

Moray Economic Partnership – Meeting Note 4th November 2011, Marine Hotel Buckie

Attendees	Jim Royan (JR) – Chair; Shane Rankin (SR) – Scottish Government; Danny Logue (DL) – Skills Development Scotland; Tom McGarry (TMcG) – Moray College; Carroll Buxton (CB) & Lesley Gallagher (LG) - Highlands and Islands Enterprise; Roddy Burns (RB), George McIntyre (GMcl), Gordon Sutherland (GS) & Richard Hartland (RH) - Moray Council; Lesley Anne Parker (LP) & Audrey Sheal (AS) – Moray Chamber of Commerce;
Apologies	George McNeil (GMcN) – Moray Chamber of Commerce; Mike Devenney (MD) – Moray College.

Richard Forsyth gave the group an overview of the Forsyth Group, their aspirations and the current obstacles to business growth, followed by a tour of the Buckie Harbour site.

The key obstacles to growth at present are space availability in Buckie and an acute skills gap for OEM.

RB stated that TMS were to look at building use in the area, and site extension opportunities. **RB, GMcl and RH are to consider the options and contact Forsyths to discuss. RB will also report back to MEP on this.**

It was also highlighted that, in the MES, using the term “engineering” rather than “energy and renewables” was more inclusive. **GS and RH are to consider the wording change and report back.**

Moray College are currently undertaking a piece of work on engineering and skills requirements. **TMcG agreed to share the findings with Richard Forsyth.**

(i) Apologies

Apologies from Mike Devenney and George McNeil were noted.

Richard Hartland of TMC was welcome to the meeting as an observer.

(ii) Meeting Note 6th October 2011 – Approved

(iii) Chairman’s update

JR has spent a lot of time on one to one meetings, with a key focus on tourism, including meetings with the chair of the TDG. JR reported that he felt that the upcoming tourism dinner was an opportunity to reignite enthusiasm amongst the tourism community and that he believed that the TDG is now moving forward.

(iv) Hot Topics

Community confidence and capacity building DL reported that much of the ground work is currently being undertaken and that the group meeting at the end of November would look at producing an action plan, and from there resource requirements would be defined. **DL to report back at January meeting.**

Skills and training plan for Moray. Wider work is being done on skills side in energy sector. Training programmes are being commissioned for next year, and there is a need to speed up the training plan so as not to miss opportunities. **DL to present the draft skills and training plan January meeting.** Work is ongoing looking at the connection between the world of work and the school curriculum.

Business engagement (BE) The first BE dinner is to be held at Moray College in the Beech Tree restaurant and will focus on Life Sciences. **AS to circulate date as soon as confirmed.** A Board representative will be required to attend. **Once the date is confirmed, the Board were asked to advise AS of availability to attend.**

Enterprise areas/TIF. GS reiterated that Moray Council's TIF application was unsuccessful. SR proposed initiating dialogue with Alex Neill re capital and infrastructure.

- **TMC to write back to Alex Neill to ascertain if there are still opportunities to exploit, perhaps considering geographical spread.**
- **GMCI is to set up a meeting with Richard Lohead to discuss.**
- **JR sought Board support to develop dialogue with Alex Neill, RB to progress with Alastair Merrill.**
- **GS to get co-partners on TIF application together.**
- **LG to develop "line" for communication and send out email to Board.**

(v) Collaboration and Delivery Team

GS reported on TMC's current proposal for additional business support and how it had offered an opportunity for collaboration between agencies, however it had not developed as such.

The delivery team has evolved to bring in operational representatives however there was now a clear need to delineate the difference between Board and delivery team responsibilities. Linkages between the two groups needs to improve and there needs to be greater cascade down in organisations about the membership of MEP and responsibilities. Need to embed culture and practice of collaboration. It was agreed that it was time to think about organisations that are represented on the delivery team but not on board. JR would like composition of Board to be considered at January meeting.

GS reported on a meeting with the ACSEF (Aberdeen City and Shire Economic Future) to put together note on ACSEF meeting for MEP.

Looking forward, MEP may not have to meet every month, and if that is the case then the delivery team is absolutely essential.

(vi) Communication with army

GS and Andrew Anderson are meeting with Andrew Pick and Gordon Bruce at base next week.

JR is to attend a meeting at Scotland house on Tuesday on Rebasing communications and engagement. **JR will report back after the meeting.**

GS reported that a contact has been identified with DIO.

LG reported that she has made contact with the relevant comms in Stirling.

GMcl reported that he has written to Philip Hammond, the new Minister, outlining MEP's role.

(vii) Communications update

Release for this board meeting is around the business engagement activities.

Bulletin to be released on Monday.

Comms support may be needed post Scotland Office meeting.

(viii) January development meeting

JR talked through the facilitators brief for the January Development Meeting, which will take place on Thursday 12th January, at Elgin Youth Café, from 9:30am to 3:00pm. It was agreed that the brief had to highlight the role of the GES and Single Outcome Agreement. **AS To make necessary changes and email copy to MEP.**

(ix) AOCB

David Oxley been appointed as area manager for HIE. **RH to look at opportunities for he and David to go out and meet the business community together.**

(x) Future Meetings

Thursday 12th January, 9:30am to 3:00pm, Elgin Youth Café

AS to set up future meeting dates, every second month from February until the summer, and circulate with meeting note.