

Island of Hoy Development Trust Meeting Minutes

OPEN
MEETING

16/01/19

8PM

NORTH WALLS COMMUNITY
ROOM

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

Topics

1	MINUTES OF LAST MEETING	DEBS
Summary Of Discussion	<p>BOARD MEETING The minutes of the May 2017 closed meeting are to be presented at the next meeting on 20th February 2019.</p> <p>The minutes of the November 2018 meeting were proposed as correct by Lindsay Hall, seconded by Ian Davidson and signed by the Chair.</p>	
2	MATTERS ARISING	DEBS
Summary Of Discussion	There were no matters arising.	
3	ACCOUNTS	LIZ
Summary Of Discussion	Liz confirmed that the Board had approved the 2017-2018 final accounts as well as the OSCR return. The accounts were approved on the 12th December 2018 and the OSCR return was approved on the 17th December 2018. The accounts were submitted to Companies House ahead of the deadline date and the OSCR return was submitted ahead of the deadline date also.	
Conclusions	2017-2018 final accounts and OSCR return approved.	
4	WIND TURBINE AND OIC DEVELOPMENTS	BRIAN/MAX/LINDSAY
Summary of Discussion	<ul style="list-style-type: none"> Turbine: Brian confirmed the turbine was running well and there were no extraordinary items over and above the recently circulated monthly report that required discussion. He did however mention that average wind levels remain low. OIC: Max, Lindsay and Brian attended the OIC drop-in earlier in the week and reported jointly as follows. 	

	<p>The HEL Board currently has focus on options around exit strategy and a legacy project as the turbine is now in year 8 of operation. Moves by OIC to develop a windfarm close to the community project have the potential to be both positive and negative in this regard, hence the close attention to the OIC plans. Ultimately OIC decisions around following, or not, its own published policies will be key in regard to wake effect compensation and local community benefit levels, there is still uncertainty around this as the OIC intend to go the route of 'self-determination' in respect of planning permission.</p> <ul style="list-style-type: none"> • The proposed development has gone from initial proposal of 30 turbines, reduced to 13, since reduced again down to 7 following scoping consultations, it's apparent that about 30% of the area couldn't be used due to interference with local communication paths. Early bird survey results also added to this, apparently OIC underestimated the land usage of the known wildlife. Bird surveys still have 14 months left to run so the possibility of further restriction remains. • OIC have confirmed their project modelling is being based on subsidy free generation with sales at 5p per unit average and capital costs based on £1m per megawatt with the proposed SSE Orkney transmission grid and link to Dune Rae being both in place and also extended to Hoy via Flotta. Additionally they confirmed that their ultimate target goal is a minimum of 5% net return for the OIC coffers after all project costs, including finance, land lease fee's, operational costs and community benefit payments had been made – if this was not shown to be achievable in the modelling then the project would not proceed. • James Stockan also confirmed the 'double dip for Hoy' would be in the model and based upon standard community benefit of £5000 per MW installed per annum as 'one dip' and the second coming from the 'Orkney wide' community benefit payments yet to be determined. • Other factors affecting the OIC projects viability include the recently increased level of 'needs case requirements' for OFGEM to sanction the transmission grid – 135MW of consented and viable projects in particular, along with OFGEMS latest consultation process to revise / shift 'use of system charges' to generators from the domestic customers where they are currently levied. • HEL will continue to engage with the OIC and report accordingly.
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Conclusions	<p>Wind levels remain low. HEL continue to engage with the OIC around the windfarm project, which has reduced from a proposed development of 30 turbines, to 7 following scoping consultations. Community benefit payments are yet to be determined.</p>
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5	LEGACY PROJECT UPDATE	BRIAN
Summary Of Discussion	<p>Further to the IoHDT request that HEL should investigate more deeply the options and possibilities to create a legacy project based upon community benefit, Brian presented the following summary update.</p> <p>Potential Project Partners and Stakeholders: Meetings have been held with Mark Hull of CES, Ivan Houston of Scholes Accountants and Magnus Thomson (local OIC Councilor). The Scholes feedback is positive and HEL have been given a clear steer in terms of medium and long term options around constitutional organisation</p>	

and associated options - to investigate, test and develop the project within Hoy Energy but at 'roll out' create a separate 'not for profit' entity to prevent conflicts with the 'trading for profit' status of HEL.

CES gave insight into the current grant funding arena and are eager to partner with HEL at the appropriate stage - likely as HEL build a stakeholder team for grant applications.

OIC wish to be part of the project and already have 'said' they could provide funding if required.

Brian intends to engage with THAW and CAB in the new year to flush out options around fuel poverty assessments, needs case definitions etc.

Hardware Options:

Initial investigations have been limited to the previously discussed idea of a retro fit kit of a frame mounted solar PV array with intelligent control and battery storage.

After completing research into appropriate technology companies, Stortera (based in Edinburgh), stood out in regard to their product range and their suitability as a potential project stakeholder, due largely to their existing involvement in community energy projects. Brian has had extensive dialogue with them and feels that they would be worth visiting for a more formal engagement, and to see and test their equipment.

HEL have also discovered a company who are involved in frame mounted domestic PV and have experience of installing in Orkney - the next step would be to approach them formally for costings and details of their approach to logistics.

Grant Funding Options:

November was taken up largely by an exploratory exercise with Local Energy Scotland and their CARES funding team - they were very eager for HEL to submit a formal application in late November for a January award which would have to be spent by the end of March 2019. The project would have to fit their model (primarily aggregation and grid balancing criteria) and not direct community benefit (this would have to be incidental/consequential). The intervention level was 40% max but with a caveat that it would likely be lower. They also confirmed that they would not contribute towards PV panels but may consider a request for a 15% contribution towards the frames. Brian feels that this would result in a conflict with HEL's targeted outcomes and added that the grant funding situation - fueled largely by Brexit - may be undergoing major changes and there appears to be uncertainty in the renewables area due to the demise of the feed-in-tariff also scheduled for end of March 2019.

CES have advised, based on their recent experience and lack of success with community energy funding applications, that HEL should consider self funding for the core of the project - top up funding from group applications to regional funding pots is likely to be accessible for ancillary aspects such as legals, training etc. HEL will keep funding options open.

Max expressed concerns around targeting those with the most needs in relation to installation of equipment. How would the IoHDT make this decision? Brian feels that we should consider this at a later date, but the priority should be achieving the results from the equipment. A suggestion from Max is to complete a fuel poverty calculation. Ian agreed that this was a good idea. Brian agreed that a policy would be required, and if the qualifying process was conducted in chunks it would help to reduce waiting times between installations. Before piloting, Brian suggested a community engagement, but has confirmed that he will continue down the enquiry and

	testing stage to ensure that this can be done within the purchase cost parameters.	
	<p>Next Steps: Concentrate on hardware options and conduct tests on functionality and performance - a setup of PV array, controller, battery, and loads including domestic hot water and space heaters with full metering to confirm performance. HEL already have a test facility used for the DSM projects with space heating and hot water system dedicated to testing. The initial procurement and test stage will be embarked upon in February - once completed HEL will update the IoHDT board again. Once a specification is available, HEL intends to move to a 'pilot' stage - ideally in two or three properties and obtain real world data from client energy bills. HEL would then be able to produce realistic financial modelling, from which options around everything from basic feasibility through to final roll out policy could be tied down.</p>	
Conclusions	Research conducted into potential project partners, stakeholders, hardware options and grant funding possibilities for community benefit legacy project.	
Action Items	Person Responsible	Deadline
Further investigate hardware options and begin to conduct tests on functionality and performance.	Brian	February 2019

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CORRESPONDENCE

DEBS/LIZ

Summary Of Discussion	Debs brought to the attention of the Board, an email received in December 2018 from Colin Mac, regarding the Shetland Islands Credit Union and creation of an 'agency type branch' in the Orkney Islands. The Board agreed that Debs would respond but would not have any involvement at this stage.	
	Dorothy Rendall wrote to the IoHDT to request for money towards a new Haey Hope Club bus. Liz passed the request back to Jayne and advised for the Haey Hope Club to apply into the Community fund as per the standard process in these circumstances. Liz has replied to Dorothy via post.	
Conclusions	There will be no further involvement with Shetland Credit Union issue at this stage. Haey Hope Club have been advised to apply into the Community fund should they wish to receive funding towards a new bus.	
Action Items	Person Responsible	Deadline
Respond to Colin Mac regarding the Shetland Islands Credit Union email.	Debs	ASAP

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AOB

ALL

Summary Of Discussion	<p>Community Wellbeing Coordinator: The advert for the Community Wellbeing Coordinator post will be published in the Orcadian on Thursday 17th January. The deadline for applications is the</p>
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31st January and there will be a steering group meeting on 29th January for which Moira, Liz and Debs plan to attend.

Max asked for confirmation on how much the IoHDT had contributed towards the project. Debs advised that no amount had been confirmed as yet but the amount originally requested was £3675. The Trust may be asked to use this money to support with funding for equipment for the post.

Debs advised that the post was for a maximum of 14 months but it could be less, potentially 12 months. Debs advised the Board that the IoHDT hold application forms should anyone request one from a Director. Applications are to go into VAO and the IoHDT will be informed, ideally the post will be Hoy based.

Heritage Project phase 2:

Debs informed the Board about the next phase of the Heritage Project that Keith and Gavin (based in Liverpool University) are attempting to establish - legacy and conflict phase 2. The University have the funds already, however, Gavin is currently attempting to secure additional funding through applications to get the project started. Phase 2 follows the outcomes from the first pilot that Gavin did.

Lindsay asked what the purpose of the project is, Debs confirmed that the details of the project are contained within a document which is available on the HoyOrkney website, giving details of each of the phases. It defines a project around employment of tourism and heritage staff, partly working with the museum, further developing work that Gavin started on wartime heritage.

Deanna's Role:

Liz confirmed that Deanna's training is complete and it has gone well.

Deanna's appraisal is arranged for the end of January and a document will be put together for Board perusal and discussion around the updated job role.

Steering Group meeting:

A steering group meeting has been arranged for Tuesday 22nd January, and all Directors are welcome. The Community Council and the IoHDT are to meet with representatives from other groups for which invitations have been distributed, to try to create a steering group to discuss making a community action plan with the purpose of delivering some of the outcomes which arose from the survey conducted in 2018.

Olivia can no longer make it for personal reasons but will Chair via video call if possible. Debs will send the amended minutes from the previous meeting for Directors to look over. Debs' aim is to ask for representatives from various groups to discuss matters for the benefit of welfare, transport, broadband (amongst other issues for the Community), and is hoping that the IoHDT can encourage other groups to get involved rather than just the Community Council and the IoHDT so that the decisions which are made are more diversely achieved. Debs suggested that if we receive a limited response, the IoHDT may hold another steering group meeting at the school or potentially in the evening in the hope that representatives from the school could attend also.

Conclusions

Community Wellbeing Coordinator post advert to be published on 17th January, application forms available from the office if required.

Heritage project phase 2 is underway, details of which can be found on the IoHDT website.

Deanna's role will be due for review shortly, a document will be issued in the next board meeting for Directors to review and discuss.

A steering group meeting is arranged for the 22nd January with a view to creating a group/groups of individuals with a focus on delivering on outcomes from the survey. All Directors welcome.

Action Items	Person Responsible	Deadline
Create new job specification for Finance Admin Assistant role.	Liz and Deanna	20 th February 2019
Steering group meeting to be conducted.	Debs, Moira, Ian, Liz, Deanna	22 nd January 2019

The meeting closed at: 21:10

Date of next meeting: 20th February 2019

Written by: Deanna Johnston
Minute Secretary

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

Signed (Chair) *S. D. Jacques*