

**Highland Council  
Corporate Resources Committee**

Minutes of Meeting of the **Commercial Board** held in Committee Room 2, Council Headquarters, Inverness on Thursday 19 April 2018 at 2.00 pm.

**Present**

Mr Gordon Adam  
Mr George Cruickshank  
Mr Laurie Fraser  
Mr Jimmy Gray

Mr Derek Louden  
Mrs Angela MacLean  
Mr Peter Saggors  
Ms Maxine Smith

Officials in attendance

Mr D Yule, Depute Chief Executive and Director of Corporate Resources  
Mr M Bailey, Principal Project Manager, Commercial & Efficiency Team  
Mr M Kelly, Project Manager, Commercial & Efficiency Team  
Mrs L Dunn, Principal Administrator, Chief Executive's Office

**An asterisk in the margin denotes a recommendation to the Corporate Resources Committee. All decisions with no marking in the margin are delegated to the Board.**

**MR G ADAM IN THE CHAIR**

**BUSINESS**

**1. Apologies for Absence**

Apologies for absence were intimated on behalf of Mrs D Mackay and Mr A Rhind.

**2. Declarations of Interest**

There were no declarations of interest.

**3. Minutes of Last Meeting**

There was circulated the Minutes of the last meeting held on 14 March 2018, the terms of which were **APPROVED**.

**4. Exclusion of the Public**

The Board **RESOLVED** that under Section 50A(4) of the Local Government (Scotland) Act 1973 the public be excluded from the meeting on the grounds that the matter for discussion would involve the likely disclosure of exempt information as defined Part I of Schedule 7A of the Act.

**5. Commercial Strategy/Vision**

There was circulated Report by the Depute Chief Executive/Director of Corporate Resources which presented the updated Commercial Strategy, reflecting changes agreed at the last meeting of the Board held on 14 March 2018. Commercial & Efficiency Team Project Manager presented the report in detail and responded to questions raised by the Board. It was requested that the vision for commercial activity be amended to read “*work, live and visit...*”.

Detailed discussions were held on the governance arrangements contained within the strategy, particularly in regard to the proposed risk rating system and how this could be applied to individual business cases and the logic tree that had been developed to illustrate the approval mechanism to be adopted thereafter. In conclusion, the Board recognised the need for a decision making process to be developed which ensured that business cases could be approved, implemented and monitored in a timely manner. Therefore, further engagement was required with Members and senior officers in order to determine an appropriate decision making process and the level of associated delegated powers that would be required.

Following discussion, the Commercial Board **APPROVED** the Commercial Strategy document subject to the vision for commercial activity being amended to read “*work, live and visit...*” and **AGREED** that there be further discussion with Members and senior officers regarding development of a decision making mechanism and associated delegated powers.

## 6. Commercial Opportunities

The Commercial & Efficiency Team provided an update on the progress of the current portfolio of Commercial opportunities which included an update on the following projects CI2, CI3, CI6, CI7, CI8, CI9, CI10, CI12 and CI13.

The Chairman and Vice Chairman of the Board had also met with representatives from Highlands and Islands Airports Limited and an update was provided on the outcome of this meeting and the potential for further commercial opportunities. The Vice Chairman recommended that these opportunities be reported to the Board in more detail following further discussion with officers. Further information was also requested on the Council’s industrial land at the airport and associated leases.

The Board was also advised that the feasibility report had been received in regard to project CI4 and an update on this would be provided to the Board once the relevant due diligence had been completed by officers. The Chairman requested that this project be prioritised to determine whether it would be feasible for the project to be fast-tracked with a view to being operational for the current season and the Principal Project Manager confirmed that he would investigate this.

Following discussion, the Commercial Board **NOTED** the update and **AGREED**:-

- i. That further updates on the aforementioned projects be provided at the next meeting;
- ii. That further information be provided on the Council’s industrial land at Inverness Airport and the associated lease information; and
- iii. The feasibility of project CI4 being operational for the current season be investigated.

## 7. White Label Energy Company

The Commercial & Efficiency Team presented an Outline Business Case relating to the Council securing an energy supply licence, with the objective of delivering financial benefits (income) and social benefits (reducing levels of fuel poverty by lowering the cost of grid electricity and gas).

The Commercial Board **AGREED** that this project be referred back to the Redesign Board to take forward.

The meeting was closed at 3.50 pm.