

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

Minutes of meeting held 23rd September 2010 at Wick Town Hall

Present: Sir Anthony Cleaver (Chair)
Anna MacConnell, NDA
Stuart Black, THC
Karen Jackson, Scottish Government
Charlotte Wright, HIE

In Attendance: Roy Kirk, HIE
Eann Sinclair, CNSRP
Ian Hargrave, THC
Eilidh Gunn, CNSRP (minutes)

1. Apologies

Alistair Dodds (THC), Randall Bargelt (NDA), Alex Paterson (HIE)

2. Dounreay PBO Competition

Graeme Rankin (NDA Competition Team) attended to provide an update on the PBO Competition, and a paper was circulated to members. Main points included:

- the general schedule for the competition: the tender process for the two bidders is expected to run May-Aug 2011 followed by a 3 month evaluation period with the winner being announced Dec 2011 and share transfer to take place 30th March 2012.
- the £150 million funding settlement: whilst this sum cannot be guaranteed, it is described as “planned assured” funding.
- socio economic plans: the circulated paper (“Dounreay Competition Socio-Economic Commitments”) contained a summary of the commitments placed on the PBO mitigating consequences of Dounreay run down. The recommendations in the paper were broadly welcomed, and are due to go forward to the Competition Review Board for approval.

During the Sellafeld competition the NDA facilitated engagement between the bidders and community representatives. This was suggested as a worthwhile approach. It was agreed that a small team of representatives from the key stakeholder organisations (Dounreay Stakeholder Group and Caithness & North Sutherland Regeneration Partnership) would be able to engage with bidders in a meaningful way. The Chairman suggested that John Thurso MP might be well placed to lead such a team. ES agreed to discuss with John Thurso, and to look at appropriate representation on such a grouping.

ACTION 1 – ES to discuss idea with John Thurso

ACTION 2 – ES to draft 6-8 suggestions of stakeholders the bidders may benefit from engaging with.

3. Previous Minutes & Matters Arising

Previous minutes were agreed as accurate.

- Highland Council is still the owner of the hanger at Wick airport – no current alternative interest in the property.
- ES had spoken to John Thurso re a Caithness Conference 2010. There was agreement that a conference would need a specific purpose, and that one possible way forward was to launch the forward plan and Vision, using such an event to review outcomes from the 2007-2010 Action Plan.

4. Issues From 13th September Advisory Board

One member at the advisory board had noted dissatisfaction with help offered by CNSRP to Scrabster whilst dealing with the four funding bodies during the funding process for phase 1 development. Members felt that perhaps the failing had been in publicising the nature of the support given rather than a lack of support towards the Trust.

ACTION 3 - ES to discuss with SHT and funders press messages following the imminent meeting of funders re the Scrabster project, with a view to issuing information to the press.

A paper was circulated summarising comments and recommendations from the recent Cumbria learning journey. Key points were:

- Britain's Energy Coast (BEC) provides a useful comparator for Caithness/ North Sutherland. No central budget is held by partners, but key projects are taken to its board for prioritisation, and then partners are responsible for due diligence on funding issues. CNSRP partners work to an Action Plan that effectively delivers this approach, but there is potential for more formal recognition of this process.
- A useful lesson for the Executive Board is that twice a year BEC Board meetings are held in London to allow Ministers to attend. This maintains BEC profile. A similar idea could be implemented for CNSRP, allowing key Scottish Ministers to hear of progress at first hand.

ACTION 4 – ES to review Action Plan prioritisation processes.

ACTION 5 – ES & KJ to review dates for meeting with Minister(s).

Progress on the workforce transition proposal was discussed. It was felt that Skills Development Scotland should be playing a key partner role in the project, but further work required to fully involve SDS in the partnership.

ACTION 6 - ES to invite senior SDS manager to present to future board meeting.

5. Programme Manager Update

Eann Sinclair outlined key messages to capture achievements over the last three years. Following agreement of future high-level plans at the Inverness workshop in July there is now a requirement to complete a more detailed delivery plan for the next 3 years. This will in turn dictate the most appropriate future Partnership structure. RK circulated a paper describing HIE Area team's priorities over the next three years. The Chairman said that the key

challenge was to describe how the priorities would be delivered, so that key milestones can be communicated.

ACTION 7 - RK & ES to agree delivery plan.

ES highlighted the significant work completed by HIE to make application to the coalition Government for a pilot scheme focusing on the roll-out of super fast broadband. This had been informed in part by work done over the past nine months by a local group drawn from the CNSRP Advisory Board. Members agreed that, if secured, the project could have a significant impact on both existing and new business for the area.

6. AOB

National Nuclear Archive – AM confirmed that a detailed business case has now been prepared and will be presented next month to the NDA Board.

The Chairman noted that Randall Bargelt was soon to leave his post at the NDA. On behalf of the Executive Board and the rest of the Partnership he wished Randall well for the future, and highlighted the excellent support and commitment Randall has provided to the NDA, as well as being a committed ambassador for the area within the NDA.

AM confirmed that Randall’s post was being advertised within the NDA.

Summary of Actions

Ref:	Action:	Due Date:	Responsible Person:
1	Discuss with John Thurso MP to lead team engaging with developers	ASAP	Eann Sinclair
2	Provide 6-8 suggestions of stakeholders the PBO bidders may benefit from engaging with.	ASAP	Eann Sinclair
3	Ensure that after the next Scrabster Trust meeting on Monday a message is sent to the press	ASAP	Eann Sinclair
4	Review Action Plan prioritisation processes	ASAP	Eann Sinclair
5	To set up a meeting based on Ministers diaries.	ASAP	Eann Sinclair & Karen Jackson
6	Invite SDS manager to present to board	ASAP	Eann Sinclair
7	Agree delivery plan	ASAP	Eann Sinclair & Roy Kirk