

MINUTE

Joint Committee 29 September 2020 Agenda Item: 4.1

MINUTES of MEETING of the STIRLING AND CLACKMANNANSHIRE CITY REGION DEAL JOINT COMMITTEE held via MS Teams on 9 June 2020 at 2.30 pm

Present

Councillor Ellen Forson (In the Chair)
Councillor Martha Benny
Councillor Neil Benny
Councillor Kenneth Earle
Councillor Scott Farmer
Councillor Danny Gibson
Ms Eileen Schofield

In Attendance

Nikki Bridle, Chief Executive, Clackmannanshire Council
Lindsay Thomson, Senior Manager, Legal and Governance, Clackmannanshire Council
Pete Leonard, Strategic Director (Place), Clackmannanshire Council
Emma Fyvie, Senior Manager, Development, Clackmannanshire Council
Dave Hunt, Programme Management Officer, Clackmannanshire Council
Catriona Cassidy, Programme Management Officer
Carol Beattie, Chief Executive, Stirling Council
Martin Dalziel, Team Leader, External Communications, Stirling Council
Bruce McLure, City Region Deal Programme Manager, Stirling Council
Fiona Colligan, Head of Regional Programme Management Office, University of Stirling
John Craig, City Region Deal Office, University of Stirling
John Rodgers, Executive Director, Research and Innovation, University of Stirling
Emma McGregor, Programme Management Office, University of Stirling
Sara McDermid, City Region Deal Programme Manager, University of Stirling

CRD52 APOLOGIES AND SUBSTITUTIONS

Apologies for absence were submitted on behalf of Mike Mulraney, Private Sector Representative; Stuart Crickmar, Director, Partnership & Performance, Clackmannanshire Council; Debbie Carter, City Region Deal Programme Manager; Lindsay Sim, Chief Finance Officer, Clackmannanshire Council; Julia McAfee, Chief Governance Officer, Stirling Council; and Brian Roberts, Senior Manager, Infrastructure, Stirling Council.

CRD53 DECLARATIONS OF INTEREST

There were no declarations of interest.

CRD54 MINUTES

The minutes of the meeting of the Stirling and Clackmannanshire City Region Deal Joint Committee held on 12 May 2020 were submitted for approval.

Decision

The minutes of the meeting of the Stirling and Clackmannanshire City Region Deal Joint Committee held on 12 May 2020 were agreed as a correct record.

CRD54 FORWARD PLANNING**(a) JOINT COMMITTEE WORK PROGRAMME**

A list of items which had been added to the Joint Committee Work Programme was submitted for information.

Decision

The Joint Committee agreed to note that the undernoted items had been added to the Joint Committee Work Programme:-

Meeting Date	Item
Date TBC	Business continuity: implementation and financial plan
29 September 2020	items for consideration by Joint Committee to be agreed

(b) JOINT COMMITTEE ROLLING ACTIONS LOG

A list of items which had been added to the Joint Committee Rolling Action Log was submitted for information. The log had been made up of actions outstanding from previous minutes and members had the opportunity to question progress on the actions.

Decisions

The Joint Committee agreed to note the content of the Rolling Action Log.

CRD55 TERMS OF REFERENCE – STIRLING AND CLACKMANNANSHIRE REGIONAL ECONOMIC ADVISORY BOARD (SCREAB) AND REGIONAL ENTERPRISE FORUM (REF)

The report by Lindsay Thomson, Clackmannanshire Council, presented the terms of reference for SCREAB and REF for consideration and approval.

The SCREAB and REF are essential parts of the CRD Governance framework. To allow for differentiation from the Joint Committee (JC), it was proposed that the new Joint Commission was named the Regional Enterprise Forum (REF). These groups provide advisory fora to the Chief Officers Group, and therefore ultimately the Joint Committee, allowing for additional regional economic development and business perspectives on the CRD.

Decisions

Having considered the proposed options for membership for the SCREAB and REF set out in the consideration section of the report and having had the opportunity to comment on the REF membership which would best support the S&C CRD, the Joint Committee agreed:-

1. To approve the draft terms of reference for SCREAB;
2. To approve the draft terms of reference for REF, with the exception of the membership section and to delegate authority for finalising the membership of the REF to the Chair and co-vice Chairs of the Joint Committee; and
3. To note that the partners will seek final internal governance approval given the changes to the terms of references previously approved by Councils.

Action

Lindsay Thomson, Clackmannanshire Council

Julia McAfee, Stirling Council

CRD56 BENEFITS REALISATION PLAN - STIRLING & CLACKMANNANSHIRE CITY REGION DEAL

The report by Emma McGregor, Regional Programme Management Office, provided an overview to Joint Committee on the Benefits Realisation Plan work-stream for the City Region Deal outlining the three phases of work that require to be developed over the coming months. It covered the purpose of the Benefits Realisation Plan and the Monitoring and Evaluation Framework in addition to outlining the critical aspects of this work-stream due for review by the Joint Committee at key stages.

Decisions

The Joint Committee agreed:

1. To note that the Benefits Realisation Plan and supporting Monitoring and Evaluation Framework are conditions of the Grant Offer Letter;
2. To note deadlines associated with each phase of work within the Benefits Realisation Plan and risks associated with a delay to the timelines indicated; and
3. To note the offer of an 'Advancing Equalities and Fairness within City Region Deals' Joint Committee briefing by Scottish Government and confirm to the RPMO if they wish this to be organised for members.

The Chair declared the Meeting closed at 3.45 pm.