

At a MEETING of the **TAY CITIES REGION JOINT COMMITTEE** held at Perth on Friday, 21st June, 2019.

Present:-

Angus Council

Councillor David FAIRWEATHER
Councillor Angus MacMillan DOUGLAS
Councillor Bill DUFF

Dundee City Council

Councillor Willie SAWERS (substitute for Councillor John ALEXANDER)
Councillor Lynne SHORT
Councillor Richard McCREADY

Fife Council

Councillor Karen MARJORAM

Perth & Kinross Council

Councillor Angus FORBES (substitute for Councillor Murray LYLE)
Councillor Colin STEWART

Non-Elected Members

Alison CARRINGTON, Skills Development Scotland (substitute for Gordon McGUINNESS)
Professor Andrew ATHERTON, Principal, University of Dundee Regional HE/FE Forum
Alison HENDERSON, Tay Cities Business Forum

Also Present

Mo SAUNDERS, Tay Cities Deal
Karen REID, Perth & Kinross Council
Greg COLGAN, Dundee City Council
Robin PRESSWOOD, Dundee City Council
Margo WILLIAMSON, Angus Council
Vivian SMITH, Angus Council
David LITTLEJOHN, Perth & Kinross Council
Alan GRAHAM, Perth & Kinross Council
Julie FARR, Third Sector
Roger MENNIE, Dundee City Council
Steve BELL, Dundee City Council

Councillor Karen MARJORAM, in the Chair.

I APOLOGIES

Apologies had been intimated from Councillors John Alexander, Dave Doogan, David Ross, Tim Brett, Murray Lyle, Mr Jim Reid, Mr Gordon McGuinness, Mr Ellis Watson, Mr David Martin, Mr Steve Grimmond and Ms Caroline Strain.

II DECLARATION OF INTEREST

No declarations of interest were made.

III MEMBERSHIP

The Joint Committee noted that in form of Clause Six of the 2017 Minute of Agreement, the Tay Cities Business Forum had appointed Ms Alison Henderson, Chair of Dundee & Angus Chamber of Commerce, as their representative on the Joint Committee.

IV MINUTE OF MEETING OF 22ND MARCH, 2019

The minute of meeting of 22nd March, 2019 was submitted and approved.

V MATTERS ARISING

There were no matters arising.

VI TAY CITIES DEAL GOVERNANCE ARRANGEMENTS

There was submitted Report No TCRJC5-2019 by the Clerk to the Joint Committee concluding the Tay Cities Deal Governance Arrangements.

The Joint Committee agreed the proposed Scheme of Delegation of Powers to the Tay Cities Deal Management Group as detailed in Appendix 1 to the report.

VII REGIONAL TOURISM STRATEGY

There was submitted Report No TCRJC7-2019 by the Team Leader, Place Development, providing the Joint Committee Members with an update on the development of the Regional Tourism Strategy and seeking approval of the Strategy and its proposed governance structure.

The Joint Committee agreed to:-

- (i) note the content of the report;
- (ii) consider and approve the Tay Cities Region Tourism Strategy 2019-2024; and
- (iii) consider and approve the recommendation of the establishment of a Regional Tourism Thematic Board for governance purposes; and
- (iv) Update the website to show the version without formatting errors.

VIII TAY CITIES DEAL UNAUDITED ACCOUNTS

There was submitted Report No TCRJC9-2019 by Section 95 Officer providing additional commentary on the Unaudited Annual Accounts for the year ended 31st March, 2019 which were detailed in Appendix 1 to the report.

The Joint Committee agreed to:-

- (i) note the content of the covering report;
- (ii) note the Unaudited Annual Accounts; and
- (iii) note that the Treasurer would submit the Annual Accounts to the Appointed Auditor.

IX PROGRAMME MANAGEMENT OFFICE UPDATE REPORT AND UPDATE REPORT OUTLINE BUSINESS CASES (OBC'S)

There was submitted Report No TCRJC10 by the Programme Manager providing an update on the following matters:-

- Outline Business Case (OBC) progress
- Business Case Journey & Next Steps (Appendix1)
- 19/20 Revenue
- Communications
- Programme Management Office Resources
- Best Practice Sharing.

The Joint Committee noted the information contained within the report.

X TAY CITIES DEAL GOVERNANCE ARRANGEMENTS

There was submitted Report No TCRJC8-2019 by the Programme Manager and Project Manager seeking approval for the governance that would enable the partnership to effectively deliver the next stage of key activities to achieve a full deal. This followed and reflected the Governance Options paper approved by the Management Group in April, 2019.

The Joint Committee approved the Governance Structure, as approved by the Management Group in April, 2019.

XI PARTNERS COMMUNICATION PROTOCOL

There was submitted Report No TCRJC11-2019 by the Service Manager, Communications, Dundee City Council, outlining the details of the Tay Cities Region Partners Communication Protocol as detailed in Appendix 1 to the report, and seeking its approval.

The Joint Committee approved the Partners Communication Protocol as detailed.

XII A O C B

(i) THIRD SECTOR REPRESENTATIVE

It was reported that this would be the final meeting for Julie Farr, Third Sector Representative and Jim Reid, Scottish Enterprise Representative. The Chair thanked Julie and Jim for their contribution to the Joint Committee on behalf of members.

XIII DATE OF NEXT MEETING

Friday, 20th September, 2019 at 10.00 am in Fife House, Glenrothes.

Karen MARJORAM, Chair.