

# ISLANDS GROWTH DEAL JOINT COMMITTEE

Minute of Meeting held through Microsoft Teams on Friday, 12 July 2024 at 9.00am.

**PRESENT**

Mr Paul Steele, Comhairle nan Eilean Siar (Chair)  
Mr Dennis Leask, Shetland Islands Council  
Ms Emma Macdonald, Shetland Islands Council  
Ms Heather Woodbridge, Orkney Islands Council  
Mr Kristopher Leask, Orkney Islands Council

**APOLOGIES**

Mr Donald Crichton, Comhairle nan Eilean Siar

**OFFICERS IN ATTENDANCE**

Ms Anne Murray, Programme Director  
Ms Charlene Macmillan, Comhairle nan Eilean Siar  
Ms Elaine Mackenzie, Comhairle nan Eilean Siar  
Mr Erik Knight, Orkney Islands Council  
Mr Gareth Waterson, Orkney Islands Council  
Ms Inga Burton, Orkney Islands Council  
Ms Kirsty Laing, Comhairle nan Eilean Siar  
Ms Maggie Sandison, Shetland Islands Council  
Mr Neil Grant, Shetland Islands Council

## MINUTES

Minute of Meeting of 31 May 2024 1 The Minute of the Meeting of 31 May 2024 was approved.

Declaration of Interest 2 There were no declarations of interest.

It was agreed that the public, including the press, be excluded from the Meeting during consideration of item 3 on the grounds of the amount of any expenditure proposed to be incurred by the partners under any particular contract for the acquisition of property or the supply of goods or services, and any terms proposed or to be proposed by or to partners in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

Quarterly Performance Report 3 Ms Anne Murray, Islands Deal Programme Director submitted a Report which sought approval of the April-June 24/25 Quarterly Claim and Progress Report for the Islands Deal. The Report noted that the 24/25 Grant Offer Letter for Islands Deal funding was received by Comhairle nan Eilean Siar on 3 June 2024. This enabled Grant Offer Letters to be issued to those projects with approved Full Business Cases ready to claim funding at the end of the first quarter. The Grant of £8,523,994 for 24/25 is payable on receipt of a completed Grant Claim Form and provision of appropriate agreed progress reports and associated monitoring information as set out in a form required by Scottish Government.

Ms Murray delivered a presentation in relation to the Quarterly Claim and Progress Report which detailed claims forecasts (capital and revenue) and status, including a progress report on the risks of each project within the Deal. It was noted that the Project Plan remains broadly on track, with a recognition that subsidy control requirements are having a significant impact on capacity and time.

It was noted that requests for greater detail in relation to Full Business Case submissions could have significant impact on project costs and timescales, as additional consultancy input could be required.

Ms Murray noted that following Annual Conversation, each Council is being asked to consider aligned approach to any significant changes anticipated over next 6-12 months, and that following consideration by the Programme Board, and Report would be submitted to the Islands Growth Deal Joint Committee in August 2024.

**It was agreed to approve the Quarterly Claim and Performance Report.**

The Islands Growth Deal Joint Committee will next meet on Wednesday, 28 August 2024 at 4.00pm. The Meeting will be held through Microsoft Teams.