



CNSRP ADVISORY BOARD MEETING

9th November 2016
Norseman Hotel, Wick

Attendees: Cllr Alasdair Rhind (Chair) Derrick Milnes (T&WTC), Kristin Scott (SNH), Trudy Morris (CCoC), June Love (DSRL), Bill Baxter (CCoC), Cllr Matthew Reiss, Eann Sinclair (CNSRP), William Sutherland (HIAL), Mark Stuart (HIAL), Sandy Mackie (SHT), Frances Gunn (CVS North), David Flear (DSG), Cllr Roger Saxon, Stephen Sheridan (SDS), Roy Kirk (HIE), Simon Middlemas (Cavendish Dounreay Partnership), Stuart Black (THC), Donald MacBeath (NHC-UHI), Karl Rosie (MP's office), Gill MacVicar (NHS Highland), Alex MacManus (THC)

Apologies: Cllr George Farlow, Cllr Margaret Davidson, Dr Paul Monaghan MP, Gail Ross MSP, Stephen Sutherland (CCoC), Willie Watt (WHA), John Robertson (Crown Estate), Billy Manson (ACCC),

1. PREVIOUS MINUTES AND MATTERS ARISING

Previous minutes were agreed as submitted.

Actions arising:

- Talent Attraction – Needs Assessment completed by Caithness Chamber on behalf of HIE. Reinforces messages in ES/ SM presentation regarding skills needs in the future. HIE to consider next steps. **ACTION – RK** to update at next meeting.

1b. DECLARATIONS OF INTEREST

Cllr R Saxon declared an interest as Board member of Caithness Horizons.

2. PROGRAMME MANAGER UPDATE – PROGRESS REPORT

ES quarterly update report was distributed to everyone in advance of the meeting, and some verbal updates were discussed.

Key Points:

- Offshore wind – SSE progress with Beatrice Offshore Windfarm – planning application submitted for O&M base at Wick harbour. First O&M jobs advertised by SSE. CNSRP Delivery Group priority is to work with SSE/ BOWL to understand recruitment timescales and to ensure jobs can be filled/ based in Wick. Also need to understand supply chain requirements. SSE staff were due to attend the meeting, but will return later in November for discussions.
- Meygen project progress – good to see Scrabster harbour's role in the project, along with JGC Engineering. Again, key priority will be to understand the O&M plans of Atlantis Resources.
- NDA Archive – D Flear confirmed keys for the facility had been handed over today (09/11/16) to the commercial operator, and that the facility remained on track to open in January 2017. Staff recruitment has also been completed. Work has also now commenced on the car parking space that will be shared between the NDA Archive and Wick John O'Groats airport.

4b. COMMUNICATIONS

ES referred the group to the distributed list of CNSRP media coverage.

6. MEMBER UPDATES

Written updates were distributed to members in advance of the meeting. The following additional points were also discussed at the meeting:

Scrabster Harbour Trust

Continuing good levels of activity. Increased levels of press coverage via support from commercial PR company..

Highland Council

Cllr Farlow highlighted ongoing issues relating to the forestry industry around Strathhalladale, and the impact on roads infrastructure.

Highlands and Islands Enterprise

RK reported continuing growth from local companies account-managed by HIE. He also highlighted the Enterprise & Skills review being undertaken by Scottish Government. Outcomes are expected in the Autumn.

Scottish Natural Heritage

John Henderson has stepped down as Chair of the Peatlands Partnership, with Stuart Gibb taking on the role.

Skills Development Scotland

RB highlighted the Oil & Gas related Transition Training Fund as an opportunity to support personnel moving out of oil & gas into other sectors.

7. AOB

Date of Next Meeting: 21st March 2017

Summary of actions:

	Action	Lead	Due	Status
1	Check for any issues with risk assessments for school work placements	S Black	ASAP	Complete
2	Next steps for Talent Attraction	R Kirk	Next Meeting	Ongoing