

# ISLANDS GROWTH DEAL JOINT COMMITTEE

Minute of Meeting held through Microsoft Teams, Council Offices, Stornoway on Wednesday, 25 January 2023 at 4.00pm.

## PRESENT

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

## OFFICERS IN ATTENDANCE

Ms Anne Murray, Islands Deal Programme Director  
Ms Charlene Macmillan, Comhairle nan Eilean Siar  
Mr Calum Iain MacIver, Comhairle nan Eilean Siar  
Ms Erik Knight, Orkney Islands Council  
Ms Inga Burton, Orkney Islands Council  
Mr Jan Riise, Shetland Islands Council  
Ms Louise Shearer, Shetland Islands Council  
Ms Maggie Sandison, Shetland Islands Council  
Mr Malcolm Burr, Comhairle nan Eilean Siar  
Mr Neil Grant, Shetland Islands Council  
Mr Oliver Reid, Orkney Islands Council  
Mr Tim Langley, Comhairle nan Eilean Siar

## Islands Growth Deal Signing

It was noted that the Islands Growth Deal was signed in Orkney by UK and Scottish government ministers and the Council Leaders for Comhairle nan Eilean Siar, Shetland Islands Council and Orkney Islands Council on 20 January 2023. The Chair noted that this was a significant milestone in terms of the Islands Growth Deal, and commended the work of officers and all involved in achieving this. The Chair thanked Orkney Islands Council for the organisation and hospitality in relation to the signing.

## MINUTES

Minute of Meeting of 14 December 2022 1

The Minute of the Meeting of 14 December 2022 was approved.

Declaration of Interest 2

There were no declarations of interest

Q3 Progress Report 3

Ms Anne Murray, Islands Deal Programme Director, delivered a presentation in relation to the Quarter 3 Progress. The presentation noted a progress update up to 31 December 2022 against the Programme Plan. It was noted that completed actions included: the finalisation for all Outline Business Cases, Full Deal Documents, and the Full Deal Signings.

Ms Murray noted that the Risk Register had been revised, and now included risks in relation to increased construction costs and /or difficulty in securing contractors, the potential that Deal Projects are unable to secure match funding, and inadequate resources or capacity within local authorities and other partners to support Full Business Case development, project development and project delivery.

Review of Programme Plan and Risk Register	4	<p>Ms Anne Murray, Islands Deal Programme Director submitted a Report in relation to the review of the Programme Plan and Risk Register. Ms Murray noted the need to carry out a full update of the Programme Plan, and a more in-depth review of the Programme Risk Register.</p> <p><b>It was agreed that Members of the Joint Committee would review the revised Programme Plan and Risk Register, and that following the incorporation of any additional areas raised, to approves the proposed amendments to the Programme Plan and Risk Register - comments in relation to the Programme Plan and Risk Register would be returned to Ms Anne Murray, Islands Deal Programme Director.</b></p> <p>It was agreed that the public, including the press, be excluded from the Meeting during consideration of item 5 on the grounds that exempt information as defined in Paragraph 1 of Schedule 7A to the Local Government (Scotland) Act 1973 namely information relating to any particular applicant for, or recipient or former recipient of, any financial assistance provided by the authority, and information relating to the financial or business affairs of any particular person (other than the authority).</p>
Full Business Case Submission Schedule and Approval Process	5	<p>With reference to item 3 of the Minute of the Meeting of 14 December 2022, Ms Anne Murray, Islands Deal Programme Director, submitted a Report which provided an update in relation to the submission, review and approval of Islands Growth Deal Full Business Cases. The Report noted that the proposed approach to Full Business Case submission and approval would differ to that of the Outline Business Case (OBC) approval process (where OBCs were approved by the Programme Board and Joint Committee prior to submission to Government) but reflects that there may be a need for a more flexible and iterative approval process of FBCs with SG and UKG benefitting from seeing early versions as the level of detail on the financial and commercial case gets added to. A draft Full Business Case Submission Timetable for 2023/24 and 2024/25 was appended to the Report.</p> <p>It was noted that Project Leads would be invited to attend future meetings of the Islands Growth Deal Joint Committee to deliver presentations in relation to project progress.</p> <p><b>It was agreed to note the detail regarding Full Business Case submission approach, timescales and feedback received to date.</b></p>
Tripartite Financial Agreement	6	<p>With reference to item 2 of the Minute of the Meeting of 2 December 2022, Ms Anne Murray, Islands Deal Programme Director, submitted a Report in relation to the Tripartite Financial Agreement. The Report noted that the financial arrangements for the Islands Growth Deal are formally set out in a Tripartite Financial Agreement – a signed agreement among i) the UK Government, ii) the Scottish Government and iii) 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. Following the signing of the Full Deal Agreement, arrangements will be made for Mr Malcolm Burr to sign the Tripartite Financial Agreement.</p> <p><b>It was agreed to note the final version of the Islands Growth Deal Tripartite Financial Agreement</b></p>
Date of Next Meeting	7	<p>The Islands Growth Deal Joint Committee will next meet at 4.00pm on Wednesday, 22 February 2023. The meeting will be held through Microsoft Teams.</p>