

## Island of Hoy Development Trust Meeting Minutes

OPEN  
MEETING

26/02/2020

20:00

NORTH WALLS COMMUNITY  
ROOM

Meeting Called By	Debs Jaques
Minute Secretary	Deanna Johnston
Type Of Meeting	Open Board Meeting
List Of Board Members	Debs Jaques, Lindsay Hall, Rob Seatter, Liz Train, Moira Cossar, Jayne Traynor, Max Collop
NON BOARD	Brian Clegg, Andy Trafford, Deanna Johnston
APOLOGIES	Keith Dempsey, Keith Dobney, Ian Davidson, Liz Davidson, Denize Lace, Scott Johnston

### Topics

1	MINUTES OF LAST MEETING	DEBS
Summary Of Discussion	BOARD MEETING The minutes of the January 2020 closed board meeting were proposed as correct by Moira Cossar, seconded by Liz Train and signed by the Chair.	
2	MATTERS ARISING	DEBS
Summary Of Discussion	There were no matters arising.	
3	HEALTH & WELLBEING COORDINATOR	MOIRA
Summary Of Discussion	Moira requested that the board of directors stay behind after the open board meeting to discuss finance options for the role once the funding is used up at the end of March. Directors agreed.  Moira advised the board that a convention is set to take place on the 26 <sup>th</sup> March, for which Denize has invited a number of organisations over for. The main purpose of the event being to promote utilisation of health and wellbeing services on Hoy.	
Conclusions	Convention for services on Hoy to be held at the YM on 26 <sup>th</sup> March 2020.	
4	BUSES	DEBS
Summary of Discussion	Debs advised the board that she is currently in talks with Laura Cromarty at the OIC regarding a community grant as well as the tender for the bus service. The Council have only recently confirmed the budget for transport and so Debs is hoping this will contribute to an outcome soon.  Debs confirmed once again that the intention is still to sell one of the green	

	<p>buses. Debs added that once Vincent returns from annual leave a discussion will take place around this.</p> <p>Max asked how the running of the new bus was going. Debs confirmed that the new bus has so far been a success with the exception of some minor issues such as lack of mud flaps and the cleaning of the reversing camera. Lindsay added that the door on the bus could be heavy for some people. Debs confirmed that she has had discussions with the drivers about assisting people using the door. Max enquired as to whether it was possible to automate the door. This has been investigated, however, it would require specific input from the drivers, and in the event that it is misused, it could create further problems and therefore seems wise not to change it.</p> <p>Deanna confirmed that whilst HHP was returned to Houton by Orkney Motors, it failed to start for the ferry crew. The bus has now been returned to Orkney Motors for further investigation. The bus ramp inspection has been completed. Debs in the process of investigating grant funding as well as tender for the bus. New bus running is so far successful and minimal problems in the early stages. HHP still being repaired and battery issue being investigated further.</p>
Conclusions	

5	REFLEX	BRIAN
Summary Of Discussion	<p>All capital equipment lease contracts are now to be in the name of IoHDT, with retrospective invoicing to CES for reclaim of funds – this method will apparently comply with HMRC rules and recent changes in guidelines for the accounting of contract leased assets – Ivan Houston of AJB Scholes has deemed this method as acceptable and indeed preferable. The two 7 seat Nissans are due into Orkney next week and will go for graphics application in Kirkwall prior to delivery to Hoy.</p> <p>Progress with the dual charging point and 3 phase supply upgrade to the YM is ongoing and should be resolved shortly. Although the window to achieve a full 24 month lease contract on the charger is narrowing and as such we could be exposed to a 40% loss in reclaimed revenue on this item should it run into April – whilst 'net zero' for the total project cost remains the target the risk here is a figure of around £1000. All other remaining items are deemed direct project costs, rather than capital equipment, so full reclaim is still the expectation.</p> <p>The ReFLEX project will require energy monitors to be fitted to the YM – a consent form for signature has been supplied. Brian also needs a copy of an energy bill for the YM so he can confirm MPAN numbers to CES / SSEN and also arrange a new MOP contract for the three phase supply.</p>	
Conclusions	<p>Capital equipment lease contracts are now to be in the name of IoHDT. Vehicles are due to arrive in Orkney w/c 02/03/2020.</p> <p>Risk of 40% loss in reclaimed revenue due to imminent time scale end to achieve full 24 month lease contract on charger for YM.</p> <p>Energy monitors to be fitted to YM.</p>	
Action Items	Person Responsible	Deadline
Send Brian latest YM energy bill.	Deanna	ASAP

6	PLAYPARK	LIZ
Summary Of	Liz confirmed to the Board that Gary has responded and confirmed that he will	

<b>Discussion</b>	be recommending to his fellow colleagues at the OIC that the lease is granted. Liz is now in the process of engaging design consultants around Orkney and specifically asking about previous experience with playparks such as this. Liz reminded the Board that in Gary's original email he had requested a variety of additional information and so Liz will continue to provide evidence of investigation into design etc. and demonstrate that this research is still taking place. Debs enquired as to whether or not there is likely to be a requirement for specific ground material for which Liz responded that there would almost certainly be some stipulation around matting or something similar for the play park, and added that drainage would also need to be looked at as a priority. Finally, Liz advised the Board that VAO have sent a questionnaire to be completed as part of the review process for the YIYC2 funding. Liz will complete this and return.		
<b>Conclusions</b>	Gary Burton to recommend to OIC that the lease is granted. Design consultation continues, utilizing services within Orkney. YIYC2 funding review to be completed.		
<b>Action Items</b>	<b>Person Responsible</b>	<b>Deadline</b>	
YIYC2 review to be completed	Liz T	ASAP	

7	TURBINE	BRIAN
<b>Summary Of Discussion</b>	Since the report circulated 01/02/2020 there has been a notable continuation in high wind speeds – a little more turbulent than the January 'feast' - at one point on the 22 <sup>nd</sup> HEL recorded a 10 minute average of 136mph at the mast head which of course put HEL into a none productive 'storm mode' as with several other instances during the month, but nonetheless overall good production and almost certainly looking like it will be the best February ever. The SSEN saga has been ongoing, with the offer of access and training withdrawn (as expected) due to indemnity issues amongst other things. However, the recent escalation to the Network Executive Complaints Officer, forced an alternative to be tabled within 48hrs – that being a fully remote system reset unit triggered from Perth via a 24/7 telephone fault response number. This is scheduled for install on the 4 <sup>th</sup> of March (next wed) just prior to a 'face to face' meeting scheduled for Kirkwall the following day.	
<b>Conclusions</b>	Good wind speeds yield positive results for early part of 2020. Fully remote system reset unit triggered from Perth via a 24/7 telephone response number to be installed.	

8	LEGACY PROJECT	BRIAN
<b>Summary Of Discussion</b>	The recent winds 'tested' the physical aspects of the PV array quite harshly – some rotational twist in the support frame structure is now evident, but ground anchors remain solid and most importantly the panels are all intact and the array surface remains flat and square. The design for future support frames should fare much better with single height panels, lower angle of elevation and welded joints. Data collation at the end of this month is expected to confirm earlier	

	<p>projections for efficiency and yield whilst building confidence to engage with the pilot stage asap. An invitation to the wider community for households to 'volunteer' for the pilot stage should likely be published sooner rather than later. The selection criteria, assuming HEL can attract sufficient candidates that have suitable occupancy and energy demand levels, should be rated purely on technical merit in terms of the data set they would afford – a selection process perhaps best controlled by remote stakeholders rather than anyone resident – the process previously used for employee candidate selection for technical posts in HEL has worked well in the past and should perhaps be considered by the trust.</p>
Conclusions	<p>PV array equipment has been tested with recent weather conditions but remain intact.</p> <p>An invitation to the wider community for volunteer households will shortly get underway to continue the pilot stage. Brian recommended that the selection process be controlled by remote stakeholders rather than anyone resident, which is a previously successful process utilised by HEL in the past.</p>

9	CORRESPONDENCE	ALL
Summary Of Discussion	<p>Debs advised the board that news from Chessa at HIE regarding a tourism workshop on 18<sup>th</sup> March had arrived via email. Debs will distribute to Deanna for advertising on the Facebook page.</p> <p>Orkney Museum have contacted the IoHDT regarding the purchase of a number of items belonging to James Moodie of Melsetter House presented to him in 1707. They have requested funding from the National Lottery and have contacted the IoHDT about a letter of support. The board confirmed that they were happy to support this.</p> <p>Debs has circulated an email from DTAS regarding their AGM and annual conference set to be held in September 2020, with an additional get together of interested parties in June.</p> <p>Trish has sent an email regarding the possibility of the installation of recycling facilities at the YM. In principle, the board felt that the concept may be good, however, Brian expressed concern around liability with the facilities being placed on private land. Max suggested establishing who is responsible for liability prior to the erection of any such facilities, however, feels that it is a good suggestion for the island.</p>	
Conclusions	<p>HIE email regarding tourism workshop 18<sup>th</sup> March.</p> <p>Orkney Museum email regarding letter of support for funding to purchase a number of James Moodie's belongings.</p> <p>DTAS email received regarding AGM and annual conference.</p> <p>Email from Trish around recycling. Liability may be a potential issue, but in principle, something the IoHDT think could have a positive effect on the island.</p>	
Action Items	Person Responsible	Deadline
Distribute information about tourism workshop on Facebook.	Deanna	ASAP

9	AOB	ALL
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Summary Of  
Discussion

There was no other business.

The meeting closed at: 20:55

Date of next meeting: 18<sup>th</sup> March 2020

Written by: Deanna Johnston  
Minute Secretary

Proposed for adoption by: *Lindsay*      Seconded by: *Jayne*

Signed  
(Chair) *S. D. Jaques.*