

CNSRP Executive Board – 14th September 2012

Minute of meeting held at NDA office, Forss

Present: Sir Anthony Cleaver (AC) (Chair)
Alistair Dodds, Highland Council (AD)
Roger Hardy, Babcock Dounreay Partnership (RH)
Karen Jackson, Scottish Government (KJ)
Nigel Lowe, Nuclear Decommissioning Authority (NL)
Alex Paterson, Highlands & Islands Enterprise (AP)
Anthony Standing, Skills Development Scotland (AS)

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

1. Welcome and Apologies

Apologies - none.

2. Previous Minutes

Agreed.

3. Matters Arising

Updates on previous actions:

- Final report “The Socio economics of Dounreay decommissioning” was published.
- Discussions regarding business development at airport are ongoing with HIAL. Additional support to HIAL has been offered by Babcock.

4. Issues from CNSRP Advisory Board, 28th August

This was the first Advisory Board meeting with Cllr Drew Hendry as chair.

- Pentland Firth & Orkney Waters Leadership Forum (PFOWLF) / Crown Estate. Although Crown Estate had originally committed to attend, apologies were received. ES has an action to write to the Crown Estate. Continuing concern amongst Advisory Board members at flow of communications from PFOWLF.
 - **ACTIONS:**
 - (1) AP to ask PFOWLF representative to attend an AB meeting.
 - (2) ES inform Advisory Board members this is being addressed.
- Tourism. HIE’s Area Team is developing the “Ambitious for Tourism” programme to address the perceived lack of collective working in tourism. Business bodies feel that the pace of progress is too slow. The natural Retreats development at John O’Groats has already encouraged several additional businesses to set up at John O’Groats, offering the beginnings of a tourism “cluster”. NL said NDA had received an enquiry from Wick Harbour Authority regarding attending conferences for the cruise market. AD suggested contact with Highland Council’s member of staff who already has a supporting role in this sector. Also suggest that the onshore tourism offering for the cruise market be revisited as well as the wider visitor experience, initially with a meeting of relevant organisations. The NHI has developed its capabilities in the tourism/ food & drink sector – the Chair suggested a presentation to the Partnership.
 - **ACTIONS:**

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(3) ES - put Wick Harbour Authority in touch with Highland Council tourism staff.

(4) AP - invite tourism staff from HIE and THC to a meeting to discuss the visitor experience.

(5) ES – discuss with NHI a presentation to the Partnership.

- Wick HMRC. The Wick HMRC office and its staff remain under threat of closure in 2014, driven by HMRC's long term strategy of developing larger service centres. Members felt there were a number of good reasons HMRC should reconsider closing the office. There are a number of national/ international business service organisations in the Highlands and Islands that continue to perform well.
 - **ACTIONS:**
 - (6) ES to meet with the local HMRC staff then circulate a note regarding current status.**
- Broadband. AP noted that the procurement of the main contract for the roll out of Next Generation Broadband had been delayed, but it was hoped that contract would be agreed by December.
- Advisory/ Executive Boards. The two Boards had agreed to meet once per year. This year's meeting had been delayed by spring 2012 Executive Board meeting cancellation.
 - **ACTIONS:**
 - (7) ES to arrange joint meeting of Boards for Apr/ May 2013.**

5. Update on transport connectivity issues

Discussions are taking place to enhance commercial usage of the new rail-freight terminal at Georgemas, and to ease potential traffic issues on the Far North Line.

Funding for a detailed design study of proposed Trunk Road improvements at Berriedale has been secured. This work will take the project to "shovel-ready" stage.

HIAL's business development planning for Wick airport was welcomed, and partner support for the airport was reiterated. Need for clarity on priority issues at the airport was agreed. AP agreed to pass on to HIAL's Managing Director the main discussion points.

6. Programme Manager Update

The Socio-economic Impacts of Dounreay Decommissioning. Study findings indicate that the area economy is less dependent upon Dounreay than five years previously. Surveys of Dounreay and supply chain workers suggest increased likelihood of staying in the area to live and work beyond their Dounreay employment, and increased interest in setting up their own business. Business start-up rates have increased.

Dounreay Socio-Economic Development Plan and HIE 2020 vision for Caithness and North Sutherland. These have been circulated for consultation.

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Project Level Priorities. Four initial project papers have been produced by CNSRP Programme Manager. Progress will be reported on these at next EB meeting.

Skills. AP suggested that it would be useful for the Board members to have an update at a future meeting from Caithness Chamber of Commerce on outcomes from the “Make The Right Connections” skills transition programme.

CNSRP Programme. Activity line on radio-pharmaceuticals to be removed from monitoring list.

Communications update. Discussion focused around marketing the area - perhaps using relatively “underplayed” stories such as Subsea 7 building the world’s largest moveable structures, KP Technology’s nano-tech developments, Kongsberg Maritime’s domination of subsea camera market, ABSL batteries. It was agreed that communications material should be developed which would carry these messages. AS said that Labour Market Information would also add value to new marketing, and that Skills Development Scotland could generate required information.

ACTIONS:

(8) ES to work on key communications messages, materials and media.

(9) ES to agree key communications messages to Press from Executive and Advisory meetings.

7. Any other business

None.

Summary of agreed actions:

Ref:	Action:	Due Date:	Responsible:
1	Invite PFOWLF representative to an AB meeting.	Next meeting	A Paterson
2	Inform the AB this is being addressed.	Next meeting	E Sinclair
3	Put Wick Harbour Authority in touch with HC tourism staff.	ASAP	E Sinclair
4	Invite tourism staff from HIE and HC to a meeting to discuss visitor experience.	Next meeting.	A Paterson
5	Discuss with NHI a presentation to the Partnership	05/10/12	E Sinclair
6	Circulate a note regarding current status of HMRC Wick office.	05/10/12	E Sinclair
7	Arrange shared meeting between EB and AD for April/ May 2013.	Next Meeting	E Sinclair
8	Work on key communications messages, materials and media.	Next Meeting	E Sinclair
9	Agree key communications messages to Press from EB and AB meetings	05/10/12	E Sinclair