

**MORAY BADENOCH & STRATHSPEY  
ENTERPRISE COMPANY**

**MINUTES OF MEETING OF DIRECTORS**

**HELD ON THURSDAY 29<sup>th</sup> APRIL 2004**

**at  
THE APEX, FORRES**

PRESENT	Derek Bedford	Chairman
	Eddie Aldridge	
	Basil Dunlop	
	Cliff Deans	
	Jim Logan	
	Duncan MacKellar	
	Ken MacMillan	
	Rita Marks	
	Chris Piper	
	Sue Swift	
APOLOGIES	Peter Laing	
	Kevin Shaw	
IN ATTENDANCE	Douglas Yule	Chief Executive
	David Reid	Snr Development Manager
	Roger Edwards	Development Manager
	Fraser Edgar	Development Manager
	Carol Fairbairn	Executive Assistant
APOLOGIES	Roddy Dyce	Snr Development Manager
	James Gibbs	Head of Operations

**1. WELCOME AND APOLOGIES**

The Chairman welcomed Adrian Kitson, Head of Executive Office, to the meeting.

**2. MINUTES and MATTERS ARISING OF PREVIOUS MEETING**

With the minor amendment to 4.2 to replace 'CNPA area' with 'Highland area', the minutes for the meeting of 25<sup>th</sup> March 2004 were **APPROVED**.

### 3. OPERATIONAL ISSUES

#### 3.1 Provisional Year End Returns

DJY summarised these returns to the Board who NOTED that most targets had been exceeded and MBSE had a successful year.

DJY explained that £3m funding for AHR did not come onstream 2003/04 and this had now been re-allocated. HIE & MBSE will have to recoup these funds, or defer cashflow payments until subsequent years, once criteria is met by AHR and payment becomes due. These points are to be raised with HIE CE & Chairman.

**Action - DB**

In excess of one thousand people attended the masterclasses and evaluation results are to be reported to the Board.

**Action – FE/JG**

The audit meeting will take place on 24<sup>th</sup> June 2004 and, in view of this, DJY requested that the next Board meeting take place on 1<sup>st</sup> July 2004.

Audit Committee Meeting minutes are to be circulated to the Board.

**Action - JMacL**

#### 3.2 CML

DJY updated the Board on decisions taken by Highland Council regarding financial agreements with CML whose AGM and annual audit have now taken place.

#### 3.3 AHR

DJY informed the Board that Jim Mackay, HIE was taking forward the proposal. There will probably be two further applications from AHR involving a new roof for the Freedom Inn and the ice rink & go-karts centres.

#### 3.4 Childcare Provision in the Workplace

DJY outlined this paper to the Board, who were also informed that Moray College run schemes for training childminders in Forres, Elgin, Keith & Buckie.

Highland Council did a paper/report on Childcare in 1999/2000 and, to avoid overlapping, MBSE are to request a copy of this report. Also, a report covering spend in relation to population figures is to be produced.

**Action – AMcN/JG**

#### 3.5 Board Meetings, 2004 – Revised Dates

AK provided Directors with a schedule of Board dates for the remainder of 2004. If AHR's paper is ready during May, a special meeting will be called on 27<sup>th</sup> May.

CD requested that future meetings commence at 09:30, this was AGREED.

## 4 Strategic Issues

### 4.1 Role of the Board and Governance Issues

Andrew Ross, Head of Executive Office HIE and Sandra Dunbar, Head of Internal Audit HIE gave a presentation on the expectations, duties and rules of governance concerning the Board of Directors.

The Audit Committee's view on regularity, and content of items covered by the Board, is to be an agenda item for the next audit meeting.

### 4.2 Area Tourist Board (ATB) Review

RE gave a presentation to the Board reviewing the changes due to take place within tourism on the demise of the ATB and the incoming fourteen HUBS which will be managed by VisitScotland. He outlined funding stating that there would be an extra £17m available for marketing and £3m for quality assurance. There is likely to be creation & development of commercially focussed groups who will require funding or financial support from MBSE.

A DRAFT report is to be produced for submission to the steering core regarding queries raised at MBSE Board meeting. **Action – RE**

To gain a fuller understanding of the changes, a meeting is to be arranged involving RM, KS, RE. **Action – RE**

MBSE is also to engage with CNP on the changes.

From a local authority perspective, MC contribute £150k at the present time and HC is yet to commit.

A tourism report produced by HIE/MBSE in 1999/2000 is to be reviewed. **Action – RE**

## 5. Any Other Business

### 5.1 Director Recruitment

AK is to initiate proceedings in the recruitment of Directors.

### 5.2 Buckie Shipyard

DB informed the Board that, at the official opening of new premises, HRH Prince Charles was quoted as saying the following regarding investment in Buckie 'a most impressive venture' and he expressed gratitude to the LEC who invested in the project.

### 5.3 AGTB Board

DB volunteered to be present at AGTB meetings in the current (and final) year. AGTB are to be informed. **Action – DJY**

5.4 Joint Local Economic Forum's (LEF) Transport Seminar

A DRAFT report by the engineering consultants, WS Atkins, is to be presented at the Transport Seminar at Highland Council on 24<sup>th</sup> May 2004. LEFs from MBS, IN & RAC will be involved.

5.5 Network Conference

This conference will take place in the Gaelic College, Skye on 3<sup>rd</sup> & 4<sup>th</sup> June 2004. DB will attend and may be accompanied by two Directors. Topics to be covered include the Highlands & Islands Convention, Tourism, The Future of European Funding post 2006, and Transport.

**6. Date of Next Meeting**

Thursday 1<sup>st</sup> July 2004 @ 9:30am – The Apex, Forres.