

# CAITHNESS & NORTH SUTHERLAND REGENERATION PARTNERSHIP (CNSRP) – EXECUTIVE BOARD

## MINUTES OF MEETING HELD 9<sup>th</sup> April 2010

**Present:** Sir Anthony Cleaver, Chairman, CNSRP (AC)  
Alistair Dodds, Chief Executive, Highland Council (AD)  
Randall Bargelt, Programme Director, NDA (RB)  
Sandy Brady, Acting Chief Executive, HIE (SB)

**In Attendance:** Eann Sinclair, CNSRP (ES) items 1-4 only

### 1. Apologies

Martin McCloskey (Scottish Government)

### 2. Matters Arising

The minutes of the meeting of 15<sup>th</sup> December 2009 were approved.

Actions 1 & 2: Contact names passed to RK. Submission has now been made to Scottish Government. DSG Socio-economic subgroup has in the meantime submitted interest in Caithness participating in ITER/ IFMIF project.

Action 3: – Airport landing system in progress with HIAL. ES reported Wick Airport Manager is leaving, and is unlikely to be replaced. It was agreed that ES draft a letter to HIAL querying future arrangements at Wick, to be issued by Chair, and inviting Chairman/ CEO to future Executive Board meeting.

- **ACTION (1) ES** to draft letter.

Action 4: Report format being agreed. ES suggested it should be incorporated with the revised communication format for the regeneration programme.

Actions 5&6: It was agreed that a 2010 Caithness Conference needed greater focus. RB suggested focus around the regeneration programme, and delivery of actions. Keynote speaker was discussed, and need to maintain balanced representation from Westminster/ Holyrood was agreed.

- **ACTION (2) ES** to draft an event outline

Action 7: Orkney links established. F. Macpherson/ C. Conway visited EMEC during Feb 10. ES in discussions with Lucy Parsons (OIC). CNSRP Advisory Board visit to Orkney planned for May 10. ES reported on imminent creation of local “action team” to agree issues, opportunities and responsibilities. It was agreed that increased Crown Estate involvement is crucial, and that community benefit from renewables remains a high priority. AD highlighted the memorandum of understanding between Crown estate, local authorities and HIE. He suggested it would be useful to include Sir Anthony in plans for Advisory Board visit to Orkney to meet EMEC staff, OIC and HIE staff and discuss/ agree common goals.

- **ACTION (3) ES** to confirm dates for Advisory Board visit in discussion with Sir Anthony.

Action 10: Completed.

Action 11: Carried forward to enable C Davidson (HIE) to attend next Board meeting to update on marine energy.

Action 12: Carried forward.

### 3. Issues from 18<sup>th</sup> March Advisory Board

Dounreay PBO Competition: the relative importance of socio-economics was raised, following concerns expressed at the Dounreay Stakeholders' Group meeting. John Thurso MP has been discussing with NDA Chief Executive, and NDA Chief executive has also written to DSG to say that NDA competition team will discuss main issue ("contractualising" socio-economics) with HIE and Highland Council. RB said the ability to include in the PBO contract would be dependent on establishing measurable outputs. AD said there were examples of Highland Council contracts with weightings for socio-economics.

- **ACTION (4) RB** to circulate letters from NDA Chief Executive.
- **ACTION (5) RB** to check when competition team will contact HIE and Highland Council.
- **ACTION (6) AD** to forward examples of Highland Council contracts involving socio-economic provisions.

Regeneration Programme: ES presented outline of programme to Advisory Board members. Important point was made that the programme is not just about creating "replacement" employment for direct DSRL staff – it is also about maintaining and growing the levels of employment within the supply chain and the wider community. ES suggested that he needed to communicate more effectively that the programme was designed to deliver both aspects. SB reminded of the initial projections for unemployment at the time of the Parkinson announcement on Dounreay decommissioning (1988) and cautioned about longer-term projections, whilst recognising the need to give clear strategic direction. He suggested that HIE's economics team would be able to help support this work.

- **ACTION (7) ES** to contact A. Nicholson HIE to discuss.

### 4. Programme Manager Update

ES showed a hard copy version of the draft programme. There are two main areas where gaps remain: marine energy and inward investment. However, he suggested that if agreement to issue a "version 1.0" of the Programme could be reached then these two areas would be fleshed out in detail with colleagues from HIE.

- **ACTION (8) ES** to circulate spreadsheet version of the Programme and draft Project Plan for comment before issuing to stakeholders.
- **ACTION (9) ES** to coordinate date for separate Board discussion on programme detail and delivery

SB said there are several audiences for the programme, and each might require differing formats for presentation. ES agreed and said that he hoped the main public version of the Programme would remain similar to the current "Action Plan" format, but with additional formats used as appropriate (eg poster-sized update table). The more detailed MS Project version of the programme will be the main monitoring tool for the Programme Manager.

*ES left the meeting at this point.*

## 5. Future Partnership working

It was agreed that the commitment to the Regeneration Partnership should be continued beyond its current three-year funding cycle. However, it was felt that the resources required to deliver the regeneration programme needed to be clarified. The Executive Board should communicate more clearly its requirements, and the Programme Manager should revert to the Executive Board with a paper clearly scoping the resource needed for delivery.

- **ACTION (10) RB** to communicate Board discussion to ES
- **ACTION (11) ES** to produce scoping paper for delivery resources.

### Summary of Actions

<b>Ref:</b>	<b>Action:</b>	<b>Due Date:</b>	<b>Responsible Person:</b>
1	Draft letter to HIAL re: Wick Airport inviting Chair/ CEO to next Board meeting	16/04/10	ES
2	Draft event outline for Caithness Conference	23/04/10	ES
3	Confirm dates for Advisory Board visit to EMEC/OIC/HIE Orkney, in discussions with Sir Anthony.	23/04/10	ES
4	Circulate letters from NDA CEO	16/04/10	RB
5	Check HIE/ Highland Council meetings with NDA team	16/04/10	RB
6	Forward to NDA examples of Highland Council contracts with socio-economic provision	16/04/10	AD
7	Contact A. Nicholson, HIE for support with forecasting	23/04/10	ES
8	Circulate spreadsheet version of programme and draft Project Plan	25/04/10	ES
9	Arrange date for Exec Board to meet to discuss programme	23/04/10	ES
10	Communicate Board discussion to ES	12/04/10	RB
11	Produce scoping paper on delivery resources	23/04/10	ES