

HEN Minutes

10 June 2010

Charleston Community Complex

Present:

Jenny Sleeman, Wendy Price, Anne bonsall, Ailsa Villegas, Magnus Monahan, Suzann Barr, plus Lara McDonald (Administrator) and Ishbel Crawford from LANTRA

Apologies:

Martin Hind, Susan Carstairs, Bob Bull

TREASURER'S REPORT

No report as Bob unable to attend

LANTRA Presentation

Ishbel Crawford Regional Partnership Manager - Highlands and Islands, contacted Lara about LANTRA and asked if she might come and speak at HEN's next meeting. The reason for contacting groups is to help in gathering labour market information. She gave the committee a talk for first half of the committee meeting about who they are and the work they do. Listed below are some bullet points from her talk.

Email: Ishbel.Crawford@Lantra.co.uk

Tel: 01700 502242 Mob: 07867 908198 www.Lantra.co.uk

- LANTRA does not stand for anything
- Represents 17 industries across the land based sector
- Licsenced by the government to help deliver the skills agenda
- Its main role is to engage with industry
- Promote business development through skills development
- Identify skills needs and work with providers to find a balance
- Do not give out funding
- They work to National Occupational Standards and assist in developing competencies for each job
- Work with SVQ to identify which competancies are needed to attain an SVQ
- They support applications for new courses

LANTRA are planning to hold a Rural Woman in business event in Inverness, dates tbc

ACTION Lara to get information about Rural Woman in Business event being held in Inverness by LANTRA

APPROVAL OF MINUTES – 16 April

No matters arising. Proposed: Jenny Sleeman Seconded: Aisla Villegas

DEVELOPMENT OFFICER – CONTRACT

Jenny put a contract and brief to together, but it was agreed that part of the next contract should include looking for future funding for year 3. This will be amended and then signed by Jenny and Lara. Lara will also be taking the month of July off but will oversee the website development and do additional days on the months to follow.

SERVICE LEVEL AGREEMENT – HIGHLAND COUNCIL

See below

HIGHLAND ENVIRONMENTAL FORUM

Website Development / Event Listings and Financial contribution

This year funding from HC has been increased to £15k. The Service Level agreement includes delivery of development the HEN website to expand the Events section (now to be called What's On) to allow online direct entries with Admin approval before going live on the web. The additional funding will also allow HEN to make some additional improvements to the site for the Directory and the Downloads page. Lara

is to liaise directly with Sarah Allen who is contracted by the Highland Environmental Forum to take this work forward.

ENVIRONMENTAL DIRECTORY

ACTION Lara / Ailsa to encourage Environmental Forum Members to list themselves on the Directory.

NEWSLETTER

It is hoped (laptop repair pending) that it will be out by Fri 25 June. Lara has all contributions in except HRNP and Alan Smith from the John Muir Awards

Climate Change Declaration

Wendy Price signed the declaration on behalf of HEN along with a number of other Forum members at Great Glen House on ...June 2010

HEN's commitment for this year is to ascertain it's carbon footprint for 2010/11 and then setting out what measures we will take to reduce this by 3% for 2011/12

ACTION Lara to get travel distances from all those who attended 10 June meeting and create a record sheet to then assess our Baseline.

BELLADRUM TARTAN HEART FESTIVAL

It was agreed by Jenny and Bob that we would go ahead and take a stand at the festival. Energy saving Scotland will be joining us with the Eco Driving Simulator and sharing the costs of the stand. Bob., Lara and Jenny will man it for the weekend and Gregor Yule and one other from ESS will man the simulator.

HEN CONFERENCE 2011

It was confirmed that the theme would be around Community environmental engagement and that a big part of it would incorporate Transition Towns. Wendy suggested we contact Rob Hopkins the founder of the transition movement to see if he will be our keynote Speaker. Possible venue might be Fortrose Community complex. It was also suggested that Teen Ross be contact about the conference.

ACTION Lara to put together a timeline of tasks for the conference

HEN LAPTOP

Unfortunately the HEN laptop broke down is being sent away to fix if indeed that is possible. This has hampered work activity and may delay the Newsletter. It also means that the membership cannot be contact until it is fixed or a new PC is acquired.

TRAINING

Funds from FEVA for 2011/2012 may not be very likely as they are in transition at the present time.

ACOB

DATE OF NEXT MEETING

It was agreed that this will now be Thurs 26 Aug, 4pm at the Charleston Community Complex