

HIGHLANDS AND ISLANDS ENTERPRISE

MINUTES OF THE LEADERSHIP TEAM MEETING, MONDAY 25 NOVEMBER 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
	Chris Roberts	Head of Communications
	Graeme Harrison	Orkney Area Team, item 3
	Harvey Stevenson	Orkney Area Team, item 3
	Stuart Robertson	Director of Digital Highlands and Islands
	Theresa Swayne	Senior Development Manager, Digital
	Rachel Mackenzie	Innse Gall Area Manager, item 5
	Gordon Macdonald	Innse Gall Area Team, item 5
	Ian McCulloch	Innse Gall Area Team, item 5

- 1 **Minutes of meeting held on Monday 18 November 2013 (30/13)** **HIEA 2012/00802**
The minutes were approved.
- 2 **Matters arising**
There were no matters arising.
- 3 **Detailed Design: Orkney EA Industrial Workshops: AIP** **HMS 9345067**
The Orkney area team presented a paper recommending approval of £500,000 (£300,000 from HIE grant-in-aid and £200,000 from ERDF) to carry out detailed design work for two large industrial workshops, to be located in the Low Carbon/Renewables Enterprise Areas at Hatston and Lyness. Providing workshop facilities, laydown space and office accommodation, each unit would support the continued growth of the islands' energy sector and maintain Orkney's world-leading position in marine renewables. Leadership Team approved the paper, on the understanding that, on completion of design work, HIE will seek planning consent, and that road infrastructure improvements, which are identified in the paper, are implemented by Orkney Islands Council. The Orkney and Finance teams will discuss and agree an appropriate funding mechanism.
- 4 **Demonstrating Digital 2013-15: AIP**
The Digital team presented a paper describing a programme of awareness raising and promotional activity to encourage uptake of next generation broadband services, to run alongside the £146m infrastructure rollout programme currently being delivered by HIE and BT. The programme aims to build on a very successful IT Engagement Programme, and ensure the region enjoys maximum economic benefits from investing in digital communications. Leadership Team welcomed the proposals, and the paper will go to the HIE Board for decision on 3 December.
- 5 *Item removed for reasons of commercial interest*

6 Commercial Property leasing strategy: Rent free periods

HIE 2005/02797

Consideration of this paper was deferred owing to lack of time. The paper will be considered at the next Leadership Team meeting, on 9 December 2013.

7 Any other business

There was no other business.

Chris Roberts
25 November 2013
HIEA 2012/00802