

# ISLANDS GROWTH DEAL JOINT COMMITTEE

Minute of Meeting held through Microsoft Teams on Friday, 1 December 2022 at 9.30am.

**PRESENT**

Cllr Emma Macdonald, Shetland Islands Council (Chair)  
Cllr Paul Steele, Comhairle nan Eilean Siar (Vice-Chair)  
Cllr James Stockan, Orkney Islands Council  
Cllr Dennis Leask, Shetland Islands Council  
Cllr David Dawson, Orkney Islands Council

**APOLOGIES**

Cllr Donald Crichton, Comhairle nan Eilean Siar

**OFFICERS IN ATTENDANCE**

Ms Anne Murray, Islands Deal Programme Director  
Mr Gareth Waterson, Orkney Islands Council  
Ms Inga Burton, Orkney Islands Council  
Mr Jan Riise, Shetland Islands Council  
Mr John Mundell, Orkney Islands Council  
Ms Kirsty Laing, Comhairle nan Eilean Siar  
Mr Erik Knight, Orkney Islands Council  
Ms Maggie Sandison, Shetland Islands Council  
Mr Calum Iain MacIver, Comhairle nan Eilean Siar  
Mr Derek Mackay, Comhairle nan Eilean Siar

## MINUTES

Minute of Meeting of 26 August 2022      1      The Minute of the Meeting of 26 August 2022 was approved.

Full Deal Agreement      2      Ms Anne Murray, Islands Deal Programme Director, submitted a Report which sought approval to enter into the Islands Growth Deal Full Deal agreement with Scottish and UK Governments, subject to the requisite delegation being secured from each Constituent Authority within the Islands Growth Deal at Full Council meetings in December 2022. The Report noted that the Full Deal agreement is a key milestone in the Growth Deal process.

The Report further noted that the Comhairle nan Eilean Siar is the Accountable Body for the Islands Growth Deal, which carries specific responsibilities. The Comhairle's role as Accountable Body for the Islands Growth Deal requires the Council's Chief Executive to sign the Tripartite Financial Agreement on behalf of Comhairle nan Eilean Siar as the Accountable Body for the Islands Growth Deal, and on behalf of Comhairle nan Eilean Siar, Orkney Islands Council and Shetland Islands Council, as the three Constituent Authorities within the Islands Growth Deal.

Ms Murray noted that each of the Constituent Authorities will be seeking delegation to the Islands Growth Deal Joint Committee, and its Chief Executive as each Council's representative on the Islands Growth Deal Programme Board, to agree the terms of, and to enter into, the Full Deal agreement with UK and Scottish Governments at Full Council meetings in December 2022.

In discussion, it was noted that there would be an opportunity for Chief Executives and Leaders to meet to consider options prior to the next meeting of the Joint Committee, should the requisite delegation fail to be secured from a Constituent Authority within the Islands Growth Deal at Full Council meetings in December 2022. Options would be explored further at the Joint Committee on 14 December 2022 if required. It was noted that delegated authority will allow for greater levels of flexibility within Deal projects.

Mr James Stockan, on behalf of the Islands Deal Joint Committee, commended the work of officers involved in the Islands Deal Projects, and Islands Deal Team in bringing the Deal to Full Deal agreement stage. It was noted that significant work had been carried by a high calibre of officer engagement and input.

**It was agreed:**

- (1) to approve the terms of, and enter into the Islands Growth Deal Full Deal agreement with UK and Scottish Governments in January 2023, subject to the requisite delegation being secured from each Constituent Authority within the Islands Growth Deal at Full Council meetings in December 2022;**
- (2) to delegate authority to each Council's Chief Executive, as each Council's representative on the Islands Growth Deal Programme Board, to conclude the Full Deal agreement, including any subsequent changes to the Full Deal agreement and its subsidiary documents;**
- (3) that Comhairle nan Eilean Siar's Chief Executive signs the Tripartite Financial Agreement on behalf of Comhairle nan Eilean Siar as the Accountable Body within the Islands Growth Deal, and on behalf of Comhairle nan Eilean Siar, Orkney Islands Council and Shetland Islands Council, as the Constituent Authorities within the Islands Growth Deal, again subject to the requisite delegation being secured from each Constituent Authority within the Islands Growth Deal at Full Council meetings in December 2022;**
- (4) note that agreement on the principles of managing the Growth Deal funding profile to best manage the needs of local projects will also be sought from each Council; and**
- (5) note that each Council will also be asked to delegate authority to the Islands Growth Deal Joint Committee and each Council's representative on the Islands Growth Deal Programme Board in respect of managing change within the Islands Growth Deal.**

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| Final Outline Business Cases | 3 | Ms Anne Murray, Islands Deal Programme Director noted that the Joint Committee had approved ten out of sixteen Outline Business Cases, and that the final six Outline Business Cases would be submitted to the Joint Committee meeting on 14 December 2022 for approval. |
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| Financial Plan | 4 | Ms Anne Murray, Islands Deal Programme Director, submitted a Report which sought approval of the Financial Plan for the Islands Growth Deal, for the purposes of entering into the Full Deal agreement with the UK and Scottish Governments. The Report noted previous discussions in relation to concerns raised with the flat profile for receiving Growth Deal funding, and that it was likely that each local authority would need to look at pinch points and strategies to deal with these. |
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The Report further noted that Scottish Government have required the submission of a Drawdown Profile that is as flat as possible, i.e. in the region of £10m per financial year, outlining how much funding the Islands Deal partners intended to claim from Government in each financial year, by project. This plan can be altered through the lifespan of the deal as it is appreciated that realistically there will be slippage in spend.

Ms Murray noted that each Council's Section 95 Officer authority has been responsible for signing off on each Council's financial profile and will formally sign off the finalised Financial Plan.

**It was agreed to approve the Financial Plan and Financial Plan Appendices for the purposes of entering into the Full Deal agreement with Scottish and UK Government.**

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| Monitoring and Evaluation       | 5 | <p>Ms Anne Murray, Islands Deal Programme Director, submitted a Report which sought approval of the Benefits Realisation Plan for the Islands Growth Deal. The Report noted that it is a requirement for each Growth Deal to have in place a Benefits Realisation Plan (BRP) which sets out the overall vision, aims and targets for the Islands Growth Deal, how the outputs, outcomes and impacts of individual programmes and projects within the Deal are anticipated to contribute towards achievement of this vision, and provides a monitoring and evaluation framework to measure progress towards the strategic objectives of the Deal.</p> <p>The Report further noted that the development of the Islands Growth Deal Benefits Realisation Plan has been an iterative process involving dialogue with the Programme Board, Scottish and UK Government, and Project Leads. Following the development of an initial draft, further work was done by consultants Ekosgen to review the proposed Key Performance Indicators and the anticipated contribution of each project in the Islands Deal towards these. The final version of the Benefits Realisation Plan was included at Appendix 1 to the Report and will form part of the Full Deal documentation.</p> <p><b>It was agreed:</b></p> <ul style="list-style-type: none"> <li><b>(1) to approve the Islands Growth Deal Benefits Realisation Plan at Appendix 1 to the Report for inclusion within the Full Deal agreement;</b></li> <li><b>(2) to note the detail contained within the Islands Growth Deal Benefits Register at Appendix 2 to the Report and agree that this be used as the basis for monitoring and evaluating impact during the lifetime of the Growth Deal;</b></li> <li><b>(3) to agree that the monitoring and evaluation framework for the Islands Growth Deal be reviewed on an annual basis.</b></li> </ul> |
| Proposals for Full Deal Signing | 6 | <p>Ms Anne Murray, Islands Deal Programme Director noted that the signing of the Full Deal would be held in Orkney on 20 January 2023. It is anticipated that an evening reception will be held for attendees on 19 January 2023. The signing of the Deal will be held within the Council Chamber, Orkney Islands Council at 10.00am on 20 January 2023, with representatives from the UK Government and Scottish Government present. The signing will be live streamed on YouTube and there will be an option for participants from the Government to virtually join the signing if required. Following the signing of the Full Deal, Orkney Islands Council will host a site visit to the Orkney World Heritage Site and a reception at the Orkney Research and Innovation Campus.</p> <p>Ms Murray noted that Mr Michael Gove, Secretary of State for Levelling Up, Housing and Communities of the United Kingdom will be attending the Full Deal signing on behalf of the UK Government, and Mr Ivan McKee, Minister for Business, Trade, Tourism and Enterprise would attend on behalf of the Scottish Government.</p> <p>Mr Calum Iain MacIver, Comhairle nan Eilean Siar, noted that Mr Gove had engaged fully in discussions with the Comhairle's Leader on a number of projects during a Ministerial Visit to the Outer Hebrides in June 2021. Ms Murray noted that the Islands Growth Deal Communications Group was due to meet on 5 December 2022 and would consider how best to maximise opportunities through the Islands Growth Deal Full Deal signing.</p> <p><b>It was agreed that members of the Joint Committee would contact Ms Anne Murray, Islands Deal Programme Director in relation to any queries or amendments, including invites to additional guests for the Full Deal signing.</b></p>  |
| Date of Next Meeting            | 7 | <p>The Islands Growth Deal Joint Committee will next meet on Wednesday, 14 December 2022 at 4.00pm. The meeting will be held through Microsoft Teams.</p>  |