

**Banff Development Partnership
Deveron Community & Sports centre, Banff
13 May 2019 at 1800 - 2000**

Attendees: Cllr Glen Reynolds – (Chair), Christine Webster Regeneration & Town Centres Manager, Phil Hemsley (Banff Harbour), Morna Harper Service Manager, Business & Community, Suzanne Rhind Regeneration Executive, Naomi Mason Project Officer, Stephen Shand Employability Team Leader (The Foyer), David McCubbin (VisitAberdeenshire), David Locke (Churches Together), Cllr John Cox.

Note Taker: Linda Hendry, Project Assistant

Item	Description
1	<p><u>Welcome and Apologies</u></p> <p>All were welcomed to the meeting, introductions were made.</p> <p>Apologies:- Angela Keith, Jan Emery</p>
2	<p><u>Note of previous meeting / Call to Action</u></p> <p>Actions/Update from last meeting</p> <p>CAVA and walking leaflets – More leaflets were given to the Spotty Bag for display.</p> <p>Briefing paper on Harbour tourism was circulated to the group.</p> <p>Wi-Fi – Jan and Angela have been exploring Wi-Fi technicalities. Discussions are happening internally at the moment.</p> <p>SR – met with Helen at Banff Academy regarding the opening of the new department – there is an official launch with the Provost and an open event this week with the possibility of a business event in the autumn term.</p> <p>The need for Incubator units remain. A property plan has been requested for the industrial/ commercial units. This will be for discussion in the first instance.</p> <p>SR – Food and drink – Appendix report from Elizabeth Mathie ONE. The Food and Drink event will take place on 28 May at the Knowes Hotel, Macduff this event will be exploring local food and tourism opportunities. The event is aimed at hospitality, local food and drink producers. DL - How would this filter through to the tourists for nice places to eat and drink?</p>

	<p>Change of reporting format for tonight's meeting. Feedback welcome.</p>
	<p><u>Introduction to the Foyer and their plans for delivery – Stephen Shand</u></p> <p>Foyer REACH is a 12 week employability course which are run to assist anyone in recovery from Substance misuse, mental illness or physical illness. Applicants need to be stable in their recovery to progress towards employment, volunteering or further education. Participants will gain a City & Guilds Level 1 certificate in Employments Skills. The REHIS Food Hygiene Certificate, First Aid at work certificate and ASDAN Volunteering Award will also be available.</p> <p>There are also short courses available for C.S.C.S. card Qualification, OPITO Approved Banksman Slinger and World Host Principles of Customer Service to name a few.</p> <p>There is an Outreach service which supports people that are unable to make changes to move forward with 1 to 1 support. With the end goal to get into employment.</p> <p>REACH Course are due to commence in the Banff area with Banff Castle and the Macduff Arts Centre as the most suitable locations.</p> <p>CW – Similar projects have ran successfully in other locations. But this will be the first time a course has ran in the Banff area.</p> <p>DL – Invited Stephen to visit Banff Community Council – ACTION LH to pass on David Locke email to Stephen Shand.</p> <p>DL - How much would the demand be in Banff/Macduff compared to Peterhead and Fraserburgh. SS – The Princess Trust scheme for 16 to 25 years old 75% that attended are from Banff. There is a need in the area with referrals. REACH criteria is more open. If REACH isn't suitable then we would try and find a more suitable course or scheme.</p> <p>GR – How much support is given from business? SS – this can be difficult, there are many employers that will give attendees the opportunity to work. GR – do people tend to stay In employment? SS – It all depends on the individual and the job criteria.</p> <p>Contact has been made with the Prison Service and discussions are ongoing.</p> <p>CW – Recommend work placements for suitable candidates – CALL TO ACTION</p>

	<p>Alternative suggestions were made in relation to premises and Fife Street, Macduff and the possibility of suitable space in the former RBS bank as a lease for this building has just been agreed and the lease holder is keen for Partnership working. ACTION – NM to speak with lease holder. Possible Fife Street,</p>
	<p><u>6 month update and financial summary</u></p> <p>SR - Any comments or suggestion on the new layout of the financial summary?</p> <p>GR – There is significant gaps between indicative and legally committed. In the commentary maybe make reference to why this is?</p> <p>Town Centre Fund – The panel meeting was last week and 10 projects have been approved at this moment we are unable to advise on individual projects until after Infrastructure committee this week. Applications for the next tranche have been issued.</p> <p>6 monthly updates normally come to group first then go on to Area Committee the report will be discussed at Infrastructure Committee on Thursday, there were a couple of minor changes made after circulation to the group.</p> <p>CW – Commentary notes welcome partner development of the plan, and the work with the Foyer is a good example of this. Still some way to go with regards to jobs in area.</p> <p>We will be focusing on the employment section of the plan at a later date.</p> <p>CW- Morna will be retiring at the end of May with her replacement due to take up post at the beginning of June. Naomi will be leaving us at the start of June and her post will be advertised shortly. GR – Wanted to express the Partnerships good wishes to both Morna and Naomi for all their hard work and wished them well.</p> <p>DL – We need to raise that it's important to continue to promote the need for community responsibility to initiate and support activity. The church is trying to work with others and discussions are ongoing with the community council. It's the little hurdles that are hard to overcome.</p>
5	<p><u>Banff Harbour</u></p> <p>A brief was issued with the papers which was circulated to the group.</p>

	<p>Corrie commenced maternity leave in mid-April. A temporary replacement has been appointed.</p> <p>The slipway extension and boat hoist works at Banff harbour commenced in April with completion due in June.</p> <p>Structural assessments for the harbour have been completed and works to North and East Pier and Railway Jetty will commence in June and completion in December. As part of the year of Coasts and Water Banff harbour will host a launch event during the first weekend in May 2020.</p> <p>Bathometric Survey has been completed and dredging will need to commence annually. PH – the silting up is getting worse and the dredging is need to be done urgently. ACTION – SR to check on timescale for the works to be complete.</p> <p>Mark will be working on the compound extension providing more space for dry berths. This work will be undertaken over the coming months and will be ready by the summer.</p> <p>A brief for a new website has been circulated and proposals are due back on 10 June. Engagement with the school to develop a new logo for Banff harbour will start in the up and coming months.</p> <p>ACTION – Share harbour report update.</p> <p>JC – Concerns that there has been no activity on the slipway for the last few weeks? Why is this and will this affect the proposed completion date? ACTION - SR to request an update from harbour.</p> <p>DL – What is the economic benefit of the harbour upgrade? Jan is carrying out a survey of existing users to asses' current use. A more detailed report will be presented.</p> <p>PH – A webcam used to be based in the harbour and thought it might be beneficial to users to re-introduce this. ACTION – SR mention to harbour team.</p> <p>The group wish to pass on their warmest congratulation to Corrie on the birth of her daughter.</p>
6	<p><u>The Vinery Next Steps</u></p> <p>SR – Regeneration Capital Grant Fund (RCGF) we were unsuccessful in our recent application. Feedback has been received and the project scored well but needed to be further progressed to compete with other projects for limited funding.</p>

	<p>An application has been submitted to the Aberdeenshire Town Centre Fund and we should hear by the end of the week if this has been successful. If this application is approved we will reapply to Phase 2 RCGF for additional funding and use the £95k that was agreed by committee as match funding.</p> <p>DL – Lighting would be beneficial in redevelopment of the Vinery. SR – Lighting has been included in the plan.</p> <p>CALL TO ACTION – If anyone is aware of suitable person(s) that could sit on a steering group please let us know. DL- It would be beneficial to report to the community council when ready.</p>
7	<p><u>Digital Banff: Feedback and Discussion</u></p> <p>SR gave an overview of the initial scoping work undertaken into the digital landscape in the area. This has three strands: existing businesses, attracting new businesses and supporting the development of skills and aspirations and is attached.</p> <p>Quick win projects will be prioritised initially. The RGU LINA project team are expecting to hear about LEADER funding on 22nd May and the project is then due to start in the next few months with a proposed launch in Banff. A pilot skills project with Skills Development Scotland and Banff Academy, a MakerFaire and the setting up of stakeholder group are also under consideration. Once we have assessed the opportunities we will look to allocate appropriate resources to take actions forward.</p> <p>ACTION – Please review the slides and consider if there are any gaps/opportunities missing and feedback to SR.</p> <p>To view the 'Future Jobs and Industry: Responding to the Speed of Change' video by Skills Development Scotland click here .</p>
8	<p><u>Invites to next meeting</u></p> <p>Isobel Foy, Food & Drink Tourism Project Manager, Opportunity North East – will be attending on 24 June.</p>
9	<p><u>Date of next meeting</u></p> <p>Monday 24 June @ 1800 Deveron Community and Sports Centre</p>