



## **CNSRP ADVISORY BOARD MEETING**

**25<sup>th</sup> March 2015**  
**Town Hall, Wick**

**Attendees:** Cllr Drew Hendry (Chair), Eann Sinclair (CNSRP), Stuart Black (THC), Roy Kirk (HIE), Derrick Milnes (T&WTC), David Sutherland (THC), Donald MacBeath (NHC-UHI), Sandy Mackie (SHT), Cllr George Farlow, Anna MacConnell (NDA), William Sutherland (HIAL), John Robertson (Crown Estate), Trudy Morris (CCoC), Gordon Doull (WHA), Billy Manson (ACCC), Kristin Scott (SNH), Gill MacVicar (NHS Highland), Roddy Bailey (SDS)

**Apologies:** Cllr Gail Ross, Frances Gunn (CVS North), Cllr Roger Saxon, June Love (HIE), Stephen Sutherland (CCoC), Ken Nicol (DSRL), David Flear (DSG), Bill Baxter (CCoC), Simon Middlemas (Cavendish Dounreay Partnership)

### **1. WELCOME**

The Chair welcomed everyone to the meeting. Introductions round the table.

### **2. DECLARATIONS OF INTEREST**

There were no declarations of interest from Advisory Board members.

### **2. PREVIOUS MINUTES AND MATTERS ARISING**

Minutes approved, with change to reference to North Highland College.

### **3. NDA NUCLEAR ARCHIVE – UPDATE PRESENTATION**

The Chairman welcomed Simon Tucker, MD of Nuclear Archives Ltd, who gave an update presentation on the proposed NDA Nuclear Archive facility, to be built on land adjacent to Wick John O’Groats Airport. See presentation attached to email.

#### Key points were:

- Likely capital cost is approx. £21 Million
- Design & build contractor to be appointed
- Commercial partner to be appointed
- Facility aims to be ready to accept first archive materials in October 2016

Questions:

- Sandy Mackie: will employment on site be responsibility of Commercial Partner?  
Simon Tucker: yes, likely to be around 20 staff employed.
- Cllr Farlow: where does the funding for the project come from? Simon Tucker:  
from NDA, via investment company.

#### **4. PROGRAMME MANAGER UPDATE**

ES quarterly update report was distributed to everyone in advance of the meeting. The report takes a new format, focussing on the major projects in the CNSRP Programme. Following discussion on progress with individual projects ES asked members for feedback on the usefulness of the format. TM suggested that it would still be useful to have a section of narrative text to put the individual projects in wider context. **ACTION 1** – **ES** to revise format for future written updates to take account of feedback.

#### **5. INWARD INVESTMENT – PROGRESS REPORT**

Roy Kirk provided an update on the activities that have been undertaken since the last meeting. The following items were of note:

- Working on revised scopes of work to submit to DSRL to help support inward investment and Talent Attraction activities to fit into CNSRP high level plan. – Ongoing.
- Continued interest in Caithness from oil & gas sector, despite wider issues around price of oil. Cost reduction and margin improvement are key watchwords for the industry, and Caithness can offer potential solutions.
- CNSRP event in Scottish Parliament previous evening to Advisory Board (hosted by Rob Gibson MSP). Good turnout of businesspeople, with key speakers Simon Middlemas (Cavendish Nuclear) and Will Watt (Subsea 7).

#### **6. MEMBER UPDATES**

Caithness Chamber of Commerce

- TM highlighted uncertainty about match funding for Caithness Transport Forum activities following Highland Council decision not to approve further year funding. SB and the Chair made suggestions about alternative approaches for match funding. TM agreed to pursue these and report on progress. **ACTION 2** – TM to pursue alternative CTF funding options.
- Chamber is working on an application to Scottish Government Investing in Young People programme, which involves a range of local partners. Proposal is due to be submitted in June.

Caithness Voluntary Group/CVS North

There were no representatives available to attend the meeting.

### Cavendish Dounreay Partnership

- Cavendish Nuclear has provided part-time resource to support Wick Harbour Authority with their business planning development.
- Cavendish Nuclear has been providing support to CNSRP Programme Manager to develop the high level programme. Simon Middlemas has been working with ES on this.

### Dounreay Stakeholder Group/ DSRL/ NDA

- DSG met on 18th March for its AGM and public meeting.
- NDA Nuclear Archives meeting with DSG members this evening.
- NDA issued a draft paper on their contribution to socio economics and Caithness and North Sutherland since NDA came in to being - the draft paper will come to our socio economic sub group for discussion.
- NDA has approved funding to support the activities of Venture North.
- The Dounreay Socio Economic Alliance Plan for 2015 is nearing completion. This will be discussed at our next sub group meeting.
- DSRL are currently developing a people plan and DSG (and CNSRP Delivery Team) will receive a copy when finalised.
- DSRL approved funding of £20K to support the funding of a planning application for the proposed Community Sports Hub. Cavendish Nuclear have allocated a part-time resource to take this project forward.

### Highland Council

- Council staff will soon be moving into the new building in Market Square, Wick (members were invited to tour the new Council offices after the meeting).
- Contractors are now on site at two new schools developments in Wick.
- The Caithness & Sutherland Local Development Plan “Main Issues Report” – staff collating comments received, and will submit a report to Caithness & Sutherland Area Cttee in May.
- City Region deal for Inverness/ Highland. SB and the Chair spoke of the potential for regional projects (eg marine renewables, infrastructure) to be considered as part of the programme.

### Crown Estate

- Review process for current contracts in wave and tidal.
- Some grid connections have been handed back.

### HAL

- Upgrading works to the airport runway apron are on course for delivery.
- Works to the outside of the Hangar closest to the terminal building are scheduled for May.

### HIE

## CNSRP Advisory Board – March 2015 minutes - approved

- Business as usual. Our team are supporting business growth through account management.
- Scrabster Seafoods have received grant support to create a crab processing facility at Scrabster Harbour, creating up to 25 new jobs.

### North Highland College

- Continued investment in curriculum development.
- Next programme of EU funding likely to become available later this year.
- 10 trainees have been successfully recruited onto SSE Employability Programme, and further 10 trainees recruited onto Linesman programme.

### Scrabster Harbour Trust

- Jubilee Quay investment is proving its worth. Growth in energy traffic and in fish landings.
- Expected growth in cruise ship visits next year, and new product offerings for visitors.
- Upcoming issue with discards legislation.

### Wick Harbour Authority

- Good trading year in 2014/15 (due to renewables traffic)
- Productive discussions with Beatrice representatives, and MORL boats now using harbour to support Metmast maintenance.
- Delighted with Cavendish support to WHA.

### Scottish Natural Heritage

Kristin Scott outlined work continuing on the Peatlands Project, also work to investigate the potential for World Heritage Status. She also suggested that further Marine Designations were likely in the north.

### Skills Development Scotland

Roddy Bailey outlined work in support of the recommendations from the Commission for Scotland's Young Workforce, which related to work also being taken forward by Caithness Chamber. SDS is working with schools and colleges, focussing on S4-6 age group..

### Job Centre Plus

- There were no representatives available to attend the meeting

### Thurso & Wick Trades Council

- Continuing concerns over transport infrastructure. New Scotrail timetables and price of flights to Aberdeen are particular concerns.

## **7. AOB**

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The Chairman thanked the members for attending.

Date of Next meeting – September (date to be confirmed).

**Summary of actions:**

	<b>Action</b>	<b>Lead</b>	<b>Due</b>	<b>Status</b>
1	Revise format of written update	ES	Next meeting	Complete
2	Pursue suggested alternative funding sources for CTF	TM	Next Meeting	Complete