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PERTH AND KINROSS COUNCIL

PERTH CITY DEVELOPMENT BOARD

Minute of meeting of the Perth City Development Board, held in the Gannochy Suite, Dewar's Centre, Glover Street, Perth on Tuesday 31 May 2016 at 4.30pm.

Present:

J Bullough, SCAA (Chairman)
Councillor I Miller
Councillor D Doogan
Councillor A MacLellan (up to and including Item 6)
Councillor J Kellas
Ms B Malone, Perth & Kinross Council
Mr J Valentine, Perth & Kinross Council
Mr K Greenhorn, SSE
Mr D Ross, Kilmac Construction
M McDiarmid, Perthshire Chamber of Commerce
V Unite, Perthshire Chamber of Commerce
Dr E Mitchell, Scottish Enterprise
Ms M Munckton, Perth College UHI
Professor C Lang, University of the Highlands and Islands (substituting for Professor C Mulholland)
Mr C Kinnoull, Hiscox

In Attendance:

Mr J Fyffe, Perth & Kinross Council
J McCrone, Perth & Kinross Council
Y Oliver, Perth & Kinross Council

Apologies:

Mr D Littlejohn, Perth & Kinross Council
Mr S Brown, St Johnstone Football Club
Dr J Kynaston, The Gannochy Trust
Mr S Edwards, The Parklands Hotel
Mr A Jarvis, Stagecoach East Scotland
Ms L Mclay, NHS Tayside
Mr G Burnett, USSIM
Mr I Ferguson, Aviva
Professor C Mulholland, University of the Highlands and Islands
Ms S Butler, Scone Palace
Mr F Clark, Inveralmond Brewery
Mr I Ferguson, Aviva

J Bullough, Chairman, Presiding.

1. WELCOME AND INTRODUCTIONS

J Bullough, Chairman welcomed everyone to the meeting and apologies were noted as above.

It was also noted that resignations had been tendered from Councillor Alexander Stewart, Mr George Stubbs and Professor P Harris.

2. MINUTE OF MEETING OF 23 FEBRUARY 2016

The Minute of meeting of 23 February 2016 was submitted and approved as a correct record, subject to the attendance of "Mr C Laing" being amended to "Professor C Lang".

3. MATTERS ARISING

(i) Developing the Cultural Offer in Perth (Item 4 refers)

Following a query regarding the current status of the "Wave and Weeping Windows" display, scheduled to be exhibited at the Black Watch Museum from June 30 to September 25 2016, members were advised that the transport planning was all in place. As the display was expected to attract a large amount of visitors, specific signing was being put in place regarding overflow parking.

It was also noted that, whilst the private sector can, and will be, advertising the display, Perth and Kinross Council is not allowed to actively promote it, due to restrictions imposed by the organisers and artists involved. Perth and Kinross Council is, however, preparing graphics which will be distributed to all local businesses, shops, etc for the purpose of promotion.

4. TERMS OF REFERENCE: REMIT, MANAGEMENT, MEMBERSHIP AND GOVERNANCE

There was submitted a report by J Bullough, Chairman, Perth City Development Board (G/16/121) seeking the Board's approval to (1) revise the Terms of Reference to clarify management arrangements in respect of remit and membership, taking account of changes since its inception, to support the delivery of the Perth City Plan; (2) agree criteria for membership of the Board; and (3) re-elect members on the basis of these revised criteria.

It was noted that the Terms of Reference in respect of governance or membership have not been reviewed since the Board's inception mainly as a consequence of the Board's focus on reviewing the structure and content of the Perth City Plan and the need for that work to be concluded prior to any consideration of any changes in role, remit or representation.

Recent consultation on revisions to the Perth City Plan resulted in it becoming clear that there was a lack of understanding of the membership, role and remit of the Board as this was raised by both businesses and members of the public.

Discussion took place as follows:

Membership

The Chairman pointed out that, with regard to the membership of the Board, set out in Appendix 1 to Report G/16/121, the following omissions had occurred:

- 1 Councillor from Perth City Wards 10, 11, 12
- Principal of the University of the Highlands and Islands (in addition to the Principal of Perth College UHI)

The Chairman suggested there should be a representative from the third sector. C Kinnoull, Hiscox, suggested that this be amended to read “a representative of other sectors” which would then encompass charities.

Councillor D Doogan, Perth and Kinross Council, asked if it was realistic to have a representative from NHS Tayside on the Perth City Development Board? It may be that, whilst the NHS would not have a particular representative on the Board, they may, from time to time, invite someone along regarding a particular issue. B Malone, Chief Executive, Perth and Kinross Council, undertook to discuss this with the Chief Executive of NHS Tayside and report back to a future meeting of the Perth City Development Board. **(Action: B Malone)**

It was agreed to invite either the Chief Executive or the Chairman of Live Active Leisure to join the Perth City Development Board. **(Action: J Bullough)**

M McDiarmid, President, Perthshire Chamber of Commerce advised that, as well as himself and Vicki Unite, Chief Executive, the Chamber of Commerce had other personnel who could represent the Chamber at meetings of the Board.

Members agreed the following:

Paragraph 4.3 – the word “Tayside” be deleted.

Paragraph 4.6 – Members of the Board will be elected for a 1 year period with an option to be re-elected.

Paragraph 4.9 – The Board will elect a Chair and Vice-Chair by way of a majority decision from the membership following elections of members in November (not September as stated in Report G/16/121).

Paragraph 4.10 – The Theme Lead “The Perth Experience” will be amended to read “The Perth City Centre” and nominations to the Board will be sought from the soon-to-be formed City Trading Group.

Paragraph 4.13 – Members were asked to note that this suggests that, should any Board member fail to attend 3 consecutive meetings without making arrangement for their substitute to attend in their place, the Chair will contact the member to discuss whether the member should stand down.

Meetings & Administration

Paragraph 5.1 – There will be 4 Board meetings per year, held quarterly in February, May, August and November. Additional meetings of the Board and of Working Groups may be called or alternative dates arranged, as required. There would also be an additional open meeting, prior to the quarterly meeting in November, for the election of officers.

Paragraph 5.4 – Items to be placed on the agenda of a Board meeting should be submitted to the Committee Services Officer at least 10 days in advance of the meeting (as opposed to 3 weeks).

Paragraph 5.12 – A “Registers of Interest” form is to be drawn up and completed by each Board Member – completed forms will be held by Committee Services Officer (**Action: Committee Services Officer**)

Alterations to Terms of Reference

Paragraph 8.1 – This paragraph will be amended to state that any member of the Board, at any time, may request consideration of an amendment to the Terms of Reference (i.e. not restricted to an annual review).

Appendix 2 to Report G/16/121

Appendix 2 to Report G/16/121 was an Application for a Seat on Perth City Development Board. The form would be amended to read that “Elections take place every year in November (as opposed to September)” and completed forms should be returned no later than “the first week of October”.

Members also agreed to the form being amended to include a request for the member/applicant to state which of the 5 Key Themes they were particularly interested in.

J Bullough then discussed the Chairmanship of the Board, and the confusion which had arisen following the unfortunate closure of McEwen's. It had never been his intention to resign from the Board and, even if members felt he should not retain the Chairmanship, he wished to remain a member of the Perth City Development Board. He stressed his passion for Perth and his involvement in the Perth City Plan. He advised he would leave the meeting room and allow members to discuss the situation.

J BULLOUGH LEFT THE MEETING ROOM AT THIS POINT.

Councillor I Miller took the Chair and suggested that J Bullough be retained as Chairman of Perth City Development Board. He was seconded by Charles Kinnoull. There being no amendment, J Bullough was unanimously retained as Chairman of Perth City Development Board.

J BULLOUGH RETURNED TO THE MEETING ROOM AT THIS POINT.

5. TAY CITIES DEAL

J Valentine, Depute Chief Executive, Environment (Sustainability, Strategic and Entrepreneurial Development), Perth and Kinross Council gave a presentation to members on the "Tay Cities Deal".

He explained that the bid to secure a City Deal is led by a strategic partnership of the Leaders and Chief Executives of the four local authorities that deliver services across the Tay Cities region (Angus, Dundee City, Fife and Perth and Kinross) who will work together with their Community Planning Partners to achieve the Deal. The 4 'I's' in the national economic strategy – Investment, Innovation, Inclusive Growth and Internationalisation – form the basis of the bid and the region's aim is to both close the gaps in the GVA and forecast employment between the Tay Cities region and the rest of Scotland. There is no specific timeframe for consideration of bids rather it is a negotiation involving both Scottish and UK Governments. Experience to date indicates that this negotiation on content, funding and outcomes can take some time. A series of meetings have been held with the Scottish Government, following stakeholder workshops, with the next steps being a report to Perth and Kinross Council on 22 June 2016.

B Malone advised that there was no template or blueprint for the bid but the feedback from the Scottish Government so far had been encouraging. The proposed partnership approach and the collaboration of economic development and other functions across local authority boundaries had been welcomed. There is continuing work going on behind the scenes and the 4 Chief Executives were meeting on 1 June 2016 to discuss roles, engagement and investment

frameworks. B Malone advised it was not just about infrastructure but about jobs, skills, etc which would contribute to enhanced economic outcomes if funding was awarded. Councillor Miller informed members it was hoped the publication of the bid would be a significant milestone and the timescale for this could be late Autumn.

Councillor Miller also said there was a crossover between what is included in the bid and what is already included in the Perth City Plan. Reports relating to different elements of the Perth City Plan were being submitted to the Enterprise & Infrastructure Committee, the Strategic Policy & Resources Committee and the full Council meetings, over the next 3 weeks. B Malone suggested that an update be issued to Perth City Development Board members, advising them of the various decisions made. **(Action: J Valentine)**

The Chairman thanked Mr Valentine for his very informative and interesting presentation.

6. PERTH CITY PLAN DELIVERY – PROGRESS

There was submitted a report by J Bullough, Chairman, Perth City Development Board (G/16/122) providing an update on the delivery of the Perth City Plan in respect of the key Themes and associated Big Moves. The Board had previously agreed that, following approval of the Plan, its delivery would be progressed via subsidiary project groups for the development of infrastructure to support smart growth and required actions for each of the Big Moves, as identified in the Plan.

J Bullough advised most activities and projects are progressing and the performance framework indicated that resources were required in some areas to assist delivery and achieve projected outputs and outcomes. He hoped that, by the end of June, there would be a significant announcement concerning the cultural attractions. With regard to the Economic Prosperity and Enterprise Theme, he had hoped that the Chamber of Commerce would take that forward.

Updates on the Key Themes and associated Big Moves were given as follows:

- Infrastructure for Smart Growth

J Valentine advised members that the design and build contract for the River Tay pontoons had been issued for potential construction of pontoons in September.

With regard to Digital Infrastructure, request for funding to the Scottish Government had been successful and that would now be taken forward.

- Economic Prosperity and Enterprise

Invest in Perth was continuing to be developed as a portal and resource to provide information on economic performance and economic development support and opportunities. An initial meeting had been held to discuss business input and engagement and determine how agencies supporting business growth and innovation could collaborate more effectively.

The development of a business innovation hub and a creative industries facility were being progressed and consideration being given to similar facilities and support in respect of other key sectors. It was hoped that the Perthshire Chamber of Commerce would take this forward in collaboration with the Council to secure greater business involvement.

- City of Knowledge and Learning – Margaret Munckton (Theme Lead)

M Munckton, Principal, Perth College UHI, advised that business development and skills training agencies and the College/UHI had been working on development of skills support and the teaching curriculum to support future business needs. She also requested that “Research Programmes” be reported under this theme to reflect current and future research opportunities. A lot of work was also being carried out in connection with the “Scotland’s Young Workforce” initiative.

J Fyffe, Senior Depute Executive (Equality, Community Planning and Public Service Reform), Perth and Kinross Council advised members that a great deal of work had been carried out involving the Council, the Perthshire Chamber of Commerce and Perth College UHI culminating in the setting up of the Developing Perth & Kinross’s Young Workforce Board (P&KDYW Board). This Group had been set up following the recommendations contained in the Wood Commission Report and was one of 7 currently operating in Scotland. A recent bid had been made to the National Group for funding of up to £500,000. It was agreed that a presentation be given to a future meeting of the Perth City Development Board **(Action: J Fyffe)**.

Meetings had also been held between Perth and Kinross Council and UHI regarding educational collaboration and support for key sectors.

- City Centre – John Bullough (Theme Lead)

J Bullough advised members that, owing to his own unfortunate circumstances, he had first-hand knowledge that some of the city centre shops are experiencing difficulties due to current economic conditions and had requested shorter term support before benefits of longer term investment was achieved. He felt that the Perth City Development Board should consider this and what short term support could be provided. Two issues that had been raised were access, location and availability of car parking relative to the city centre and the disparity of rates and impact on business overheads should be looked at. He also said the current lack of clarity on the future of the City Hall and St Paul's Church was not helping.

J Valentine advised members that a report recommending various parking was being presented to the Enterprise & Infrastructure Committee on 1 June 2016.

A report will be presented to the next meeting of the Strategic Policy & Resources Committee on 15 June 2016, with proposals to consider rates relief in the Council area.

With regards to the City Hall, a report was also being presented to the full Council on 22 June 2016 and remedial action was being taken in connection with St Paul's Church.

- The Visitor Economy – Charles Kinnoull (Theme Lead)

Members were advised that a report was being presented to Council on 22 June 2016 which, if successful, would determine potential action in respect of investment to support Big Move 7: Cultural Attractions.

J Valentine advised members that, following the Council meeting on 22 June 2016, a resumé of the decisions taken would be forwarded to all Board members. **(Action: J Valentine)**

Resolved:

Progress in respect of the delivery of the Perth City Plan, be noted.

COUNCILLOR A MACLELLAN LEFT THE MEETING AT THIS POINT.

7. COMMUNICATIONS

V Unite referred to the recent adverse Press coverage of what was going on in the City Centre and said she felt there was a big communication job to do. B Malone referred to social media and said that, although there had been some bad publicity, not everybody was of the same mind. She said that, although the City Plan was a 20-year plan, a lot of things had already been achieved and at a very early

stage, e.g. there had been significant investment in the schools estate and this all supported investment and development .

J Bullough agreed with the comments regarding communication and said he felt that the Perth City Development Board and Perth and Kinross Council need to work together to ensure the “good news” stories get told.

8. ANY OTHER COMPETENT BUSINESS

Councillor Kellas tabled a paper entitled “Performance Indicators – 24 May 2016” which indicated current economic performance within the Council area,.

J Bullough suggested that the Ambassadors be used a lot more to cascade the information and promote development within the area.

It was agreed that they would also be sent the resumé following the Council meeting on 22 June 2016. **(J Valentine)**

9. DATE OF NEXT MEETING

The next meeting of the Perth City Development Board was scheduled to take place on Tuesday 6 September 2016 at 4.30pm. The venue will be advised in due course.

