

**Moray Economic Strategy  
 Programme Managers Meeting  
 Wednesday 20<sup>th</sup> of August 2014, 9.00 am  
 Board Room, HIE Moray, Forres**

**MEETING NOTE**

<b>ATTENDEES</b>	Steven Hutcheon (SH), Andrew Anderson (AA) & Nicole Green (NG) – Highlands and Islands Enterprise; Stephen Cooper (SC), Jim Grant (JG) & Gordon Sutherland (GS) – Moray Council; Dawn McNiven (DM) - dmdotpr/Strategic Communications.
<b>APOLOGIES</b>	Jacqui Taylor (JT) – Moray College UHI.
<b>CHAIR</b>	Stephen Cooper (SC) – Moray Council.

1) Review of previous meeting note.

Accepted as written.

2) Feedback on actions from previous meeting.

<b>ACTION NUMBER</b>	<b>AGENDA ITEM</b>	<b>DECISION</b>	<b>ACTION BY</b>
4	3	Find out if Steve Westbrook is still producing local reports for HIE annually.	AA

Action carried forward. GS and David Oxley (Highlands and Islands Enterprise) are meeting with Steve Westbrook to discuss a suite of data, moving forward.

1	5	Find out date for publication of the RSIP and circulate to JT.	GS
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The RSIP expected to be published in October – TBC.

3	5	Discuss with Kinloss Barracks contact, the potential for holding a similar event to the RAF Lossiemouth Adult Learners Day. Also, discuss if it would be possible to share leaver numbers and skill sets annually.	AA
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David Oxley (Highlands and Islands Enterprise) meeting with Station Commanders periodically. Work Club looking to continue. AA to send contact details for Susan Chalmers, Kinloss Work Club, to SC.

6	5	Send a scope of Energy North local event to GS who will discuss possibility of attendance with RAF Lossiemouth and Kinloss Barracks.	SH/GS
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Action carried forward. SH to see Leigh Shanks (Highlands and Islands Enterprise) about how Buckie will feature.

### 3) 10 year plan outcome measures – GS.

These are the updated measures which will be used for the MEP. Statistics used reflect the most recently available data. The group looked through each measure and discussed any updates.

Chart 6 – Work is being undertaken with UHI to produce data at a more local level, combining sources of information.

Chart 8 - The number of Business Start Ups has fallen. Reporting on this should be in a narrative form. Uncertainty around using percentage as a measure.

Chart 9 - Also showing a downward trend.

Chart 35 – SC to check with team to see if this they can report on this, using information from applications.

### 4) Communications/Engagement

Jenni Steele (Visit Scotland, Film and Creative Industries Manager) attended the Tourism and Culture Group meeting (07.08.14) to discuss potential opportunities around the movie release of Macbeth in 2015. Jenni will now discuss a possible collaboration with the distribution company and feed back to the group.

World Host – Draft communication plan in progress.

Craigellachie Bridge – 200 years celebration in November. This is being led by the community council with MEP support where required.

Moray Business Week – Being held 10<sup>th</sup> to 14<sup>th</sup> of November. This will focus on the stage businesses face after initial set up. DM helping Highland Gateway develop a Moray focus.

Moray Christmas campaign in development.

DM is also working on a piece on Atos and their recent recruitment of apprentices.

Each Programme Manager to send DM two stories a month.

DM to check with Leigh Shanks, Highlands and Islands Enterprise that area profile information is up to date.

### 5) Update from Programme Groups

#### **Transportation – SC**

A95 Craigellachie to Aviemore – Jacobs Consultancy have been commissioned to undertake a study which will determine the economic and operational benefits of improving parts of the A95 and identify the work required to gain maximum benefits from relatively low cost improvements.

A96 Phasing Strategy – JG to speak to James Johnston, Strategic Business Forum, to gain views from the business community regarding this.

New Transportation Manager, Nicola Moss, starting work mid-September.

Developments at Buckie Harbour – The masterplan has been commissioned and looks to be completed by the end of October. A bid for a Community Asset Transfer has been placed for the Buckie Drifter building.

## **Development – JG**

The Consultants' Report on The Elgin City Centre Masterplan: Charrette jointly funded by Moray Council and Scottish Government, is now completed. If approved, another Charrette will take place next year. Future workshops will be held on the vision for the Elgin Town Hall and the Cooper Park.

## **Tourism and Culture Group – AA**

Culture Strategy being finalised for presentation to MEP.

Laich of Moray project – Draft Development Plan in place which formulates an approach towards a long term aim of seeking the designation, by UNESCO, as a World Heritage cultural landscape. Aim to create formal body to take forward the project, from the present steering group. Academic authentication also in progress.

World Host - People1st's funding bid to the Scottish Government has been approved. Flexible Training Opportunities (FTOs), from Skills Development Scotland, now open for application. Saltaire Security Ltd putting 20 of their staff through the training over two days in September. Historic Scotland are also looking to have six of their employees trained. AA attending workshop in Inverness hosted by People1st for the pilot areas on the 4<sup>th</sup> and 5<sup>th</sup> of September. A workshop will also be held for all trainers in the area.

## **Inward Investment and Business Growth – SH**

Forres Enterprise Park – Positioning paper on next phase of developments to be presented to the HIE Leadership team. A review of enquiries in the last year shows that there were 23 enquiries, 5 of which lead to leases.

Inward Investment material – Looking to develop more material around the quality of life.

Buckie Harbour – Masterplan commissioned, report should be completed in eight weeks.

6) AOB.

None.

7) Date and chair of next meeting.

<b>Date</b>	<b>Time</b>	<b>Venue</b>	<b>Chair</b>
20.11.14	9.00 am	Board Room, HIE Moray, Forres	JG
19.02.15	9.00 am	Board Room, HIE Moray, Forres	TBC
21.05.15	9.00 am	Board Room, HIE Moray, Forres	TBC

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**ACTIONS FROM MEETING**

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<b>ACTION NUMBER</b>	<b>AGENDA ITEM</b>	<b>DECISION</b>	<b>ACTION BY</b>
1	2	Discuss with Steve Westbrook production of suite of data.	GS
2	2	Send contact details for Susan Chalmers, Kinloss Work Club, to SC.	AA
3	2	See Leigh Shanks (Highlands and Islands Enterprise) about how Buckie will feature.	SH
4	4	Check with Leigh Shanks, Highlands and Islands Enterprise that area profile information is up to date.	DM
5	5	Speak to James Johnston, Strategic Business Forum, to gain views from the business community regarding the A96 Phasing Strategy.	JG