

HMNB Clyde Strategic Delivery and Development Framework Board (SDDF)

06 December 2017 – 11.15am

Helensburgh and Lomond Civic Centre, 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. Senior Fire Officer Stuart McLean, Scottish Fire and Rescue Service (JS)
5. Pippa Milne, Executive Director Development and Infrastructure, Argyll and Bute Council/ Chair of Senior Management Group – via teleconference (PM)
6. [REDACTED], Strategic Communications, HMNB Clyde
7. Commander [REDACTED], Base Executive Officer, HMNB Clyde, Royal Navy
8. Captain [REDACTED] Captain of the Base HMNB Clyde, Royal Navy
9. Neil Francis, International Operations Director, Scottish Enterprise/ SDI
10. Stuart Green, Corporate Support Manager, Argyll and Bute Council (SG)
11. Douglas Whyte, Housing Services Manager – item 2 and 3 (DW)

Apologies

1. Andrew Wells, Head of Property, Crown Estate Scotland (AW)
2. Chief Superintendent Hazel Hendren, Police Scotland

No	Item	Lead
1	Welcome Apologies noted from Andrew Wells and Hazel Hendren	
2	Presentation on Housing Workstream A joint presentation on the known status of housing in Helensburgh and Lomond was presented including background on related surveys and studies that are presently ongoing. A copy of the presentation is attached for information.	

No	Item	Lead
	<p>Actions;</p> <ol style="list-style-type: none"> 1. Planning Permissions House Building Allocations – breakdown of number of bed rooms. 2. Push message at next visit to Devonport of housing coming online e.g. Taylor Wimpey development. 3. ██████ to consider other areas of joint promotional activity with Council or other e.g. education, spousal employment etc. and will advise Chair of requirements from Council. 4. Development of a single set of conclusions and recommendations from the two separate housing surveys. <p>Note that page is being created on council website for armed forces personnel to promote housing options.</p>	<p>DW</p> <p>█████</p> <p>█████</p> <p>DW</p>
3	<p>Future Accommodation Model and Housing</p> <p>█████ in fortnightly liaison with MOD Policy Team who have a key role on FAM. There is an assumption of approval and decision likely June 2018 with implementation commencing December 2018 although training for HR already being looked at.</p>	
4	<p>Minutes of the SDDF Board Meeting 21.06.17 – agreed</p> <p>Matters arising;</p> <ol style="list-style-type: none"> 1. Argyll and Bute Local Development Plan; Main Issues Report now out for consultation closing 11 December. 2. Waterfront Regeneration Project; there is now a Royal Navy representative on the project team. 3. Community Sports Hub not progressing at this time and delay caused by funding application not being submitted by community group. CM will need to re-apply for MOD funding that was being used. Agreed to bring matter to a conclusion with final attempt to harness community efforts. Pippa offered support from Social Enterprise Team to facilitate effort from community group for a satisfactory outcome. 4. Councillor Barbara Morgan is new Armed Forces Champion and is already in liaison with Royal Navy. 5. Drumfork Club – received £3m funding for its refurbishment as a community facility. Next stage is 	<p>PM</p>

No	Item	Lead
	invitation to tender for works. Early Learning Facilities planned to open August 2018.	
5	<p>Update on Faslane Maritime Change Programme</p> <p>Commodore provided a helpful update and key message was move from planning to delivery. There are 5 key change programmes now ongoing with significant expenditure this financial year and will continue for next 10 years. Arrival of additional submarines progressing as planned.</p>	
6	<p>Specific Issues from Management Group for Boards Consideration</p> <ol style="list-style-type: none"> 1. Scope of studies – a helpful list of existing and planned activity. 2. Rural Resettlement Fund; whilst armed forces personnel already qualify for relocation expenses, civil servants do not and it was agreed to promote this better. This should also be promoted to contracting organisations who do not offer relocation assistance. 3. Construction Traffic Holding Areas; <ol style="list-style-type: none"> a. Old Breaking Yard is preferred site (not training centre) for holding vehicles and other sites required for holding materials. b. Required by mid-April 2018 and planning consenting process not yet commenced. c. With regards to increased HGVs and Scottish Water utility works, the Commodore advised the Chair that he is satisfied with progress on coordination and communications. 4. Communications – high level plan will be presented to next board meeting. There will be a focus on proactive communications to celebrate the first anniversary of the formal signing of the MoU (27.02.17). Joint activity between ██████████ and Jane Jarvie from Council. 5. St Andrews / McKenzie Housing Estate 	AR

No	Item	Lead
	<ul style="list-style-type: none"> a. Future use of St Andrews will be informed of the supply chain study proposal and no final decision should be made until then. b. McKenzie estate part of DIO Housing Needs Survey and recommendations will emerge over next period. 	
7	<p>Supply Chain Study Proposal</p> <p>The board agreed the recommendation to accept an offer from Scottish Enterprise to undertake a study to provide an analysis of the current supply chain with the following amendment.</p> <p>The study will not be restricted to the supply chain only and may consider other activity such as HR, training, transport etc. All activity will be confirmed after an initial scoping is completed.</p>	
8	<p>Project Plan</p> <p>An effort has been made to attempt to capture key activity into a single high level project plan which will be updated for future meetings.</p>	
9	<p>AOB</p> <ul style="list-style-type: none"> 1. CM asked if there was scope for the Council to consider the installation of traffic lights at the oil fuel depot to support traffic management. PM agreed to explore with her team and advise on costs which the Royal Navy may be able to contribute towards. 2. The Chair asked ■ if they had received recent communications from operators of Rhu Marina on their proposals for new breakwaters in the Clyde? Answer is no and Chair agreed to chase up. 	<p>PM</p> <p>CS</p>
10	<p>Next Meeting</p> <p>The Board agreed to stick to the planned schedule and next meeting will be June 2018; date to follow.</p>	SG