

**Highland Council  
Corporate Resources Committee**

Minutes of Meeting of the **Commercial Board** held in the Committee Room 2, Council Headquarters, Inverness on Wednesday 18 December 2019 at 2.00 pm.

**Present**

Mr G Adam  
Mr G Cruickshank  
Mr D Louden

Mr P Siggers  
Ms M Smith

Officials in attendance

Mr M Bailey, Commercial & Efficiency Team Manager, Commercial & Efficiency Team, Chief Executive's Office

Mr M MacDonald, Project Manager, Commercial & Efficiency Team, Chief Executive's Office (Items 1-5 only)

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 L Fraser, Mr R Gale, Mr J Gray, 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 13 November 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 CI4, CI7, CI8, CI15 along with notes which had been circulated separately, and CI23.

In addition, a presentation was made on the Highland Council Salix Recycling Fund which included a progress update on the energy projects being funded such as boilers and the Salix LED Programme; the benefits of Salix; and the improvements that could be made to maximise reinvestment. The Board welcomed this information and indicated the need for the achievements from this initiative to be more widely promoted.

In conclusion, it was requested that a copy of the presentation be circulated to the Board.

Following detailed discussion, the Commercial Board **NOTED** the updates provided and that the live projects would continue to be progressed and reported through the reconstituted Redesign Board. It was also **AGREED** that:-

- i. the success and benefits that were being reaped as a result of the achievements from the Salix Recycling Fund be promoted;
- ii. the Solar PV installation works at the Invergordon site to be assessed as complete;
- iii. the Climate Change panel be updated in line with the Energy related presentation to the Commercial Board; and
- iv. a copy of the presentation be circulated to the Board.

## 6. Pending Commercial Projects

There were no items reported in regard to this matter.

## 7. Commercial Property Investment Opportunities

There were no items reported in regard to this matter.

## 8. Programme Risks and Mitigating Actions

There were no items reported in regard to this matter.

## 9. Any Other Business

The Commercial & Efficiency Team Manager gave a presentation on the outputs from the November 2019 Member workshop. In summary, feedback had been categorised into four key themes, namely the positive features of the Board; the Business Case led approach; lessons learned; and key aspects of the revised remit and best practice that should be continued by the reconstituted Redesign/Commercial Board.

During discussion, disappointment was expressed that the Commercial Board was being amalgamated with the Redesign Board and there was concern that there would be less focus on income generation. The Board expressed their desire to be members of the new Redesign Board and it was suggested that consideration could be given to the Commercial Board being a sub-group of the Redesign Board. The Chair felt that the Redesign Board would have more influence in bringing commercial ideas to fruition and advised that he would raise the issue of membership of the Redesign Board with the Convener.

On a separate issue, it was suggested that consideration should be given to using Loch Ness as a heat generating source.

In conclusion, the Chair expressed his appreciation on behalf of the Board for the diligent efforts of officers and their achievements to date.

Following discussion, the Board:-

- i. **NOTED** the update and **AGREED** that a copy of the presentation be circulated; and
- ii. **NOTED** that the Chair would advise the Convener of the Board's desire to become members of the Redesign Board.

The meeting was closed at 3.20pm.