

HIGHLANDS AND ISLANDS ENTERPRISE

MINUTES OF THE LEADERSHIP TEAM MEETING, MONDAY 14 JANUARY 2013
CHIEF EXECUTIVE'S OFFICE

PRESENT	Forbes Duthie (Chair)	Director of Finance and Corporate Services
	Carroll Buxton	Director Regional Development
	Charlotte Wright	Director Business and Sector Development
	Anne MacDonald	Strengthening Communities
	Sandra Dunbar	Head of Business Improvement and Internal Audit
	Karen Moncrieff	Head of Human Resources
	Karen Horton	Leadership Support

1 Minutes of meeting held on Monday 17 December 2012 (39/12) HIEA 2011/00824

The Formal Minute of 17 December 2012 was approved, subject to minor amendment.

2 Matters arising

None

3 Entrepreneurship Support 2013-15 HMS 339906

Leadership Team were supportive of the Entrepreneurial Support 2013-15 programme and approved the award of funding of up to £1,728,304 with recoveries of £440,502 from Scottish Enterprise and £251,250 from business participation, giving a net cost to HIE of £1,036,552 Grant in Aid budget for a three year programme for Entrepreneurship Support. Entrepreneurship Support 2013-15 programme to be allocated RSI status.

Given the significance of Entrepreneurship Support, an update paper to be prepared for the February board meeting.

4 HI-Grads 2 HMS 9341126

Subject to confirmation of ERDF funding, Leadership Team approved HIE cash funding totalling £1,220,625 with recoveries from ERDF of £422,310 through HIE's SDB Phase 2 and £752,000 contributions from organisations hosting placements within the Highlands and Islands. The net cost to HIE being £798,315 Grant in Aid budget to deliver HI-Grads 2 to support business innovation and growth by facilitating and funding graduate placements. HI-Grads 2 to be allocated RSI status.

Given the significance of the HI-Grads 2 programme, an updated paper to be prepared for the February board meeting.

5 Any other business

- a) *Item removed for reasons of substantial prejudice to the effective conduct of public affairs*
- b) *Item removed for reasons of substantial prejudice to the effective conduct of public affairs*

c) Legal Services: Homologation

HIE 2008/00009

Leadership Team endorsed the approval by the HIE Chief Executive and Director of Finance and Corporate Services on 21 December, to enter into a framework for delivery of legal services following a single stage, open competitive process. Business Improvement and Internal Audit will host a workshop at the end of January for the 4 successful firms to focus on the top issues facing HIE as an organisation. Members of Leadership Team were invited to participate in appropriate sections of the workshop.

d) NGA: Procurement Support: Project amendment: Homologation

HMS 9331183

In line with delegated authorities, the HIE Chief Executive and Director of Regional Development approved an increase in budget for the provision of technical support for the procurement of Next Generation Broadband across the Highlands and Islands from £280,000 to £380,000 on 21 December 2012. The important role played by expert advisors in the latter part of 2012 in liaising with BT and giving independent assurance on both technical and value for money aspects was recognised and Leadership Team endorsed this decision.

Karen Horton
14 January 2013
HIEA 2012/00802