

HMNB Clyde Strategic Delivery and Development Framework Board (SDDF)

21 June 2017 – 09.30 – 11.30am

Faslane, HMNB Clyde, Helensburgh

MINUTES


In attendance;

1. Cleland Sneddon, CEO, Argyll and Bute Council, Chair of SDDF Board (CS)
2. Commodore [REDACTED] HMNB Clyde, Royal Navy
3. Superintendent Gail McClymont, Police Scotland. (GM)
4. Commander GM John McShane, Scottish Fire and Rescue Service (JS)
5. Pippa Milne, Executive Director Development and Infrastructure, Argyll and Bute Council/ Chair of Senior Management Group (PM)
6. [REDACTED], Strategic Communications, HMNB Clyde
7. Andrew Wells, Head of Property, Crown Estate Scotland (AW)
8. [REDACTED], Base Executive Officer, HMNB Clyde, Royal Navy
9. [REDACTED] Captain of the Base HMNB Clyde, Royal Navy
10. Arlene Kerr, Executive Support Officer, Argyll and Bute Council (AK)
11. Stuart Green, Corporate Support Manager, Argyll and Bute Council (SG)

Apologies

1. Rear Admiral [REDACTED], FOSNI, Royal Navy
2. Neil Francis, International Operations Director, Scottish Enterprise/ SDI

No	Item	Lead
1	Minutes of the SDDF Board Meeting 06.12.16 – agreed Matters arising; <ol style="list-style-type: none">1. Argyll and Bute Local Development Plan;<ol style="list-style-type: none">a. Key time to flag up issues with (potential) sites to the Council's Planning Policy Team.b. The Chair asked if time can be scheduled in for cross discussion between relevant teams.	PM/CM

No	Item	Lead
	<p>2. CS provided an overview of the Scottish Government’s Education Governance Review and announcement by the Cabinet Secretary for Education John Swinney MSP.</p> <ul style="list-style-type: none"> a. There will be significant changes in education governance (e.g. powers moved from Local Authorities to Regional Board) and we will be monitoring this closely. b. The Board is assured that these changes will have no impact on objectives relating to route to teaching qualifications. c. Notes that Early Learning Care does not feature as part of the education governance review and will remain with Local Government. 	
2	<p>Senior Management - Highlight Report on Workstreams PM provided an overview with key points highlighted below.</p>	
	<p>Accommodation</p> <ul style="list-style-type: none"> 1. Future Accommodation Model (FAM) <ul style="list-style-type: none"> a. Royal Navy has direct involvement and is liaising with a new senior Civil Servant. b. MG has an objective to have FAM approved within 3 months. c. Agreed that CS will write to the UK Government to encourage progress on what is an innovative approach in advance of a visit by the Secretary of State for Scotland to HMNB Clyde in August. d. JL will provide appropriate contact detail. 2. Working with private developers/ agents. <ul style="list-style-type: none"> a. JL advised they are pushing this hard and continue to meet with a range of private organisations regarding key sites and sharing information. b. Private sector seeking evidence of need. A recent survey to confirm demand from personnel was inconclusive although it is understood that families of personnel already established elsewhere in the UK are resistant to change and younger personnel are more likely to take advantage of the FAM scheme. c. FAM entitlements unknown at this point. 	<p>CS</p> 

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	<ul style="list-style-type: none"> d. CS considers that we need to develop a compelling proposition to take this to the next stage. How do we do this? e. Accommodation should feature as part of future plans for regeneration of settlements on the peninsula. 	
	<p>Infrastructure & Transportation</p> <ul style="list-style-type: none"> 1. Helensburgh Waterfront Leisure Project; Council currently recruiting specialist advisers to complete the project team to take the project forward. 2. Sports Hub; CM advised of desire for feasibility study to take forward a shared sports hub between the Royal Navy and community and whilst the RN are keen to work with partners, they cannot provide the leadership required which is currently missing. Agreed that CM will provide a brief for CS to consider how the council can assist. 	CM/CS
	<p>Education / training</p> <p>Recruitment for a new Head of Hermitage Academy was unsuccessful and an interim will be appointed before recruitment for a permanent head commences again.</p>	
	<p>Economy & Regeneration</p> <ul style="list-style-type: none"> 1. Economic Development Workshop held with industry and partners in January 2017. Conclusion was drawn that we need to engage with private sector better (i.e. supply chain, sub-contractors etc.) 2. St Andrews Site. <ul style="list-style-type: none"> a. Continues to be a key site of interest. b. Royal Navy keen to dispose of this site which requires careful handling due to security sensitivities. c. The Board agreed that its disposal and future use needs to be managed in a way that supports socio-economic growth i.e. not solely to the 	

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	<p>highest bidder without consideration to sustainable development.</p> <p>d. MG agreed to secure agreement with the DIO as soon as possible to proceed to disposal and work with partners for a satisfactory outcome on its future use.</p>	
	<p>The Board agreed that there is a lot of good work going on within the workstreams and the Chair asked for the thanks of the board to go back to the Senior Management Group.</p> <p>There is a desire to secure quick wins to support communications with all stakeholders and it was further agreed that currently there are no promotable deliverables to date to assist with promoting the narrative. Key deliverables for the next few months need to be agreed and will be discussed under the separate agenda item Priorities of the Board.</p>	PM
3	<p>Construction Traffic Holding Areas</p> <ol style="list-style-type: none"> 1. JL presented a helpful overview which relates to the recognition that there will be a significant increase of HGVs travelling to HMNB Clyde on top of an already significant amount of traffic. 2. The purpose is to create a new holding area in close proximity to the base specifically to hold HGVs to act not only as a parking area to support traffic flow but also to assist with security. 3. This will be required between February 2018 and May 2019 and activity will peak around October 2018 with an estimated additional 40 HGVs per day. 4. This needs to be ready by February 2018 and a number of options have been developed with clear preferred options emerging. The selection process will be completed by end of July 2017 at which point relevant permissions will be sought. 5. It was agreed that JL should open discussions with the Planning Authority now and PM will ensure the relevant office is geared up to support the planning process as effectively as possible. 	<p>█/PM</p>

No	Item	Lead
	<p>6. A key issue identified is significant planned utility works by Scottish Water on the main route into the base. Starting at the Ardencaple Hotel in October 2017, work will last approximately 9 months and will include the traffic being managed via a controlled convoy with traffic being reduced to single carriageway.</p> <p>7. The board recognises that with planned additional HGV and associated contract traffic coupled with increased tourism traffic that action needs to be taken to prevent serious traffic issues and a PR disaster.</p> <p>8. CS agreed the Council will facilitate liaisons between Council, Royal Navy, Scottish Water, Police Scotland, West Dunbartonshire Council and any other relevant partner to ensure this is managed as well as possible.</p> <p>9. JL has data around the HGV movements which he will share with CS/PM</p>	<p>PM</p> <p>██████████</p>
	<p>Strategic Priorities of the Board</p> <p>SG shared the discussion paper to support the board in considering its own priorities. As the board has only met once before and whilst the Senior Management Group (SMG) are continuing its work, it was considered necessary for the Board to establish its own priorities from a Community Planning Partnership perspective for over the next period which in turn provides certainty to the SMG. The top short term priorities were agreed as follows;</p> <ol style="list-style-type: none"> 1. Future Accommodation Model (FAM) 2. St Andrews Site 3. Commercial Development <ol style="list-style-type: none"> a. Promoting private sector investment b. Mitigating increased traffic on road from Helensburgh to HMNB Clyde during construction. <p>In addition, it was noted that collectively from the workstreams there is a wide and diverse range of objectives which creates difficulty for the board to have a clear sense of what is happening and next steps. It was agreed that the respective work streams provide a short narrative on activity to date and next steps to support the board.</p> <p>It was further agreed to develop a project plan using existing information to provide a glance key activities and timescales to</p>	<p>PM</p>

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	<p>allow the board to assess progress. This will be developed by the SMG for submission to the board.</p> <p>With regards to promoting visible leadership to communities, stakeholders and national decision makers, the board is not satisfied that the scale, opportunity and more importantly the story is universally promoted sufficiently nor understood.</p> <p>The board recognises that there is much good promotional activity going on (i.e. private sector accommodation, personnel families etc) and more must be done and is a matter for the board to consider.</p> <p>Therefore it was agreed that a standardised communication should be developed for use when representatives are meeting community groups, private sector and politicians etc. This will provide a helpful brief for representatives and ensure a consistency in our messaging. [REDACTED] will liaise with the Council's Communications Manager (Jane Jarvie) to develop the narrative.</p>	<p>SG/PM</p> <p>[REDACTED]/JJ</p>
5	<p>AOB</p> <p>Drumfork Club/ Early Learning Childcare (ELC)</p> <p>CM provided an update on plans for the refurbishment of the Drumfork Community Club and the community consultation response for child care which has been factored into the design.</p> <p>This is a top community priority and fully addressing demands for child care is resulting in prohibitive capital costs and therefore the scope and capability is being reviewed. CM asks if a collaborative approach could provide a financially feasible solution.</p> <p>CS outlined the Scottish Government's manifesto pledge and legislation on hours to be provided for ELC and the need for significantly increased capacity across Scotland. Whilst capital will be provided by the Scottish Government, it is deemed at this point to fall short of projected costs. CS asked CM to forward details and he will arrange for this to be shared with Kathleen Johnston who is the Council's lead officer in meeting ELC obligations.</p> <p>Armed Forces Champion</p>	<p>CM/CS</p> <p>CS</p>

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	<p>With the departure of former Councillor Maurice Corry, the Council will soon appoint a new Armed Forces Champion and CS will advise asap of the successful appointee.</p> <p>Next Meeting will be in December with date to be finalised soon. The meeting will be at the Helensburgh and Lomond Civic Centre.</p> <p>.</p>	Stuart