

## **ORKNEY LOCAL ECONOMIC FORUM**

### **MINUTES OF MEETING HELD AT ORKNEY ENTERPRISE, KIRKWALL**

**ON 15 SEPTEMBER 2003**

Present: B Kynoch, Orkney Enterprise (chair)  
J Baster, Orkney Islands Council  
J Foubister, Orkney Islands Council  
K Grant, Orkney Enterprise  
K Johnstone, Jobcentre Plus  
B Ross, Orkney College

In Attendance: A Whelan, Orkney Islands Council  
S Croy, Orkney Islands Council  
R Kirkpatrick, Orkney Enterprise  
G Sinclair, Orkney Enterprise

#### **1 Apologies**

Apologies were received from: B Burns, B Burns Associates  
D Fairnie, Orkney Chamber of Commerce  
D Mclean, Orkney Chamber of Commerce  
J Slater, Careers Scotland  
B Foulkes, Orkney Tourist Board

#### **2 Minutes of Previous Meeting**

The minutes of the previous meeting held on 10 June 2003 were approved.

#### **3 Matters Arising**

##### Recruitment

The CD-ROM launch is scheduled for 9 October 2003.

##### Chamber of Commerce

No representative from the Chamber at the meeting and therefore no update on the position regarding the development officer.

#### **4 Update to Taskforces and survey of members (LEF 05/03)**

Members noted the content of this paper. Members were also reminded to respond to the survey.

## **5 Update on Action Plan**

K Grant updated members on the issues highlighted in paper LEF 03/03 presented at the last LEF meeting.

Sectoral strategies are progressing and it was agreed that the review of construction, retail & service sector policies is an issue for OE & OIC to discuss and should be dropped from the action list.

The labour market study could possibly be undertaken by the LEF. R Kirkpatrick advised that HIE have commissioned a labour market survey in conjunction with Future Skills Scotland. R Kirkpatrick is on steering group and information/issues relating to Orkney can be fed back to the LEF.

## **6 Future role of forums**

Members considered it timely to review the purpose of the group bearing in mind the needs of Community Planning. Members also discussed the membership of the group – public sector dominated. It was felt that it should be more inclusive but it was difficult to get “buy in” from the private sector, although the existing sectoral groups could be starting point.

Following discussions it was agreed that the purpose and role of the forum should be re-defined. It was agreed that the forum should focus on supporting the Community Planning process and that this could be achieved by developing an action plan from the Economic Development Strategy and overseeing the delivery of that action plan.

In order to launch this more focussed approach it was agreed to consider convening a meeting to which all wider forum members, development staff and other relevant bodies would be invited. The event could take the form of a facilitated workshop to draw on the wider groups experience and views in developing a relevant action plan from the strategy. It was agreed that the purpose of the event and the agenda should be clearly defined and it was agreed that OIC & OE staff would confer to draw up a detailed agenda and clear purpose for such an event. This would then be distributed to all core forum members for approval. It was suggested that the event could be timed to take place in late October, with all participants being primed in advance in order to encourage maximum participation.

## **7 Any other business**

J Foubister raised the need for an Orkney wide business directory to facilitate any possible future developments in Orkney e.g. container hub. The Orcadian business directory and various enquiries from the private sector to provide a similar service meant that it would be quite difficult for the public sector to become involved in funding such a directory. It was felt that this was an ideal task for the Chamber of Commerce or Stromness Business Forum to lead. Any directory should be electronic and the new community portal website provides a good model. Although discussions were inconclusive it was agreed to review this subject at the next meeting.

## **8 Date of next meeting**

No date set pending the arrangements for the event (item 6).

G Sinclair  
17 September 2003