



City Chambers  
DUNDEE  
DD1 3BY

11th May, 2018

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 18th May, 2018 at 10.00 am in Committee Room 1, 14 City Square, Dundee.

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

Yours faithfully

ROGER MENNIE

Clerk to the Joint Committee

**1 MEMBERSHIP, WELCOME AND APOLOGIES**

**2 DECLARATION OF INTEREST**

Elected members are reminded that, in terms of The Councillors Code, it is their responsibility to make decisions about whether to declare an interest in any item on this agenda and whether to take part in any discussions or voting.

This will include all interests, whether or not entered on your Register of Interests, which would reasonably be regarded as so significant that they are likely to prejudice your discussion or decision-making.

**3 CONVENER AND VICE-CONVENER**

The Joint Committee requires to appoint a Convener and Vice-Convener for 2018/2019.

**4 MINUTE OF MEETING OF 8TH DECEMBER, 2017 - Page 1**

**5 MATTERS ARISING**

**6 TAY CITIES DEAL UPDATE - Page 5**

(Report No TCRJC2-2018 by Head of Tay Cities Deal enclosed).

**7 SKILLS**

- TAY CITIES SKILLS INVESTMENT PLAN, PROFESSOR ALAN MCGREGOR, GLASGOW UNIVERSITY (PRESENTATION)

**8 INVESTMENT**

- #SCOTLANDISNOW, ERIC SIMPSON, SDI (PRESENTATION)
- TAY CITIES TRADE AND INVESTMENT PARTNERSHIP, MERLYN DUNN, ANGUS COUNCIL (PRESENTATION)
- SCOTLAND'S TAY COUNTRY, ALAN GRAHAM, PERTH AND KINROSS COUNCIL (PRESENTATION)

**9 TAY CITIES DEAL GOVERNANCE - Page 9**

(Report No TCRJC1-2018 by Clerk to the Tay Cities Region Joint Committee enclosed).

**10 A O C B**

**11 DATE OF NEXT MEETING**

24th August, 2018 in Committee Room 1, 14 City Square, Dundee.

**ITEM No ...4.....**

At a MEETING of the **TAY CITIES REGION JOINT COMMITTEE** held at Dundee on Friday, 8th December, 2017.

Present:-

Angus Council

Councillor Bill DUFF  
Councillor Bob MYLES  
Councillor Angus MacMillan DOUGLAS

Dundee City Council

Councillor John ALEXANDER  
Councillor Lynne SHORT  
Councillor Richard McCREADY

Fife Council

Councillor Tim BRETT  
Councillor Karen MARJORAM

Perth & Kinross Council

Councillor Ian CAMPBELL  
Councillor Dave DOOGAN  
Councillor Colin STEWART

Non-Elected Members

Gordon McGUINNESS, Skills Development Scotland  
Tim ALLAN, Tay Cities Enterprise Forum  
Professor Sir Pete DOWNES, Principal, University of Dundee Regional HE/FE Forum

Also Present

Jim REID, Scottish Enterprise  
Steve GRIMMOND, Fife Council  
David MARTIN, Dundee City Council  
Mike GALLOWAY, Dundee City Council  
Eric KNOX, Third Sector  
Alan McKEOWN, Angus Council  
Jim VALENTINE, Perth & Kinross Council

Apologies

Apologies were intimated from Councillor David Ross, Linda Hanna, Ellis Watson and Julie Farr.

**I MEMBERSHIP**

Reference was made to Clause Three of the Minute of Agreement between Angus Council, Dundee City Council, Perth and Kinross Council and Fife Council establishing the Joint Committee. The Joint Committee noted the following appointments:-

Angus Council

Councillor Bob Myles  
Councillor Angus MacMillan Douglas  
Councillor Bill Duff

Dundee City Council

Councillor John Alexander  
Councillor Lynne Short  
Councillor Richard McCready

Fife Council

Councillor David Ross  
 Councillor Karen Marjoram  
 Councillor Tim Brett

Perth and Kinross Council

Councillor Ian Campbell  
 Councillor Colin Stewart  
 Councillor David Doogan

Non-Elected Members

Gordon McGuinness, Skills Development Scotland  
 Linda Hanna, Scottish Enterprise  
 Ellis Watson, Chair, Tay Cities Enterprise Forum  
 Tim Allan, Tay Cities Enterprise Forum  
 Professor Sir Pete Downes, Principal, University of Dundee Region HE/FE Forum  
 Julie Farr, Dundee Social Enterprise Network, Third Sector

**II DECLARATION OF INTEREST**

Elected members were reminded that, in terms of The Councillors Code, it was their responsibility to make decisions about whether to declare an interest in any item on the agenda and whether to take part in any discussions or voting.

This included all interests, whether or not entered on their Register of Interests, which would reasonably be regarded as so significant that they would be likely to prejudice your discussion or decision-making.

No declarations of interests were made.

**II CONVENER AND VICE-CONVENER**

In terms of Clause Twelve of the Minute of Agreement, the Joint Committee agreed to appoint a Convener and Vice-Convener as follows:-

<u>Year</u>	<u>Convener</u>	<u>Vice-Convener</u>
2017/2018	Angus Council	Perth & Kinross Council
2018/2019	Perth & Kinross Council	Fife Council
2019/2020	Fife Council	Dundee City Council
2020/2021	Dundee City Council	Angus Council

Accordingly Councillor Bob Myles was appointed as Convener and took the Chair.

**IV GOVERNANCE ARRANGEMENTS**

The Joint Committee remitted to the Clerk to submit proposed governance arrangements to the next meeting of the Joint Committee.

**V PRESENTATION**

A presentation was given to the Joint Committee by Jim Reid of Scottish Enterprise highlighting factors of economic importance when relevant to the bid process for the Tay Cities, which would also reflect the four priorities of the Scottish Government's Economic Strategy.

Members noted the three key elements of the bid:-

- Inclusive Tay – delivering of a smarter, fairer economy over the next 20 years which would in turn provide better economic outcomes for citizens

- Innovative, International Tay – support to businesses for innovation of growth, and also creation of new skilled jobs within the region.
- Connected Tay – improved digital connectivity to enhance the development of knowledge intensive business across the Tay Cities Region.

Members agreed that it was imperative to build upon existing strengths within the region and that this was an important time to be ambitious about attracting new talent and opportunities for the area.

Jim Reid was thanked for his interesting and informative presentation.

## **VI PROGRESS REPORT**

There was submitted Report TCRJC 1-2017 by David Littlejohn, Head of Tay Cities Deal provided Committee Members with an update on progress since the submission of the Tay Cities Deal in March 2017 and the anticipated timescale for its inclusion.

The Committee agreed to:-

- (i) note the content of this report; and
- (ii) request a further report on the progress of negotiating the Tay Cities Deal at its next meeting.

## **VII PROPOSED TIMETABLE 2018**

<u>Date</u>	<u>Time</u>
16th February	10 am
18th May	10 am
24th August	10 am
9th November	10 am

All meetings to be held in Committee Room 1, 14 City Square, Dundee.

The Joint Committee agreed the timetable as detailed.

Bob MYLES, Convener





**REPORT TO:** TAY CITIES REGION JOINT COMMITTEE – 18 MAY 2018  
**REPORT ON:** TAY CITIES DEAL UPDATE  
**REPORT BY:** DAVID LITTLEJOHN, HEAD OF TAY CITIES DEAL  
**REPORT NO:** TCRJC2-2018

## **1.0 PURPOSE OF REPORT**

This report provides Committee Members with an update on progress and the anticipated timescale for the conclusion of the Tay Cities Deal. This report is for information.

## **2.0 RECOMMENDATIONS**

It is recommended that the Joint Committee:

- i) Notes the contents of this report; and
- ii) Requests a further progress update at its next meeting.

## **3.0 FINANCIAL IMPLICATIONS**

None.

## **4.0 TAY CITIES DEAL UPDATE**

### **4.1 Introduction**

The Tay Cities Deal bid, supported by a new Regional Economic Strategy, was approved by Angus, Dundee City, Fife and Perth & Kinross Councils in February 2017 and submitted to the Scottish and UK Governments on 1 March. A progress update was considered by the Joint Committee at its inaugural meeting in December 2017. This report provides Committee Members with an update on further progress since then and the anticipated timescale for the conclusion of the Tay Cities Deal.

### **4.2 Progress since December 2017**

- 4.2.1 At its December meeting the Joint Committee was advised that both Governments were satisfied that sufficient work had been done to allow a formal negotiation to commence. The negotiation was to take the form of a series of meetings to be held with senior civil servants and led by Chief Executives of the 4 Councils and the Chairs of the regional Enterprise Forum and the regional Higher/Further Education Forum.
- 4.2.2 The first meeting took on December 19 and provided an opportunity for senior civil servants to explore how the Tay Cities Deal could support a wide range of Scottish

Government policy areas and vice versa. However no indication of the Scottish Government's position in relation to the potential scale of its support for the Tay Cities Deal was provided. UK Government representatives were more forthcoming at the meeting in that they indicated that HM Treasury had reviewed the project business cases and they were able to disclose which projects the Treasury would support.

- 4.2.3 As the Scottish Government was not yet in a position to make a recommendation to Ministers it was agreed more time was required, particularly if a Deal funded equally by both Governments was to be secured. It was, however, agreed that subject to the Stirling/Clackmannanshire Deal being finalised first (given its slightly earlier submission) the target date for conclusion of Heads of Terms for the Tay Cities Deal would be the end of April/beginning of May 2018.
- 4.2.4 A further meeting was held between the Council Chief Executives and the Scottish Government's Director of Economic Development on 20 March this year where some of the practicalities of the Heads of Terms were discussed, principally around the flexibility afforded by prioritising investment and grouping some projects into programmes, for example around regional skills development. The discussion also extended to progress on creating a regional partnership to deliver better enterprise and skills outcomes.
- 4.2.5 No further formal meetings have taken place and dialogue continues between civil servants and the Tay Cities Deal Programme Management Office. Additional information requests made by both Governments have been responded to and the conclusion of the Deal now rests with Scottish and UK Government Ministers. In this regard the Council Leaders have emphasised to both Cabinet Secretary Keith Brown and Secretary of State for Scotland David Mundell the need to reach agreement as swiftly as possible.

### **4.3 Conclusion of Heads of Terms**

- 4.3.1 The current indication is that the Stirling/Clackmannanshire Heads of Terms will be concluded towards the end of May and that the Tay Cities will follow as quickly as practicable afterwards being signed towards the end of June.

### **4.4 Beyond Heads of Term**

- 4.4.1 After the Heads of Terms have been agreed there will be a requirement to produce a Delivery Plan setting out clear delivery timescales and making match funding commitments. In parallel, project owners will be invited to work on more detailed business cases referred to as Outline Business Cases (OBCs). The Joint Committee will have the opportunity to consider these OBCs and agree whether or not to approve them for submission to the relevant Government for sign-off. It is only at that time that funding will be committed by Government.
- 4.4.2 The Programme Management Office will support this process, ensuring that robust business cases are produced and project monitoring processes are in place. A new Programme Manager will be recruited over the next few months to lead this process.



## **5.0 POLICY IMPLICATIONS**

- 5.1.1 This report has been screened for any policy implications in respect of Sustainable Development, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

## **6.0 CONSULTATIONS**

- 6.1.1 The Chief Executives and lead Directors of each Council have been consulted during the preparation of this report.

## **7.0 BACKGROUND PAPERS**

- 7.1.1 The Regional Economic Strategy and Tay Cities Deal submission can be viewed and downloaded at [www.taycities.co.uk](http://www.taycities.co.uk)

DAVID LITTLEJOHN





**REPORT TO:** TAY CITIES REGION JOINT COMMITTEE - 18TH MAY, 2018

**REPORT ON:** TAY CITIES DEAL GOVERNANCE

**REPORT BY:** ROGER MENNIE, CLERK TO THE TAY CITIES REGION JOINT COMMITTEE

**REPORT NO:** TCRJC1-2018

## **1.0 PURPOSE OF REPORT**

This Report updates Committee Members on progress with regard to the governance of the Tay Cities Deal.

## **2.0 RECOMMENDATIONS**

The Committee are recommended to note that:-

- (i) The Standards Commission for Scotland have granted a Dispensation Request for the Tay Cities Deal (Appendix 1 attached); and
- (ii) The Clerk is preparing Standing Orders for approval by the Joint Committee and a Joint Committee Agreement for approval by the organisations represented on the Joint Committee.

## **3.0 FINANCIAL IMPLICATIONS**

There are no financial implications arising directly out of this Report.

## **4.0 MAIN TEXT**

### **4.1 Dispensation Request**

The Clerk wrote to the Standards Commission for Scotland explaining that if Elected Members were not granted a Dispensation then, because of the provisions of the Councillors Code of Conduct:-

- i. Senior Councillors with knowledge, interest and experience in matters relating to the Tay Cities Deal might be restricted from taking part in debates and votes at Council meetings due to their having discussed such matters previously at the Joint Committee. Valuable information and participation might therefore be curtailed.
- ii. The four Councils might have to reconsider their membership of the Joint Committee and withdraw their Senior Councillors.

and that both of these consequences could significantly hinder the functioning of the Joint Committee and the implementation of the Tay Cities Deal and opportunities for partnership working could be lost.

The Standards Commission considered the Dispensation Request and decided to grant a specific dispensation under the Councillors' Code of Conduct to the elected members, and any substitute elected members, who have been appointed by Angus Council, Dundee City Council, Fife Council or Perth and Kinross Council to be members or substitute members of the Tay Cities Region Joint Committee. This is so the appointed elected members and substitute elected members, as voting members of the Joint Committee, do not have to remove themselves from the debate and any voting when any discussions on the City Deal, its projects and funding, and/or recommendations from the Joint Committee come before them at relevant Council meetings. The elected members and substitute elected members can participate in discussions and voting on such matters.

It should be noted however that elected members and substitute elected members would still be required to declare interests, in terms of Section 5 of the Code of Conduct, and that this dispensation does not apply to matters which are of a quasi-judicial or regulatory nature.

#### **4.2 Standing Orders**

As with other bodies of a similar nature, it will be beneficial in the interests of good governance for the Joint Committee to adopt Standing Orders to govern their meetings and the Clerk is preparing Standing Orders for the Joint Committee's approval.

#### **4.3 Joint Committee Agreement**

Similarly, it will be beneficial in the interests of good governance for the organisations represented on the Joint Committee to agree a Joint Committee Agreement which will regulate such matters as the membership and functions of the Joint Committee, support services, the work of the Joint Committee, budgets and funding, audit and scrutiny. Again, the Clerk is preparing a Joint Committee Agreement for the various organisations' approval.

#### **5.0 POLICY IMPLICATIONS**

This Report has been screened for any policy implications in respect of Sustainable Development, Strategic Environmental Assessment, Anti-Poverty, Equality Impact Assessment and Risk Management. There are no major issues.

#### **6.0 CONSULTATIONS**

The Chief Executives and lead Directors of each Council have been consulted during the preparation of this Report.

#### **7.0 BACKGROUND PAPERS**

None.

ROGER MENNIE,  
Clerk to the Tay Cities Region Joint Committee

DATE:

## APPENDIX 1



Mr Roger Mennie  
Clerk to Tay Cities Region Joint Committee

By email only

Your ref: RM/SD

27 March 2018

Dear Mr Mennie

**Dispensation Request for Tay Cities Deal**

I am writing further to our telephone conversation today.

I am pleased to confirm that following consideration of your dispensation request and acceptance that it met the criteria for such dispensations, the Standards Commission has decided to grant a specific dispensation under the Councillors' Code of Conduct to the elected members, and any substitute elected members, who have been appointed by Angus Council, Dundee City Council, Fife Council or Perth and Kinross Council to be members or substitute members of the Tay Cities Region Joint Committee. This is so the appointed elected members and substitute elected members, as voting members of the Joint Committee, do not have to remove themselves from the debate and any voting when any discussions on the City Deal, its projects and funding, and/or recommendations from the Joint Committee come before them at relevant Council meetings. The elected members and substitute elected members can participate in discussions and voting on such matters.

Please note that elected members and substitute elected members would still be required to declare interests, in terms of Section 5 of the Code of Conduct. Please also note that this dispensation does not apply to matters of a quasi-judicial or regulatory nature.

I would be grateful if, as Clerk to the Joint Committee, you could arrange for the elected Members and substitute elected members in the four authorities who had been nominated or appointed as members or alternative members of the Joint Committee, to be advised of this dispensation.

I would also be grateful if you could circulate a copy of this dispensation to your counterparts at Angus Council, Fife Council and Perth and Kinross Council and to your colleagues in the Democratic and Legal Services Team at Dundee City Council to ensure they are aware of it.

Please do not hesitate to contact me if you have any queries or wish to discuss the matter further. I look forward to receipt of your confirmation that the elected members concerned have been advised of the dispensation.

Yours sincerely

Handwritten signature of Lorna Johnston, consisting of the name 'Lorna' followed by a stylized signature 'JVA'.

**LORNA JOHNSTON**  
**Executive Director**

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