

**Moray Economic Strategy
Inward Investment and Business Growth Group meeting
Friday 9th January 2015, 3.30pm
Board Room, Highlands and Islands Enterprise (HIE) Moray, Forres**

Meeting note

Attendees	David Oxley (DO), Andrew Anderson (AA), Steven Hutcheon (SH) and Nicole Green (NG) – HIE (HIE); Gordon Sutherland (GS) and Jim Grant (JG) – Moray Council; Mike Ramsay (MR) – Scotland Electronics International Limited
Apologies	Giles Hamilton (GH) – Accunostics; Cllr Douglas Ross (DR) – Moray Council

1) Update on Spaceport Proposition

There has been no further communications from the Civil Aviation Authority to date. Timetable for bidding process is expected to be announced this month, or may be slightly delayed.

Community Engagement

It has been decided to push forward with community engagement, despite the timetable not being released to date. GS arranging dates for presentation to the Community Councils, with a key focus on Findhorn, Forres and Kinloss. The presentation and discussion will be informal and approximately 20-30 minutes with one representative each from HIE and the Moray Council in attendance. This will be a great opportunity to communicate the benefits for the area to the community. AA to work with Leigh Shanks (HIE), to develop a presentation for this.

PR & Communications

The Moray Economic Partnership (MEP) has engaged Cavendish Government Relations & Communications to raise the profile of Kinloss. A proposal was received and agreement was made to go ahead with some slight amendments.

HIE's Position

Any HIE sites which remain in the selection will be fully supported, equally, by HIE. Economic Impact Assessments and Technical Feasibility studies, on a site to site basis, will be tendered. To enable a quick turnaround for the tender process (2-3 weeks), the scope for each piece of work will be developed soon.

Developing a bid will also require consultancy support. Key factors to include in the bid were discussed including identifying a potential delivery team, an action plan and project management plan.

2) AOB

N/A

3) Date of Next Meeting

TBC – 3-4 weeks, or as required.

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Actions from meeting

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Action number	Agenda item	Decision	Action by
1	1	Work with Leigh Shanks (HIE), to develop a presentation for community engagement	AA