

HIGHLANDS AND ISLANDS ENTERPRISE

**MINUTES OF THE LEADERSHIP TEAM MEETING, MONDAY 10 JUNE 2013
CHIEF EXECUTIVE'S OFFICE, COWAN HOUSE, INVERNESS**

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| PRESENT | Carroll Buxton (Chair) | Director of Regional Development |
| | Charlotte Wright | Director of Business and Sector Development |
| | Forbes Duthie | Director of Finance and Corporate Services |
| | Rachael McCormack | Director of Strengthening Communities |
| | Sandra Dunbar | Head of Business Improvement and Internal Audit |
| | Karen Moncrieff | Head of Human Resources |
| | Sandra Holmes | Head of Community Broadband Scotland (by VC, item 4) |
| | Chris Roberts | Head of Communications |

- 1 **Minutes of meeting held on Monday 03 June (14/13)** **HIEA 2012/00802**
The minutes were approved.
- 2 **Matters arising**
There were no matters arising.
- 3 **Financial Statement to 31 May 2013** **HIE 2009/00611**
The Director of Finance presented the HIE Financial Statement for two months to 31 May 2013. Leadership Team noted that the statement showed HIE's cumulative spend profile was, in percentage terms, at a level similar to previous years. Commitment levels are slightly lower than expected, however, and this issue should be addressed. Work is under way to prepare a robust list of potential projects for 'shovel ready' initiatives. The Financial Statement will be presented to the HIE Board on 25 June.
- 4 **Community Broadband Scotland: AIP** **HMS 9343726**
The Head of Community Broadband Scotland and the Director of Strengthening Communities presented a paper summarising HIE's role in delivering this national initiative to ensure that Scotland's 'hardest to reach' rural communities are not left behind as next generation broadband is rolled out over the coming years. The paper also sought Board approval to invest £5,015,000 conduit funding from the Scottish Government to deliver Community Broadband Scotland over three years. Leadership Team welcomed the paper, and requested additional information to show clearly the contribution which the project outcomes will make to HIE's performance measures. The revised paper will go to the HIE Board on 25 June.
- 5 **Wick Harbour Authority: AIP** **HMS 9342365**
This paper was withdrawn from Leadership Team as the amount grant funding for which approval is being sought falls within the range of delegated authority for the Director of Business and Sector Development.
- 6 **Any other business**
None.

Chris Roberts
10 June 2013
HIEA 2012/00802