

## **Caithness & North Sutherland Regeneration Partnership**

### **Executive Board meeting, Wick Town Hall 3 July 2015**

**Present:** Eann Sinclair, CNSRP Programme Manager (ES) (Chair, due to Sir AC's absence)  
Stuart Black, Highland Council (SB)  
Roy Kirk, HIE (RK)  
Nigel Lowe, NDA (NL)  
Simon Middlemas, PBO (SM)  
Anthony Standing, SDS (AS)

**Apologies:** Steve Barron, Highland Council; Sir Anthony Cleaver; Karen Jackson, Scottish Government; Alex Paterson, HIE

**In Attendance:** Shoshana Mitchell, CNSRP Project Coordinator

#### **1 Lunch & Welcome**

Sir Anthony Cleaver had been unable to attend due to his flight being unable to land at Wick. It was agreed that ES would Chair the meeting in his absence.

#### **2 Apologies / Previous Minutes / Matters Arising**

Previous minutes (21 April 2015) agreed.

- AS discussed data from Aberdeen PACE event with DSRL, who had also held a recruitment event in Aberdeen recently which had attracted over 100 people
- AS stated that he had organised the data requested regarding Modern Apprenticeships; it is done by postcode and can therefore be filtered to display data only for North Sutherland, etc.  
**ACTION 1 AS to send MA spreadsheet/data to ES**
- SB commented that THC are currently working on three college areas for Highland Works (Inverness, West Highland and North Highland)

#### **3 Issues from Advisory Board meeting, 18 June**

- ES reported that members had been asked for their views on whether Advisory Board meetings should be held in public or private. This question had been asked of them before (in 2008 and in 2011) and the members' collective view remained that the meetings should continue to be held in private, in order to encourage full discussion and open feedback.

#### **4 Programme Manager Update**

A conversation was held regarding the usefulness of the continued inclusion of 'Business Services' in the Programme. It was agreed that it should remain, and that we are targeting the 'high end' of this sector. However, the sector does, by definition, at times crossover with others (e.g. is Escape Technologies in the Business Services sector, or the Energy sector?). It has already attracted some examples to the area, such as the Pensions Administration Office purchased by Aon Hewitt. RK commented that there is potential for involvement from some Norwegian investors, as well, and confirmed that our unique selling point is the cost-efficiency of the area (including low staff turnover).

ES went over a small PowerPoint presentation with the group (attached to minutes). We are currently about midway through the initial period set up in 2014 and most sectors doing well. He reiterated that the Partnership's Key Messages need to be made visible to the public on a regular basis. SM discussed working on posters for Dounreay and AS offered to get their infographic person to work up an infographic if ES provides him with the necessary data (**ACTION 2**). It was also asked if the 'new jobs' numbers currently include Modern Apprenticeships, and if so whether these could be identified separately

Approved version

**(ACTION 3)**. It was clarified that 'local market' refers to businesses/jobs that don't operate outwith the local area (e.g. plumbers, manufacturing etc.).

ES will re-examine Dounreay targets/numbers in light of the new timeline (Dounreay "interim end-state" now expected to be 2030) **(ACTION 4)**.

ES confirmed that he will be meeting with Project Owners in the coming weeks in order to progress and update the Programme (which may affect funding). He also mentioned that the Delivery Group previously identified issues with the colours used in the Programme and this has been addressed. SB was concerned about the number of projects listed in amber. He will also discuss with Project Owners the fact that the Project Plan is also a Communications plan. Every 'milestone' on a project plan is an opportunity for putting the story and message across.

RK confirmed that June Love is working on the Inward Investment Plan and this will hopefully be circulated by late July. He also informed the team about a potential project that is being explored currently, involving an area of North Sutherland. If this project moves forward it would be very high-profile for the area, and the country. SM was keen that CNSRP partners help where possible, and SB indicated that he felt THC would have a role in helping address planning issues.

## 6 Any Other Business

- AS discussed the results of the school-leaver report and will send the report (both analysis and numbers) to ES to distribute across the wider group **(ACTION 6)**. Results indicate that, while the Highland average for school-leavers entering employment is the highest ever, the rates in Thurso and Wick are lower (despite many young people in the area attending UHI; the North Highland College campus is next to Thurso High School).
- Sir Anthony relayed the message that he has the materials from Primary Engineers and asked to whom he should direct the information. AS suggested contacting SDS at the national level. SB also reported that THC has recruited Andrew Johnston as the lead for the new Science Skills Academy project. SM commented that he would like to speak with him
- SB commented that Cllr Margaret Davidson is the new Leader of the Highland Council, and that she considers Caithness one of the priority areas for THC. She may come to Thurso in the near future.
- RK asked whether MD may become the Chair for the Advisory Board; ES replied that there was to have been a meeting that day but we most likely will not get formal confirmation until after 13 July.

## Summary of Actions

	<b>Action:</b>	<b>Due Date:</b>	<b>Lead</b>
1	AS to send MA spreadsheet/data to ES	ASAP	AS
2	SDS Infographic person to help work up graphics	ASAP	AS
3	Clarify 'new job' numbers: How many are Modern Apprenticeships?	Next Meeting	ES
4	Re-examine jobs targets/numbers in light of the new Dounreay timeline	Next Meeting	ES
5	AS to send school-leaver report to ES for distribution		AS