



**MINUTES OF THE MEETING OF THE ORKNEY ENTERPRISE (OE) BOARD
HELD ON THURSDAY, 26 MAY 2005 AT 19.30
IN ORKNEY COLLEGE, EAST ROAD, KIRKWALL, ORKNEY.**

Present: Brian Kynoch (chair)
Edgar Balfour (vice-chair)
Roy Brown
Norma Campbell
Hugh Halcro-Johnston
Ronnie Johnson
Malcolm Marwick
Craig Spence
Cameron Taylor
Tony Trickett

In attendance: Ken Grant (Chief Executive)
Jackie Kirkpatrick
Kay Burt

Observers: None

PRESENTATION TO DIRECTORS

Stromness Academy Young Enterprise Company – Shoogle, gave a presentation to the board members followed by questions from the directors.

1 APOLOGIES

Apologies were received from Thelma Irvine and Ian Johnstone

2 DECLARATION OF INTEREST

Brian Kynoch and Craig Spence declared an interest in agenda item number 6(e)
Proposed new hotel development.

Ronnie Johnson declared an interest in Leader+ projects involving Orkney College.

3 MINUTES OF THE MEETING - 24 March 2005

The minutes of the OE Board meeting held on 24 March 2005 were proposed by Edgar Balfour and seconded by Tony Trickett.

4 MATTERS ARISING

Orkney Tourism Group

Brian Kynoch reported that the group had met on 23 May 2005. Membership numbers are steadily increasing. The group will now wait until the end of the summer season before moving from steering group to appointing a board.

The Area Tourism Partnership (OE, OIC, and Visitscotland) also met on 23 May 2005. This group will shortly be undertaking a review of the Orkney Tourism Strategy. The service level agreement between OIC and Visitscotland is with Visitscotland for signature. The balance of surpluses from Orkney Tourist Board will be transferred to the Area Tourism Partnership. The final amount will not be known until the final audit is completed in July. This money will then be used for marketing of Orkney. The Orkney brochure is guaranteed until 2008.

Network Review

Following widespread consultation the revised strategy for the HIE network will be launched at the network conference on 16/17 June.

Flight times

Directors noted that the time of the morning flight to Aberdeen had not changed as expected. Directors expressed concern that the airline had failed to consult with the community on its proposed new timetable.

Agriculture

Hugh Halcro-Johnston reported that he had recently attended a meeting of the HIE Agricultural Strategy Group. He advised that the points raised by this group are then brought to the Scottish Executive by Bob Kass of HIE. It was noted that Orkney is often cited as an example of best practice at marketing high quality produce.

5 APPLICATIONS APPROVED UNDER DELEGATED AUTHORITY

- (a) March 2005**
- (b) April 2005**

Directors noted the content of the above papers.

Following discussions, it was agreed that John Clarke would be asked to make a presentation to the board drawing together an assessment of the short and long term benefits of Orkney attending the Bath and West Show.

6 ITEMS FOR DISCUSSION AND INFORMATION

(a) Minutes of OE Audit Committee meeting: 10 May 2005

Directors noted this paper, in particular that there are no issues regarding the annual accounts for 2004/2005.

(b) Management Report of Activities (SP 781)

Property

OE staff will be undertaking a review of OE's property portfolio with a view to possibly lining up some potential projects. They will consult with Orkney Housing Association and Orkney Islands Council.

EMEC Ltd

The board's attention was drawn to the actions now being taken to strengthen the board of EMEC as it develops into its next stage. They also noted that a new high profile chairman is being sought.

Directors advised that they had enjoyed their recent visit to EMEC and they had found it most interesting and informative.

Staffing

A revised staff structure chart will be issued to directors in due course. Ken Grant continues to provide partial support for Shetland Enterprise.

(c) OE Board - succession issues (SP 782)

Directors noted that both Ronnie Johnson and Edgar Balfour were due to stand down from the board this year, having served 2 terms of 3 years. Norma Campbell has submitted a letter indicating her decision to retire from the board in September.

Norma Campbell's resignation was accepted and the chairman thanked her for all her hard work on behalf of Orkney Enterprise during her service as a director.

Having consulted with HIE, it was agreed that Edgar Balfour could be eligible for re-election to the board with the long-term aim of becoming chairman in April 2006. Brian Kynoch has indicated that he will stand down on 31 March 2006.

The retirement of both Ronnie Johnson and Norma Campbell leaves 2 vacant positions both on the OE board and the Audit Committee.

It was agreed that recruitment procedures for new directors should begin immediately with a view to appointing 2 people in September.

(d) Orkney Economic Development – a different approach (SP 782)

Directors noted the content of this paper and endorsed the staff recommendation. It was agreed that a joint meeting of the OIC Economic Development Committee and OE board would be a valuable first step in progressing matters.

(e) New Hotel proposal (SP 784)

This item was dealt with at the end of the meeting.

7 ANY OTHER BUSINESS

Futureskills

Directors expressed concern at the findings of the recent Futureskills Scotland survey on skills strategies and skills gaps in Orkney. The figures indicated that the local market is not as “tight” as perceived by many local businesses.

Aggregates Tax Funding

Roy Brown advised that there appears to be a relatively low take up of funding from this source.

8 ARRANGEMENTS FOR NEXT MEETING:

The next OE board meeting will take place on Thursday, 21 July. Venue and time, to be arranged.

Brian Kynoch and Craig Spence left the meeting at this point. Edgar Balfour took over Chair.

6 ITEMS FOR DISCUSSION AND INFORMATION

(e) New Hotel Proposal (SP 784)

Directors noted the proposal and endorsed the staff recommendation, but asked that their reservations regarding the proposed site be relayed to the applicant.

Chairman_____

Date_____

**Kay Burt
27 May 2005**