

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

Minutes of meeting held 20th March 2013 at Cowan House, Inverness

Present: Sir Anthony Cleaver (Chair)
Anthony Standing, SDS (AS)
Nigel Lowe, NDA (NL)
Alistair Dodds, Highland Council (AD)
Karen Jackson, Scottish Government (KJ)
Roger Hardy, DSRL (RH)
Roy Kirk, HIE (RK)

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

1. Welcome / Apologies / Previous Minutes

Alex Paterson (HIE). Previous minutes agreed.

2. Matters Arising

- Skills Mapping / Skills Investment Plan
AS provided an update on progress with both pieces of work. The Caithness information will include data from the Make The Right Connections programme. AD felt the urgent need was to move into detailed action on these issues.
- The Chair reported that a meeting in London with HMRC is now set up. Chair requests any useful materials/ data that may support the ability of the area to attract ongoing and new HMRC business.
ACTION (1) ES to recirculate previous briefing notes on HMRC position.

3. Presentation on the North Highland Initiative (NHI)

David Whiteford (Chairman) and Tom Campbell (Chief Executive) gave a presentation on NHI's working model and funding situation, with further detail on operational priorities. Seeking public funding however would need to come forward with projects or tender for work.

4. Issues from CNSRP Advisory Board, 30th November 2012

- Some members had a tour of John O'Groats hotel and lodges and were very impressed with the development.
- Concern over relative lack of progress with Wick John O'Groats Airport discussions. However discussions continue with HIAL. Members welcomed recent oil & gas business through the airport, and the demonstration it offered of the airport's strategic geographic position for energy traffic, as well as its ability to handle increased traffic numbers.

- NDA and HIE are investigating support for projects around Wick Harbour such as heavy lift, dredging and storm gates.
- There is now a clear timetable from HIE for the access road at Scrabster and a clear timetable for the Highland Council planning team who met with Scrabster Harbour Trust three weeks ago.

5. Programme Manager Update

Priority projects

- Communications – Identify throughout the year dates we can run stories. Annual report will be circulated with comments due at June meeting, Chair would like to take this draft into a meeting with Mr Swinney.
- Job Creation Table Graph was tabled for discussion. The ‘other’ field includes local market activity and is generally where Business Start Ups feature. ES noted that there have been comparatively few BSUs in key sectors.

6. Any other business

- HIE Caithness and North Sutherland Marketing Plan was tabled for comment. The proposed dinner in London is being facilitated by SCDI and will feature Roger Hardy as keynote speaker. CNSRP partners have been asked to forward potential invitee names to ES.
ACTION (2) ES to circulate list of names for SCDI dinner.

Summary of Actions

Ref:	Action:	Due Date:	Responsible Person:
1	Recirculate previous HMRC meeting notes	25/03/13	Eann Sinclair
2	Circulate list of names for SCDI dinner	25/03/13	Eann Sinclair