

MINUTE OF MEETING



SOUTH OF SCOTLAND ENTERPRISE – BOARD MEETING 13 MAY 2021 – BY MICROSOFT TEAMS

<p>Board Professor Russel Griggs OBE (Chair) Jane Morrison-Ross, Chief Executive Alistair Cameron Alan Daubney Helen Forsyth Duncan McConchie Lindsay McDowell Jeremy Sainsbury David Sulman Kate Rowell Hazel Smith Professor Sara Carter</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 Susan Cannon, Corporate Governance Lead Susan Harkins, Head of Area Operations Claire Renton, Head of Area Operations Alex Stewart, Head of Area Operations Phil McCreadie, Head of Area Operations Julie Hogg, Community Development Specialist Ros McArthur, Business Development Specialist Jan Pringle, Community Development Advisor Kirsten Logue, Community Development Specialist Linsey McGillivray, Corporate Office (notes)</p> <p>Guests 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 welcomed members to the meeting. Apologies had been received from Jon Pickstone.

DECLARATION OF INTEREST

2. A Board member declared a conflict of interest with respect to item 18 Project Funding on the agenda. This item was placed at the end of the Agenda so he could join the main body of the meeting and leave the meeting prior to its discussion.

Item 12 relating to the Loans Scheme was also placed at the end of the meeting due to conflict of interest as per above.

Update information had been requested on Curries and this was provided at the end of the meeting under A.O.B.

MINUTES OF PREVIOUS MEETINGS

3. The minutes of the meeting of 25 March 2021 Board and ad hoc meeting held on 16 April 2021, were agreed.

Decision: The minutes of the previous meetings were agreed.

ACTION LOG

4. The updated action tracker was noted.

CHAIR'S REPORT

5. Russel Griggs, Chair shared the positive feedback he had received about SOSE from an organisation who said SOSE was seen as the organisation that tried to help. He emphasised the importance of maintaining the profile of the South of Scotland with new Parliamentarians, and that SOSE would brief new MSPs effectively so they were up to speed with SOSE activity. He mentioned there was a challenge to ensure the Borderlands Economic Forum recognised Scottish circumstances and government. Work was being taken forward to develop the Regional Economic Strategy. A positive discussion reflecting on the Board was held with the Senior Leadership Team.

CHIEF EXECUTIVE'S REPORT

6. Jane Morrison-Ross, Chief Executive described the external engagement she had been taking forward as well as internal work. This included: work with the Scottish Government Digital Economy Team about potential opportunities for funding to support digital activity; discussions with the Scottish National Investment Bank; engagement with tertiary education institutes and a discussion at the Crichton Campus about an innovation hub. She had had a number of speaking slots supporting the RSA and SCDI covering climate technology and digital connectivity. Internally, work had continued on the structure review, mapping the customer journey and mapping data sources across the organisation. Recruitment was underway for a data analyst and for a digital development post. She and the Chair continued to work on engagement with young people across the South of Scotland and are looking at the equivalent of a Youth Board. A session had been arranged to specifically examine the recent Hunter Foundation Report.

The Board noted the regular update provided by the Senior Leadership Team.

An up-to-date organisation chart was provided.

COMMITTEE UPDATES

7. Updates from the Shadow Workers' Interest Committee and the Remuneration, Nominations and Human Resources Committee were provided for the Board's information.

Decision: The Board noted the updates.

STATE AID and FUTURE SUBSIDY REGIME

8. Kirsten Logue, Community Development Specialist provided an update on the Subsidy guidelines and SOSE's approach to continue to support within those guidelines whilst broadly following EU principles. The key operational changes included client implications for eligibility, scale, internal market activity and the increased risk for larger enterprises. A competency was being created for staff assessment and for projects of increased risk, legal advice will be sought.

Decision: The Board noted and approved the paper.

INWARD INVESTMENT

9. Bryan McGrath, Director of Operations presented a paper on SOSE's approach to inward investment which set out the strategic priorities and actions highlighting the role of Scottish Development International (SDI) and Skills Development Scotland (SDS), Councils and colleges. The Board suggested the Glenmuckloch Community Energy Park was seeking major inward investment and could be a transformational project.

Decision: The Board agreed the paper on Inward Investment.

FINANCE REPORT

10. Anthony Daye, Director of Finance presented the finance report which included a summary for April. The Chair gave thanks to Anthony and his team and praised the work produced across SOSE which had established a great foundation to build on.

Decision: The Board members approved the Finance report.

PROJECT FUNDING APPLICATIONS

11. The Board considered four project funding applications. All of the proposals were agreed or agreed in principle.

“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](#) “

PROJECT/GRANT DILIGENCE PROCESS

12. Anthony Daye, Director of Finance gave a presentation on the SOSE general diligence process applied by SOSE when engaging with clients, communities and businesses.

Decision: The Board noted the presentation

OPERATING PLAN

13. Karen Jackson, Director of Strategy sought endorsement of the Operating Plan and the proposal to publish it on 24 May in alignment with Highlands & Islands Enterprise (HIE) and Scottish Enterprise (SE) publishing their plans. The plan did not provide specific numerical targets as

SOSE's performance measurement framework was still being developed. The Board would see the near final draft following design.

Decision: The Board endorsed the Operating Plan and requested sight of the near final draft following document graphic design.

HOW WE MAKE A DIFFERENCE

14. Jan Pringle, Community Development Advisor presented the first of these new slots on the agenda which aims to give the Board a flavour of the work that goes on around interaction with businesses and community groups from the initial engagement through to progressing the project and actions. The Tweeddale Youth Action, which SOSE has supported, offer young people development opportunities in the Tweeddale (Peebles, Innerleithen and Walkerburn) area.

Decision: The Board appreciated this inspirational presentation.

AOB

15. Curries - An update on Curries was provided by Phillip Robinson, Business Development Specialist. SOSE had regular dialogue with the management team of Curries and although there were further challenges ahead, SOSE would continue to engage with them.

DATE OF NEXT MEETING

16.
 - Strategy Session Value for Money: Thursday 27 May 2021
 - The next full Board meeting: Thursday 17 June 2021
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PROJECT FUNDING APPLICATION

17. A further project funding application was discussed after a Board member who had declared note of interest left the meeting. The proposal was agreed.

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LOANS SCHEME

18. SOSE 21 (55) -Financial Transactions

Anthony Daye, Director of Finance presented a paper on the proposed SOSE Financial Transactions process to allow SOSE to provide loan funding as an additional offering.

Decision: The Board approved the SOSE Financial Transactions paper and the existing approach.