

MINUTE OF MEETING

SOUTH OF SCOTLAND ENTERPRISE – BOARD MEETING 5 November 2020 – BY MICROSOFT TEAMS

<p>Board Professor Russel Griggs OBE (Chair) Nick Halfhide, Chief Executive Alistair Cameron Alan Daubney Helen Forsyth Duncan McConchie Lindsay McDowall Kate Rowell Hazel Smith David Sulman</p> <p>Apologies Professor Sara Carter Jeremy Sainsbury</p>	<p>SOSE Senior Leadership Team Anthony Daye, Director of Finance John Evans, Director of Enabling Services Karen Jackson, Director of Strategy Bryan McGrath, Director of Operations</p> <p>SOSE Attendees Tracey Graham, SOSE Communications Susan Harkins, Head of Area Operations Phil McCreadie, Head of Area Operations Claire Renton, Head of Area Operations Alex Stewart, Head of Area Operations Phillip Robinson, Business Development Specialist – Item 14 only Stuart Thomson, Business Development Specialist – Item 14 only Susan Cannon, SOSE Corporate Office Alan Manthorpe, SOSE Corporate Office</p> <p>Guests Scottish Government Official – Sustainable Land Use and Policy Team Scottish Government Official - Regional Economic Development Division Scottish Government Official – Regional Economic Development Division</p> <p>[Information removed in the interests of the effective conduct of public affairs.]</p>
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WELCOME, INTRODUCTION AND APOLOGIES

1. The Chair, Russel Griggs, welcomed attendees to the meeting.

DISCUSSION ON AGRICULTURE AND NATURAL CAPITAL

2. A representative from the Sustainable Land Use and Rural Policy Team from Scottish Government joined the meeting to give an overview of current work around agriculture and natural capital. A discussion with Board members followed and the following key points were raised:
 - The importance of taking a long-term view, and the need to encourage other stakeholders to do the same.
 - The understanding of the huge changes in agricultural support had not permeated into all areas.

- Drawing learning from other countries was challenging, with no country getting it completely right.
- An overarching compact between urban Scotland and rural Scotland might be required.
- Uncertainty made it difficult to be clear on future direction of food production and support policy.
- Succession planning in farming was important.
- A long transition period would be likely and planning the transition would be important.
- SOSE could play an important role in getting the 'Place' thinking into the work being taken forward on these topics.

DECLARATION OF INTEREST

3. Alan Daubney raised a declaration of interest around the SLT Updates at item 7, whilst Alistair Cameron noted a trading relationship with a company discussed under item 14.

MINUTES OF 1 OCTOBER 2020

4. Minutes of the meeting were agreed.

ACTION LOG

5. The Board asked for confirmation about progress with the IndiNature project, as the change was technical so did not impact on the Board's approval had proceeded. The Board also requested that completed actions be removed from the Action Log.

CHAIR'S REPORT

6. Russel Griggs delivered his Chair's report. He formally noted the thanks from the Board for the hard work being done by SOSE staff in continuing challenging circumstances.

CHIEF EXECUTIVE'S REPORT

7. Nick Halfhide, Interim CEO delivered the CEO report, focussing on the work being done to support well-being of SOSE staff.

Board members enquired about SOSE response time to business enquiries, and workload on Freedom of Information requests.

The possible need for a Memorandum of Understanding with Skills Development Scotland was raised.

UPDATE FROM THE REMUNERATION, NOMINATIONS AND HUMAN RESOURCES COMMITTEE

8. A paper was provided to the Board for information.

Decision: The paper was noted by the Board.

DRAFT BUDGET FOR 2021/22

9. Anthony Daye, Director of Finance presented an initial draft budget to the Board Members.

Decision: The Board noted the initial draft budget.

SOSE FINANCE UPDATE

10. Anthony Daye, Director of Finance provided the Finance Update. Board members raised queries around SOSE's Estates Strategy in light of the impact of CV-19, and the delivery of SOSEP funds.

FAIR WORK AND WORKERS' INTEREST COMMITTEE - UPDATE

11. John Evans, Director of Enabling Services provided a short update on the work to take forward the Workers' Interest Committee.

Decision: The Board noted the paper and endorsed the next steps toward establishment of the Workers' Interest Committee.

COMMUNITY IDEAS FUND – PIPELINE UPDATE

12. Alex Stewart Head of Area Operations provided the Board with an overview of the report. Board members asked about the outcomes of feasibility studies and sought clarity on how SOSE is making connections with community groups. Sharing of best practice was also highlighted by the Board.

Decision: The Board noted the update.

HOTEL SUPPORT PROGRAMME - UPDATE

13. A paper was provided to the Board for information.

Decision: The Board noted the update.

PROJECT FUNDING APPLICATIONS

14. The Board considered five project funding applications. Four of the proposals were agreed or agreed in principle. Decision was deferred on one project.

Details of projects funded, and their values are published by SOSE on a quarterly basis once all relevant contractual terms have been agreed. Please refer to the SOSE website for information on the Grant Funding that we have distributed. [SOSE - Accessing our information](#)

BOARD ENGAGEMENT AND INFORMATION SHARING ACTIVITY

15. Karen Jackson, Director of Strategy presented the paper which outlined how the SOSE Board would publish minutes of Board meetings in future, and also how it would share information with SOSE staff.

Decision: The Board agreed the recommendations in the report.

PROPOSED CALENDAR OF BOARD AND COMMITTEE MEETINGS 2021

16. A draft schedule of Board and Committee meeting dates for 2021 was circulated to the Board. Board members were asked to provide any feedback to the secretariat.

ANY OTHER BUSINESS

17. No other business was raised.

DATE OF NEXT MEETING

SOSE Board Strategy Session on supporting those with additional support needs on Monday 9 November and on Performance Framework – Friday 20 November 2020.

Next full Board meeting – Thursday 3 December 2020.

SOSE Board Secretariat – 13 November 2020