brief for circulation. He confirmed that Pembrokeshire Advance would be finalised shortly and outlined anticipated changes within Pembrokeshire County Council, specifically the disbanding of the Specialised European Team (SET) for a more regional structure to replace it.</p> <p>Linda Reohorn has tendered her resignation from the LAG group due to time constraints.</p> <p>It was agreed to have a speaker at each meeting giving a presentation. Members suggested that a presentation on monitoring and evaluation would be useful.</p>
10. Date of next meeting	Wednesday 11 th March at the Bloomfield Community Centre. The meeting closed at 6.30pm