

HIGHLANDS AND ISLANDS ENTERPRISE

MINUTES OF THE LEADERSHIP TEAM MEETING, MONDAY 16 DECEMBER 2013
CHIEF EXECUTIVE'S OFFICE

PRESENT	Alex Paterson (Chair)	Chief Executive
	Carroll Buxton	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
	Kathleen Ryan	Inner Moray Firth Area Team, items 3 and 5a
	Eilidh Ross	Lochaber, Skye and Wester Ross team, item 4
	Chris Roberts	Head of Communications

- 1 **Minutes of meeting held on Monday 09 December 2013 (32/13)** **HIEA 2012/00802**
An amendment which had been made to item 3 in the minute of the meeting of 25 November was clarified to state that attainment of planning consent should be noted as an outcome of the approved Orkney Industrial Workshops project.
- 2 **Matters arising**
There were no matters arising.
- 3 **Sureclean Ltd: AIP** **HMS 9339903**
The Inner Moray Firth team presented an appraisal paper recommending a grant award of £400,000 to support the expansion of Sureclean, a specialist cleaning company which mainly serves the energy sector and employs 94 FTEs at two sites on Teaninich Industrial Estate in Alness. The business plans to develop a further site on the industrial estate, which it has bought from HIE, to create new office and warehousing space. This will, in turn, enable Sureclean to improve its existing sites to expand operations. Anticipated outcomes include expansion of international trade, greater efficiency and substantial growth in job numbers. The paper was approved.
- 4 *Item removed for reasons of substantial prejudice to the effective conduct of public affairs*
- 5 **Any other business**
Port of Ardersier: Project amendment: Homologation **HMS 9341330**
Leadership Team homologated a decision taken by the Chief Executive on 6 December 2013 to award a further loan of up to £145,000 to Port of Ardersier. HIE's funding will be used to create the conditions for Ardersier's use as an energy facility, and is subject to several conditions.

Chris Roberts
16 December 2013
HIEA 2012/00802