

**Caithness & North Sutherland Regeneration Partnership (CNSRP)
Executive Board meeting**

**2nd September 2011
Centre for Energy & the Environment, Thurso**

Present: Sir Anthony Cleaver (Chair)
Liz Galashan, Skills Development Scotland (LG)
Jon Phillips, Nuclear Decommissioning Authority (JP) by V/C
Karen Jackson, Scottish Government (KJ) by V/C
Roy Kirk, Highlands and Islands Enterprise (RK)
Alistair Dodds, Highland Council (AD) by V/C
Euan Mackay, Grangeston Economics – *for item 2 only*

In Attendance: Eann Sinclair, CNSRP (ES)
Eilidh Gunn, CNSRP (minutes)

1. Welcome and Apologies

Apologies - Alex Paterson.

Liz Galashan was welcomed to the board and gave an overview of her role and current projects, in particular discussions with Highland Council about an Energy Academy. SDS are currently recruiting a team leader for its Thurso office.

ACTION 1 - LG to keep Board updated on Energy Academy discussions.

2. Report on progress with “The Socio-economics of Dounreay decommissioning” study

Euan Mackay of Grangeston Economics gave an update on progress with this study. He said that a draft report will be available in 3-4 weeks. Currently 750 DSRL staff have completed a detailed survey aimed at highlighting changes in working arrangements, attitudes etc. Research, although incomplete, is indicating that the Partnership has successfully led change; business and community confidence is growing, and progress towards a more diversified economy is moving forward.

ACTION 2 - ES to circulate report when available and include on next agenda.

3. Previous Minutes

Agreed subject to one error in the list of actions.

4. Matters Arising

The Crown Estate are still considering possible resource following the departure of its Wave & Tidal Manager. Further discussion with Pentland Firth Co-ordination Committee is expected on 5th September.

The Chairman has arranged a meeting with Fergus Ewing for 29th September to introduce the partnership to the new Minister. **ACTION 3 - KJ** to ensure this meeting goes ahead even if discussions on Enterprise Zones have moved on. **ACTION 4 - KJ and ES** to discuss issues in advance of the 29th September.

The Partnering Charter has been published by NDA/DSRL. Nigel Lowe takes up position at NDA this month. **ACTION 5 - ALL** to discuss future representation from NDA at Executive Board level.

The Board also agreed to look into the possibility in the future of having the PBO join the board.

5. Issues from Advisory Board

Advisory Board agreed that a three year Delivery Plan should be published. A paper had been previously circulated for comment.

Comments:

- Lead agency for enabling activities should be agreed with relevant body before publication.
- Remove gantt chart from all except enabling activities, as the summary timeline is only meaningful for enabling actions
- Add PBO timeline
- Add partner websites

ACTION 6 - ES amend as per comments and publicise on website.

Written issues log to be updated following Advisory Board meeting and Executive Board comments.

ACTION 7 - ES to update issues log.

6. Programme Manager Update

A paper on project-level priorities and co-funding mechanisms had been previously circulated for comment.

Comments:

- There should be one lead agency, not two.
- List could be split into public-led and private-led without public intervention.
- The Programme Manager would have discussions with HIE and NDA regarding the development of a mechanism for co-funding projects.

ACTION 8 - ES to amend as per comments and recirculate.

Marine Energy Parks are still under discussion. It was agreed that it was important for Caithness and Orkney to work together. ES circulated a draft presentation for comment. It was agreed that this was a useful basis for moving forward. **ACTION 9 – Chairman** to discuss with John Thurso MP further Ministerial contact.

AD's video link was lost at this point.

7. Any other business

J Phillips said that Thurso town centre by-pass has been brought up recently in the press in the context of the movement of Exotic Fuels from Dounreay, but the Board does not currently have this on a priority list. ES said that HITRANS has recently commissioned a study to examine the area's "internal" road transport infrastructure. The results of that study will help inform future transport issues relating to the energy sector. The Chairman agreed to separately discuss with NDA the recent paper on Credible Options for transport of Exotic Fuels. **ACTION 10 – Chairman.**

Summary of Actions

Ref:	Action:	Responsible Person:	Due Date:
1	Keep board updated on Energy Academy discussions.	LG	Next meeting
2	Circulate "The Socio-economics of Dounreay decommissioning" report when available and include on next agenda.	ES	30/09/11
3	Ensure meeting with Fergus Ewing goes ahead.	KJ	29/09/11
4	Discuss issues in advance of the 29 th September	KJ/ ES	16/09/11
5	Discuss future NDA representative at Exec Board	All	Next meeting
6	Amend delivery plan as per comments and recirculate	ES	30/09/11
7	Update issues log between the two boards	ES	09/09/11
8	Amend "project level priorities and co-funding mechanisms" paper as per comments and recirculate	ES	07/10/11
9	Discuss with John Thurso further Ministerial contact re: ME Park	AC	23/09/11
10	Discuss NDA Credible Options paper with J Phillips	AC	09/09/11