



City Chambers  
DUNDEE  
DD1 3BY

6<sup>th</sup> December, 2024

TO: ALL MEMBERS OF THE TAY  
CITIES REGION JOINT COMMITTEE

Dear Sir/Madam

**TAY CITIES REGION JOINT COMMITTEE**

Will you please attend a MEETING of the **TAY CITIES REGION JOINT COMMITTEE** on Friday 13<sup>th</sup> December, 2024 at 10:00am, to be held remotely.

Please submit any apologies to Veronica Thomson, Committee Services Officer on telephone (01382) 434205 or by e-mail at [veronica.thomson@dundee.gov.uk](mailto:veronica.thomson@dundee.gov.uk).

Members of the Press or Public wishing to join the meeting should contact Veronica Thomson, Committee Services Officer on telephone (01382) 434205 or by e-mail at [veronica.thomson@dundee.gov.uk](mailto:veronica.thomson@dundee.gov.uk) by **12 noon on 11<sup>th</sup> December, 2024.**

Yours faithfully

ROGER MENNIE

Clerk to the Joint Committee

**1 WELCOME AND APOLOGIES**

**2 CHANGE OF CHAIR FOR TCRJC**

In terms of Clause TWELVE of the Governance Agreement, and Article II of the minute of meeting of this Joint Committee of 18 May 2018, the Joint Committee are asked to note that Councillor Mark Flynn of Dundee City Council becomes Convener in succession to Councillor David Ross of Fife Council. The Joint Committee are also asked to appoint Councillor Bill Duff of Angus Council as Vice-Convener.

### **3 MEMBERSHIP**

The Joint Committee are asked to note in terms of the Joint Committee Governance Agreement that Councillor Mark Flynn is now Leader of the Administration of Dundee City Council and accordingly will be a Dundee City Council representative on the Joint Committee, to replace former Councillor John Alexander. Councillor Flynn will also take over the role of Convener.

Furthermore, the Joint Committee are asked to note in terms of the Joint Committee Governance Agreement that Councillor Bill Duff is now Leader of the Administration of Angus Council and accordingly will be an Angus Council representative on the Joint Committee.

### **4 DECLARATIONS OF INTEREST**

### **5 MINUTE OF MEETING OF 21ST JUNE 2024 - Page 1**

(Copy enclosed).

### **PART 1: REGIONAL COLLABORATION**

### **6 TAY CITIES REGIONAL ECONOMIC STRATEGY – PROSPECTUS FOR REGIONAL GROWTH 2025 – 2035 - Page 6**

(Report No TCRJC07-2024 and presentation by Morag Millar, Fife Council).

### **PART 2: THE DEAL**

### **7 PMO UPDATE**

(Presentation by Mo Saunders, Tay Cities Programme Manager).

### **8 AUDITED AND UNAUDITED ACCOUNTS**

(Verbal update by Robert Emmott, TCRD S95 Officer).

### **9 PROGRAMME OF MEETINGS 2025**

Friday 21<sup>st</sup> March 2025, to be in person - TBC (Dundee)

Friday 20<sup>th</sup> June 2025, to be held remotely - TBC

Friday 19<sup>th</sup> September 2025, to be held remotely - TBC

Friday 12<sup>th</sup> December 2025, to be held remotely - TBC

### **10 AOCB**

### **11 DATE OF NEXT MEETING**

Friday 21<sup>st</sup> March 2025, to be in person - TBC

At a MEETING of the **TAY CITIES REGION JOINT COMMITTEE** held as a hybrid meeting at James Hutton Institute, Invergowrie, on Friday 21st June 2024

Present:

Angus Council

Councillor Beth WHITESIDE  
Councillor Lynne DEVINE

Dundee City Council

Councillor John ALEXANDER  
Councillor Steven ROME

Fife Council

Councillor David ROSS  
Councillor Jonny TEPP

Perth & Kinross Council

Councillor Grant LAING  
Councillor Eric DRYSDALE  
Councillor John DUFF

Non-Elected Members

Alison HENDERSON, Dundee and Angus Chamber of Commerce  
Matt LOCKLEY, Scottish Enterprise  
Colin CAMPBELL, James Hutton Institute  
Ronnie PALIN, Skills Development Scotland

Also Present

Greg COLGAN, Dundee City Council  
Robin PRESSWOOD, Dundee City Council  
Roger MENNIE, Dundee City Council  
Kathryn LINDSAY, Angus Council  
Ken GOURLAY, Fife Council  
Mark SPEED, TACTRAN  
Steve BELL, Tay Cities Deal Comms  
Thomas GLEN, Perth and Kinross Council  
Alison WILLIAMS, Perth and Kinross Council  
Michael FIGURES, Perth and Kinross Council  
Jamie BELL, Scottish Enterprise  
Mo SAUNDERS, Tay Cities Deal Programme Manager  
Lauren HOLLAS, Tay Cities Deal Project Manager  
Haley Dey, Tay Cities Deal Project Officer

Councillor David ROSS, in the Chair

**I APOLOGIES**

Apologies had been intimated from Councillor Proctor, Councillor Bill Duff, Councillor Cruickshank, Councillor Hayes, Councillor Parrott, Iain Gillespie, Robert Emmott, Carol Connolly, Alison Smith and Caroline Warburton.

## **II DECLARATIONS OF INTEREST**

There were no declarations of interest.

## **III MINUTE OF MEETING OF 28TH MARCH 2024**

The minute of meeting of 28th March 2024 was submitted and approved.

## **PART 1: REGIONAL COLLABORATION**

### **IV INDUSTRIAL INVESTMENT PROGRAMME MONTROSE PORT (SIDE PACKAGE) UPDATE**

There was submitted Report No TCRJC6-2024, introduced by Jamie Bell, Team Leader, Innovation & Place, Scottish Enterprise and Alison Smith, Director of Vibrant Communities and Sustainable Growth, Angus Council. The Report asked the Joint Committee to note the proposal outlined in the report for the Montrose Port Offshore Skills Academy.

A presentation was also given to supplement the report, which was circulated to the Joint Committee prior to the meeting.

The Joint Committee agreed to: -

- (i) note for information the attached project outline proposal for subsequent development to Outline Business Case for funding support from the Tay Cities Industrial Investment Programme, amounting to £1.25m.

## **PART 2: TAY CITIES REGION DEAL**

### **V TAY CITIES REGION DEAL UPDATE**

A presentation by PMO Programme Manager, Mo Saunders, was given to the Joint Committee outlining the current position with regards to the Tay Cities Region Deal.

It was noted that on Wednesday 22nd May 2024, the Prime Minister Rishi Sunak announced that the next general election would take place on 4th July. The pre-election period started on Saturday 25th May and pre-election period restrictions applied to all Local Authorities, Governments and Government Agencies.

A scheduled Project Owner Event was held on the 24th of May 2024. The Tay Cities Region PR and Comms chair took the opportunity to take the Projects through what they needed to be aware of during this period. A short guidance statement had been circulated following the event, advising that the Tay Cities Region LA Comms leads are the first point of contact for any Projects with queries, in line with the PR and Comms Protocol.

With regards to preparing for Future Funding Opportunities and the Deal Programme Review, the following key issues, challenges and risks continued to be discussed by the Partnership:-

- The delivery of the Deal Programme and Commitments as a result of the impact of inflation
- Business Cases not having secured Joint Committee approval ahead of the year of profiled drawdown
- Impact of acceleration on the Capital Programme
- Developing and ensuring effective delivery of the Revenue Programme
- Pressures on resources within the Partnership and PMO with the potential to impact the effective management and delivery of Programme

The next in-person Future Funding Opportunities and Deal Programme Review Workshop III with Management Group and Finance Directors Group members has been scheduled for the 18th of July. The proposed Agenda for the Partnership is:

- What do the Election Results mean for the Partnership and what does the Partnership want and need to do to be in the best position going forward – building on the Workshop I and II discussions.
- Update on the Deal Review discussions between the Management Group Chair and 4 LA Directors and Heads of Economic Development
- Walkthrough of the Deal Programme from each LA Director on the delivery of each of the Projects within their geographical area
- Discussion and agreement on the partnerships next steps for future funding opportunities and the Deal Programme Review

The current Deal programme timetable was shared with Committee members.

It was noted that there is a commitment in the Deal Document to inform the Joint Committee when the Management Group and Governments had approved a Strategic Outline Case (SOC) and Outline Business Case (OBC). There have been no OBCs approved by the Management Group since the December 2023 Joint Committee. The Joint Committee were informed that the Management Group approved an SOC for the Montrose Port Project, which is part of the Scottish Government Industrial Investment Programme (Side Package), at their meeting on 30th May, 2024.

For the Programme Year 4 23/24 Year End Capital Budget, there was a capital allocation of £42.57m, the largest of the Scottish Deals in 23/24. This included a £13m acceleration from the Scottish Government which was reflected in the Grant Offer Letter. The capital outturn for 2023/24 was £42.474m. This resulted in 99.8% of the capital allocation being able to be drawn down by the Partnership. Thanks were extended to all Partners for the efforts made to achieve this.

For the Programme Year 4 23/24 Year End Revenue Budget, there was a revenue allocation of £1.602m in 2023/24 (£1.505m Skills Programme Projects and £97k TCEP). This factored in a confirmed underspend of £828k against the Skills Programme of £2.339m, and £6k accelerated to TCEP, ahead of the Grant Offer Letter being issued. The revenue outturn for 2023/24 was £1.067m which meant that 67% of the allocation in the 23/24 Grant Offer Letter would have been drawn down or 44% of the original 23/24 Deal revenue profile.

With regards to the Year 5 24/25 Capital Programme, the Partnership have requested a capital allocation of £12.05m from the Scottish Government. At Deal Signing, the profiled capital allocation for year 5 was £29.060m. This is the first year that the Partnership have requested a lower capital value than the allocation agreed at Deal Signing. Details of the requested 'ask' for the Year 5 Capital Programme were given, noting that all had a Joint Committee approved Business Case.

With regards to the Year 5 24/25 Revenue Programme, it was noted that at the March Joint Committee, it had been reported that there was confidence in £2.376m revenue for 2024/25. Further work had been done within the Partnership and the request being made to the Scottish Government for the Year 5 2024/25 Revenue allocation was £2.376m.

An overview of the Year 6 capital programme was given, noting profile risks for years 6 to 10. The overall current variance was minus £28.117m. This would mean that at this point there is only high confidence of £943k of the Capital Programme being delivered of a profiled value of £29.060m. A total of 14 capital Business Cases, with a value £17.912m, are required to secure Joint Committee approval and there is currently significant risk to the Partnership being in a position to deliver to their awarded capital profile for year 6.

The Year 6 revenue programme highlighted current projects and programmes which had developed and secured their business case approval the financial year ahead of drawdown, identified any projects at risk and noted total underspend. It was reported that the overall current variance was minus £1.726m, and that there is a total of £4.686m underspend within the Regional Skills and Employability Development Programme which is required to be reprofiled. The Scottish Government has indicated that the revenue allocations will now need to be agreed each year due to the values being requested. There is currently a significant risk to the Partnership being in a position to deliver to their awarded revenue profile.

There is a risk to the Partnership around business cases securing Joint Committee approval ahead of year of drawdown. It had been highlighted to Partners that, for them to get back on track, an estimated 24 business cases are required to be developed and secure approval over the next 18 months. This is more than the total number of business cases that have secured approval in the Deal over the last four years. The majority of the business cases are led by Local Authorities. This was recognised and highlighted as a high priority recommendation action, in the Partnerships 2022/23 Audit for the Deal.

A summary was then given of the business case timetable, based on the Fund, Programme and Project Owner requests, currently held by the Partnership for Year 6. It was noted that the timetable was not complete as there remained gaps in business case timetables being provided. This is to be covered at the Partnership workshop III on the 18<sup>th</sup> of July.

It was highlighted that the number of Business Cases to secure Joint Committee approval, will have an impact on both the Governments and Partnership to develop, resource and review. A request was made to remind all Partners to ensure that they are planning and programming effectively in order to secure Business Case approval ahead of the year they are requesting drawdown. It was noted that business cases to be submitted for the March Joint Committees regularly come in over the Xmas period, where there is reduced capacity and availability across both Governments and Partners to review and assess.

All Partners have been asked to provide realistic and robust business case timetables to the PMO by the 14<sup>th</sup> of June. Thereafter, the PMO will then provide an updated risk report on Business Cases based on the returns to the July Workshop III and September Joint Committee.

The Joint Committee further noted that at the March workshop II, it had been reported that there were no Partnership resource/experience issues identified. Since the March workshop II, resource challenges have been identified by the Finance Directors Group. The Finance Directors Group recognised that resources and experience were considered one of the main challenges in getting business cases secured and projects delivered. Scheduled meetings with Projects have also identified capacity issues. Partners had been asked to identify any resource, capacity, or experienced risks to the PMO by 27<sup>th</sup> June.

The Members requested an update from the Partnership's workshop III on 18<sup>th</sup> July at the September Joint Committee.

The Chair thanked Mo for her presentation.

## **VI BROXDEN LOW CARBON TRANSPORT HUB REQUEST FOR FUNDING FROM PHASE 3 TO PHASE 1**

There was submitted Report No TCRJC5-2024, introduced by Alison Williams, Perth & Kinross Council, seeking approval from the Joint Committee for the movement of TCRD funding of £153,948 from within the TCD008 Low Carbon & Active Travel Hubs Programme, from Phase 3 (Hydrogen Development) to cover additional costs incurred in Phase 1 (Broxden-Low Carbon Transport Hub).

A presentation was also given to supplement the report, which was circulated to the Joint Committee prior to the meeting.

The Joint Committee agreed to consider the report and: -

- (i) approve the request to movement of TCRD funds from within the TCD008 Low Carbon & Active Travel Hubs Programme from Phase 3 to Phase 1 to the value of £153,948.

**VII PROPOSED PROGRAMME OF MEETINGS 2024**

The Joint Committee agreed the undernoted programme of meetings for 2024:

Friday, 20th September 2024, to be held remotely.

Friday, 13th December 2024, to be held remotely.

**VIII AOCB**

(i) Presentation – Colin Campbell – Jame Hutton Institute (JHI)

Colin Campbell thanked members of the Joint Committee for their attendance at JHI and gave a brief presentation on what has been achieved through Tay Cities Regional Funding to the institute.

It was noted that the funding has enabled the establishment of the International Barley Hub Field Centre and also the Advanced Plant Growth Centre. It was envisaged that these centres would not only enable extensive research but also encourage further investment in these fields.

It was noted that a tour of the new facilities would be given to the Joint Committee following the conclusion of the meeting.

The Chair thanked Colin for his presentation, and for the opportunity to visit the new facility.

**IX DATE OF NEXT MEETING**

Friday, 20th September 2024.



**REPORT TO:** TAY CITIES REGION DEAL JOINT COMMITTEE

**REPORT ON:** TAY CITIES REGIONAL ECONOMIC STRATEGY – PROSPECTUS FOR REGIONAL GROWTH 2025-2035

**REPORT BY:** MORAG MILLAR, FIFE COUNCIL, CHAIR OF HOED IN 2024

**REPORT NO:** TCRJC07-2024

## **1. PURPOSE OF REPORT**

- 1.1. This report seeks endorsement from Joint Committee on the Tay Cities Regional Economic Strategy – Prospectus for Regional Growth.

## **2. RECOMMENDATIONS**

- 2.1. Joint Committee is asked to review this report and:
  - i. Agree the Prospectus for Regional Growth;
  - ii. Note the next steps for consultation of Governance;
  - iii. Note there will be a Lead Sponsor and Delivery Lead for each theme / enabler; and,
  - iv. Start to progress the opportunities set out on slide 9.

## **3. BACKGROUND**

- 3.1. The overarching document for the Tay Cities Region and the Regional Economic Partnership is the Tay Cities Region Economic Strategy 2019-2039. Since it was published new strategies, policies, and thinking have emerged including: the National Strategy for Economic Transformation, Fair Work, Community Wealth Building, a proposed UK Industrial Strategy, Prosperity through Partnership and Just Transition. This document – Prospectus for Regional Growth 2025-2035, focuses on agreed key themes and enablers to maximise the impact from the City Region Deal and to focus on the need to restore growth to sustainability drive improvements in living standards in the region.
- 3.2. The document includes: a refreshed vision, a summary of the key strengths on the four areas that make up the Tay Cities Region, a summary of the region's economic performance. The Prospectus for Regional Growth will focus on the following Key themes / enablers:
  - Clean Growth for Smarter and Sustainable Places
  - Life Sciences, Health and Agri-tech
  - Tourism and Culture
  - Creative, Digital, Cyber & Games Economy



- Connectivity – Digital and Physical
  - Skills and Talent
- 3.3. Slide 9 outlines the next steps for each theme/enabler. The Sponsor / Delivery Lead will be responsible for outputs that will contribute to achieving the objectives.
- 3.4. It is proposed that the Heads of Economic Development oversee delivery of the and implement a monitoring and reporting framework to realise the expected impact of the Prospectus for Regional Growth. This may require resource support to implement a framework for collation of data.

#### **4. CONSULTATIONS**

- 4.1. The Management Group and Thematic Boards have reviewed this report.

Report author: Morag Millar  
Title: Service Manager – Place Programmes & Policies, Fife  
Council & Chair of HOED  
Email address: morag.millar@fife.gov.uk  
Phone number: 0795 664 6068

Date: 19<sup>th</sup> November 2024