

## **Minute of a Management Meeting of the Shetland Community Benefit Fund Ltd. Held using Zoom virtual technology 10th June 2020**

**Present:** Chris Bunyan (chair), Aileen Brown, Angela Sutherland, John Dally, Alistair Laurenson, Alistair Christie-Henry, Colin Clark, Alan Macdonald, James Garrick, Kenny Pottinger, Gordon Thomson, Laurence Odie. W. Moreland (observer for Delting),

**1:Apologies:** Neville Martin, Arwed Wenger

### **2:Directors:**

(a) There were no resignations or nominations

(b) Fetlar, Skerries, Delting and Sandness and Walls do not have directors at present. Fetlar wishes to be informed via minutes and Delting will propose Bill Moreland for the upcoming AGM.

(c) There were no new declarations of interest. The declarations of John Dally and Alistair Christie-Henry regarding SSE shareholdings have been noted previously.

**3. Minutes of 19th February 2020** the draft minutes were approved. Proposed by Alistair Christie-Henry and seconded by Alistair Laurenson

**4. Postponed meeting of 25th March.** This meeting had to be cancelled due to Government health restrictions. The sole item of business was to formally approve the new SCBF rules and their submission to the FCA. Fourteen directors indicated by email that they agree: to hold vote by email; that they had read the proposed new rules; and agreed they should be submitted to the FCA. There was no dissent.

These decisions were formally acknowledged and approved - proposed by Alistair Laurenson and seconded by Alistair Christie-Henry. There was no dissent.

**5. Matters Arising:** The new rules had been approved by the FCA..

### **6. Viking Energy:**

(a) Draft Heads of Terms. The Chair presented a report on meetings with SSE and proposed final changes to the HoT. The changes deleted references to the contract for Difference as a basis for a timetable for the Hot and instead now use the date of a final investment decision by SSE. The main implication of this change was a complication in the timetable for decisions that means SCBF is sign the HoT before having the funds to formally engage legal advice. However, the previous drafts had been seen informally by legal and financial advisers and, as they and SSE all point out, the HoT themselves are not legally binding.

On that basis the meeting agreed without dissent to the revised HoT and the timetable for signing them.

Other changes to the HoT and accepted verbally by SSE, and will be put to its legal department, concerned new wording to make clear the Advance Payment Scheme of £400,000 a year was in addition to the main funding of £5,000 per installed megawatt.

(b) Update on VEFW. The Chair present a paper updating directors regarding VEFW. He had held two telephone meetings with SSE recently and the company still seems confident that Ofgem will approve the interconnector and SSE go-ahead with the project. It is possible the HoT will be signed and SSE decision made in mid-late July, with advance payment of £50,000 to SCBF following within 30 days.

There was a long discussion regarding the next steps for SCBF and a working group of Aileen Brown, Angela Sutherland and Alistair Christie-Henry was set up to report before the end of June on: details of the scope of work SCBF will require from a Development Worker or Project Manager, including hours and skills. The report would also cover the work needed to be done setting up, promoting and administering the Advance Grant Scheme for the initial six months, and developing and maintaining the website for on-line administration of the scheme.

It was felt SCBF should not consider an office or directly employing someone until the grant scheme was operating and the requirements can be re-assessed. It was also felt that we should looking for development work and website development from the same source.

*Laurence Odie and Gordon Thomson left the meeting somewhere around here ????*

## **7. Construction Phase Grant Scheme**

The Chair present a report on a revised Advance Grant Scheme - or Construction Grant Scheme - following the discussion at the February management committee.

It was agreed there should be a three-tier scheme for projects, all of which would come via community councils;:

Tier One would be run and administered by community councils, reporting to SCBF. This would have a simplified application process and be for grants from a minimum of £50 up to £500.

Tier Two would be for grants of £501-£5,000 and would involve a more detailed application which would be submitted to SCBF and reviewed by the Development

worker. Their recommendations would be presented to the management committee every month

Tier Three would be from applications for grants over £5,001. These would be subject to initial application to ensure it met guidelines following by a more detailed application and recommendation by the Development worker. SCBF would consider these grants on a quarterly basis.

There was also a discussion regarding the need for some general aims that SCBF saw for the scheme, with guidelines as to how these objectives might be met. The report suggested that these objectives might be more detailed and requiring for the second and third tiers of grants.

*At this point (approximately 7.20pm) the meeting was adjourned without finishing its discussion on the grant scheme until Wednesday 17th June at 6pm*

### **Re-convened meeting on 17th June.**

Present: Aileen Brown, Alistair Christie-Henry; Alistair Laurenson; Colin Clark; John Dally; Arwed Wenger; Neville Martin; Gordon Thomson; Alan Macdonald; James Garrick; Chris Bunyan

(1) Apologies from Angela Sutherland and Laurence Odie.

(2) Directors: Jamie MacBeath had been nominated by Sandness and Walls Community Council and he was elected as a director, proposed by John Dally and seconded by Alistair Christie-Henry.

(6) Viking. Directors discussed the announcement from SSE that the board of directors had approved £590m spending to develop the Viking project - depending on an acceptable outcome of the current Ofgem consultation. This decision indicated a further commitment to the project and emphasised the need for SCBF to develop its plans.

(7) Advanced Grant Scheme for Community Councils.

The directors continued consideration of the two reports presented by the Chair. After a discussion it was unanimously agreed that SCBF should not dictate how community councils allocate any funds between the different tiers. This should be left entirely to community councils.

It was agreed unanimously that if any applicant applied to more than one community council for financial support it should be left to the community councils to reach any decision either individually or collectively.

It was agreed unanimously that the scheme should be subject to a full review during the first year of operation.

The aims and objectives for SCBF and each tier of the scheme, presented in the paper from the chair, were approved unanimously. It was agreed these should be part of the review already agreed.

(Gordon Thomson left the meeting)

It was agreed the chair draft a report to be sent to all community councils, with a copy to the ASCC, detailing how the scheme will work and the possible timetables. They would be encouraged to speak to the directors for further information.

It was felt that SCBF shouldn't seek publicity for the scheme at present but wait for the Heads of Terms to be signed.

## **8. Other commercial developments**

The chair agreed to email Peel Energy and Energy Isles to re-establish contact with the companies with a view to discussing community benefit.

## **9. Arrangements for AGM**

This item was deferred to the next meeting

## **10. Other Business**

(a) It was agreed to ask SSE community benefit staff to visit SCBF when current health restrictions were lifted. If it seemed that these would continue for more than a couple of months then a presentation using Zoom would be arranged.

(b) The project sub-group will agree possible dates for Zoom meetings with SSE staff and Fiona Stirling of HIE and inform the chair.

## **11. Next Meeting**

Wednesday 8th July at 6pm using Zoom.