

**Highland Council
Corporate Resources Committee**

Minutes of Meeting of the **Commercial Board** held in Committee Room 2, Council Headquarters, Inverness on Wednesday 16 October 2019 at 10.30 am.

Present

Mr G Adam
Mr G Cruickshank
Mr L Fraser

Mr R Gale
Mr D Louden
Ms M Smith

Officials in attendance

Mr A Maguire, Head of Development and Regeneration, Development & Infrastructure Service

Mr M Bailey, Principal Project Manager, Commercial & Efficiency Team, Corporate Resources Service

Mr S Gilfillan, Renewables Engineer, Development & Infrastructure Service (Items 1-5)

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 Mr J Gray, Mrs D Mackay, Mr A Rhind and Mr P Saggars.

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 6 August 2019, 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 Opportunities

The Commercial & Efficiency Team provided an update on progress of the current portfolio of Commercial opportunities and in particular updates were provided in regard to projects CI8, CI15 and CI23. In addition, a presentation was made on the Electricity Transmission/Distribution Network and the associated grid constraints.

Following detailed discussion, the Commercial Board **NOTED** the:-

- i. updates provided in regard to projects CI8, CI15 and CI23; and
- ii. Electricity Transmission/Distribution Network presentation and **AGREED** that the Executive Chief Officer – Transformation and Economy prepare a position report on how the existing grid Regulations were negatively impacting on the Highlands and to lobby both the UK and Scottish Governments and publicly to address the impediment to economic growth and regional price variations.

6. Pending Commercial Projects

The Board was updated on the list of pending projects currently under review with the Commercial Board and an update was provided on the viability of the MOT testing initiative.

Following discussion, the Commercial Board **NOTED** the update and **AGREED** that a copy of the pending projects, as prioritised by the Board, be circulated.

7. Commercial Property Investment Opportunities

The Head of Development and Regeneration gave a verbal presentation during which he gave an update on progress with a recent investment opportunity that had been approved by Council; provided examples of further opportunities that were currently available; and provided a map illustrating the ownership of Council land at the Longman Industrial Estate, Inverness and outlined associated potential commercial opportunities. However, in order to progress future opportunities, he explained the need for the Council to determine the level of borrowing/investment that it was willing to undertake and to set investment criteria.

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

- i. the Head of Corporate Finance and Commercialism make a presentation to the next meeting on proposed investment parameters and associated criteria with a view to a report on this being submitted to Corporate Resources Committee for approval;
- ii. Members submit feedback on any potential sites/investment opportunities; and
- iii. A copy of the link to the Highland Council Map Room be circulated to the Board.

8. Programme Risks and Mitigating Actions

There were no items reported in regard to this matter.

9. Any Other Business

During discussion, the following additional points were raised:-

- The Chairman advised the Board that a number of meetings had been scheduled to discuss the role of the Commercial Board and the alignment of this within the new governance structure which would be approved at the next meeting of the Council on 31 October 2019; and
- It was suggested that consideration should be given to developing a marketing app now that Facebook had barred European businesses from boosting posts.

The meeting was closed at 12.40 pm.

**Highland Council
Corporate Resources Committee**

Minutes of Meeting of the **Commercial Board** held in the Leader's Meeting Room, Council Headquarters, Inverness on Wednesday 13 November 2019 at 1.30 pm.

Present

Mr G Adam
Mr L Fraser
Mr R Gale

Mr J Gray
Mr P Saggars

Officials in attendance

Mr M Bailey, Principal Project Manager, Commercial & Efficiency Team, Corporate Resources Service
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 Mr G Cruickshank, Mr D Louden, Mrs D Mackay, Mr A Rhind and Ms M Smith.

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 16 October 2019, 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 Opportunities

The Commercial & Efficiency Team provided an update on progress of the current portfolio of Commercial opportunities and in particular updates were provided in regard to projects CI15, CI8, CI23 and also Salix LED.

Following detailed discussion, the Commercial Board **NOTED** the updates provided in regard to projects CI15, CI8, CI23 and Salix LED and **AGREED** that:-

- i. In regard to CI15, further research work be undertaken to capture the local background story with a view to this being curated and showcased as part of the educational/visitor attraction aspect;
- ii. Further information be provided in regard to the financial savings that had been achieved to date as a result of CI8 along with an indication of the level of future projections that were anticipated; and
- iii. There be a further update on CI23 at the next meeting.

6. Commercial Property Investment Opportunities

There were no items reported in regard to this matter.

7. Programme Risks and Mitigating Actions

There were no items reported in regard to this matter.

8. Any Other Business

The Chair explained that, as agreed at the last meeting of the Council, the Commercial Board and Redesign Board would be amalgamated with effect from 2020.

He therefore proposed that at the conclusion of the meeting a short workshop session should be undertaken to identify the best features of the Board, e.g. how it had provided added value, what lessons had been learned, etc to ensure these aspects were captured and continued by the new board. This was **AGREED**.

The meeting was closed at 2.15pm.