

AGENDA

AGENDA for the **MEETING** of the **STIRLING AND CLACKMANNANSHIRE CITY REGION DEAL JOINT COMMITTEE** to be held in the **DRUMMOND ROOM, VIEWFORTH, STIRLING** on **TUESDAY 18 DECEMBER 2018** commencing at **12.30 pm**

IAIN STRACHAN
Chief Officer - Governance
Stirling Council

12 December 2018

BUSINESS

1. APOLOGIES

2. SUBSTITUTIONS

3. DECLARATIONS OF INTEREST

Members of the Joint Committee should declare any financial or non-financial interests they have in the items of business for consideration, identifying the relevant agenda item and the nature of their interest.

4. APPOINTMENT OF CHAIR

The Chair of the Joint Committee will be an elected member of Stirling Council for the period until 31 March 2020.

5. APPOINTMENT OF VICE CHAIR

The Vice Chair of the Joint Committee will be an elected member of Clackmannanshire Council for the period until 31 March 2020.

6. STANDING ORDERS AND ESTABLISHMENT OF STIRLING AND CLACKMANNANSHIRE REGIONAL ECONOMIC ADVISORY BOARD

Report by Chief Governance Officer, Stirling Council (Pages 1 - 18)

7. DISPENSATION FOR DECLARATION OF INTEREST AT JOINT COMMITTEE AND STIRLING AND CLACKMANNANSHIRE REGIONAL ECONOMIC ADVISORY BOARD

Report by Chief Governance Officer, Stirling Council (Pages 19 - 22)

**8. STIRLING AND CLACKMANNANSHIRE CITY REGION DEAL – PROGRAMME
MOBILISATION UPDATE**

Report by Senior Manager Infrastructure, Stirling Council (Pages 23 - 42)

(For further information contact Joyce Allen 01786 233095)

Agenda Item No. 6

Stirling and
Clackmannanshire City
Region Deal Joint
Committee

Date of
Meeting: 18 December 2018

Not Exempt

Standing Orders and Establishment of Stirling and Clackmannanshire Regional Economic Advisory Board

Purpose & Summary

This report invites the Joint Committee to adopt the proposed Standing Orders set out in Appendix 1 to the report in accordance with the governance arrangements approved by Stirling Council on 28 June 2018 and Clackmannanshire Council on 23 August 2018.

The Joint Committee is also asked to establish the Stirling and Clackmannanshire Regional Economic Advisory Board (SCREAB).

Recommendations

The Joint Committee is asked:

1. to adopt the Standing Orders for the Stirling and Clackmannanshire City Region Deal Joint Committee set out in Appendix 1 to the report with immediate effect.
2. to delegate authority to the Senior Manager – City Region Deal, Stirling Council to prepare a schedule of meetings, in consultation with members of the Joint Committee.
3. to establish the Stirling and Clackmannanshire Regional Economic Advisory Board (SCREAB) and agree to collaborate and work in partnership with the Board to deliver a shared vision of improving the economy within the Stirling and Clackmannanshire local authority areas.

Resource Implications

None.

Legal & Risk Implications and Mitigation

The Standing Orders will be reviewed at least once each calendar year to ensure that decisions are taken in accordance with the approved decision making structures of Stirling and Clackmannanshire Councils and comply with all relevant legislation.

The Joint Committee will make suitable arrangements, in consultation with Stirling Council, Clackmannanshire Council and the Stirling and Clackmannanshire Regional Economic Advisory Board for the independent review and audit of its activities.

1. Background

- 1.1. Standing Orders are required to regulate how the business of the Joint Committee is carried out in a transparent and accountable manner.
- 1.2. The governance arrangements approved by Stirling and Clackmannanshire Councils included the establishment of the Stirling and Clackmannanshire Regional Economic Advisory Board (SCREAB) to support and advise the Joint Committee.

2. Considerations

- 2.1. The City Region Deal governance arrangements approved by Stirling Council on 28 June 2018 and Clackmannanshire Council on 23 August 2018 make provision for the Joint Committee adopting its own set of Standing Orders and establishing a Stirling and Clackmannanshire Regional Economic Advisory Board (SCREAB).
- 2.2. The proposed Standing Orders set out in Appendix 1 include arrangements for such matters as calling meetings, agenda setting and how voting will be carried out.
- 2.3. The Standing Orders will be the subject of review and reporting any proposed changes to the Joint Committee at least once each calendar year.
- 2.4. Standing Order 25 refers to the Joint Committee having a schedule of meetings. It is proposed that the Senior Manager – City Region Deal, Stirling Council be delegated to prepare a schedule of meetings, in consultation with members of the Joint Committee. The schedule will be circulated to all members of the Joint Committee in due course.
- 2.5. The SCREAB will work in partnership with the Joint Committee to deliver a shared vision of improving the economy within the Stirling and Clackmannanshire local authority areas, in particular aligning regional strategies and plans, including those relating to inclusive growth and inward investment as well as Local Development Plans/Local Transport Strategies.
- 2.6. SCREAB will have the following membership:-
 - 2.6.1. two elected members of Stirling Council;
 - 2.6.2. two elected members of Clackmannanshire Council;
 - 2.6.3. one Stirling University representative;
 - 2.6.4. one Forth Valley College representative;
 - 2.6.5. two private sector representatives, one appointed by each local authority;

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- 2.6.6. one Scottish Enterprise representative; and
 - 2.6.7. one Skills Development Scotland representative.
 - 2.7. The local authorities have already confirmed their elected member representation on SCREAB.
 - 2.8. The City Region Deal partners will arrange for an initial meeting of SCREAB to be held shortly.

3. Implications

Equalities Impact

- 3.1. The contents of this report were assessed under the Council's Equality Impact Assessment process. It was determined that an Equality Impact Assessment was not required as this is a procedural report.

Fairer Scotland Duty

- 3.2. The contents of this report were considered in terms of the Fairer Scotland Duty and were determined not to be of strategic importance.

Sustainability and Environmental

- 3.3. N/A.

Other Policy Implications

- 3.4. None.

Consultations

- 3.5. Consultation has taken place with relevant elected members in both local authorities.

4. Background Papers

- 4.1. EqIA Relevance Check.
- 4.2. City Region Deal Update – Report to Stirling Council on 28 June 2018.

5. Appendices

- 5.1. Appendix 1 – proposed Standing Orders.

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Approved by:

Iain Strachan
Chief Governance Officer

Signature:

Date: 28 November 2018

Details of Convener(s), Vice Convener(s),
Portfolio Holder and Depute Portfolio Holder
consulted on this report:

Leaders of Stirling and Clackmannanshire
Council

Wards affected:

All

Key Priorities:

N/A

Key Priority Considerations:

N/A

Stirling Plan Priority Outcomes:
(Local Outcomes Improvement Plan)

N/A

**STIRLING AND CLACKMANNANSHIRE
CITY REGION DEAL JOINT COMMITTEE**

STANDING ORDERS

Effective from and including.....

STANDING ORDERS

APPLICATION OF INTERPRETATION ACT

1. These are the Standing Orders of the Stirling and Clackmannanshire City Region Deal Joint Committee, hereinafter called “the Joint Committee”.
2. The Interpretation Act 1978 applies to the interpretation of these Standing Orders as it applies to the interpretation of an Act of Parliament.

COMMENCEMENT

3. These Standing Orders will apply from and including..... 2018.

DEFINITIONS

4. The Joint Committee was established in terms of sections 56 and 57 of the Local Government (Scotland) Act 1973. The Joint Committee is the decision making forum for all City Region Deal matters and oversees the governance arrangements for the Stirling and Clackmannanshire City Region Deal.
5. Stirling Council will act as the Lead Authority for the City Region Deal.
6. In these Standing Orders, the following words and expressions will have the following meanings-

“City Region Deal” means the Stirling and Clackmannanshire City Region Deal the Heads of Terms for which were signed on 31 May 2018.

“Constituent Authority” means each of the Local Authorities, the University of Stirling, the Stirling City Commission and/or the Clackmannanshire Commission, as the case may be.

“Lead Authority” means the Council holding and distributing the Government grant funding to the partners which are the recipient of the Government funding for the City Region Deal.

“The 1973 Act” means the Local Government (Scotland) Act 1973.

“Local Authorities” means Stirling Council, established under the Local Government etc. (Scotland) act 1994 and having its principal offices at Viewforth, Stirling, FK8 2ET and Clackmannanshire Council, established under the Local Government etc (Scotland) Act 1994 and having its principal offices at Kilncraigs, Alloa, FK10 1EB.

“Elected Member” means a duly elected member of the Local Authority in question in terms of Section 33A of the 1973 Act.

“Member” means a voting member of the Joint Committee appointed pursuant to Standing Order 11.

“Senior Responsible Officer(s)” means the Senior Officer(s) appointed by each of the Local Authorities with responsibility for the delivery of the City Region Deal.

“Monitoring Officer” means the officer appointed by the Local Authority in question under Section 5 of the 1989 Act or the person nominated as a deputy under sub-section (7) of section 5.

“Clerk” is the person appointed as such by the Local Authority in question to arrange for the preparation and circulation of agendas and minuting of meetings of the Joint Committee and to provide such procedural advice at meetings of the joint Committee as may be necessary.

“Confidential information” means (a) information provided to the Joint Committee or either of the Local Authorities by a Government department or others upon terms (however expressed) which forbid the disclosure of information to the public and/or (b) information, the disclosure of which to the public is prohibited by or under any enactment or by the order of a court.

“Exempt information” means information which is exempt from disclosure in terms of Schedule 7A of the Local Government (Scotland) Act 1973.

GENERAL PRINCIPLES

7. Stirling Council and Clackmannanshire Council have delegated full power and authority to the Joint Committee to take all actions and decisions the Joint Committee considers necessary to oversee and direct the implementation and delivery of the City Region Deal, to the extent the Joint Committee has been allocated funding for the same, with each of Stirling Council/Clackmannanshire Council (as the case may be) to then implement and deliver the approved projects.
8. The specific Terms of Reference for the Joint Committee are set out in Appendix 1.
9. Members of the Joint Committee will be expected to act in the interests of the Stirling and Clackmannanshire City Region as a whole when making decisions in relation to the City Region Deal.
10. The Joint Committee will establish and collaborate and work in partnership with, the Stirling and Clackmannanshire Regional Economic Advisory Board (“SCREAB”) to deliver a shared vision of improving the economy within the Stirling and Clackmannanshire local authority areas, in particular aligning regional strategies and plans, including those relating to inclusive growth and inward investment, as well as Local Development Plans/Local Transport Strategies.

MEMBERSHIP

11. The Joint Committee will comprise the following members, all of whom are voting members:-
 - 3 elected members of Stirling Council (being the Leader, Depute Leader and Leader of Opposition), with Stirling Council having also appointed 3 substitute members;

- 3 elected members of Clackmannanshire Council (being the Leader, Depute Leader and Leader of Opposition), with Clackmannanshire Council having also appointed 3 substitute members;
 - 2 private sector members, one being nominated by Stirling Council (with the appointee being a member of the Stirling City Commission) and the other nominated by Clackmannanshire Council (with the appointee being a member of the Clackmannanshire Commission);
 - 1 representative of the University of Stirling.
12. The Chair of the Joint Committee will be an elected member of Stirling Council for the period until 31 March 2020, and will then be an elected member of Clackmannanshire Council for a period of 12 months and then alternate on a yearly basis.
 13. The Vice-Chair of the Joint Committee will be an elected member of Clackmannanshire Council for the period until 31 March 2020, and will then be an elected member of Stirling Council for a period of 12 months and then alternate on a yearly basis.
 14. Where a vacancy occurs in the case of the Chair or Vice-Chair, the Joint Committee shall appoint a replacement from the same local authority for the remainder of their period of office as Chair or Vice-Chair, as the case may be, in terms of Standing Orders 11 and 12.
 15. Subject to Standing Order 16, elected members on the Joint Committee are appointed to serve for a period determined by the relevant local authority.
 16. If a Member resigns from the Joint Committee, the relevant Constituent Authority will be entitled to appoint/nominate (as the case may be) another representative.
 17. The duties of the Chair of the meeting, in accordance with these Standing Orders, will include the following, with the Chair's decision on any such matters being final, provided reasons are given where appropriate:-
 - 17.1. Deciding on all matters of protocol, decorum, order, competency and relevancy;
 - 17.2. Determining all matters of procedure for which no provision is made within these Standing Orders. In reaching this determination he/she may be advised by the Clerk;
 - 17.3. Deciding priority between two or more Members wishing to speak; ensuring that a fair opportunity is given to all members to express their views in any items of business;
 - 17.4. Varying the order of business at any meeting;
 - 17.5. Preserving order within the meeting;
 - 17.6. Ordering the exclusion of any member of the public, in order to prevent or suppress disorderly conduct or any other behaviour which impedes or is, in the Chair's opinion, impeding the business of the meeting;

- 17.7. In the event of disorder arising, adjourning the meeting to a time and date the Chair will fix then or later. In leaving the meeting, the Chair in such circumstances, will without further procedure have formally adjourned the meeting; and
- 17.8. Signing the minutes of the previous meeting.

SUBSTITUTES

18. If a Member who is an elected member is unable to attend a meeting of the Joint Committee that elected member may arrange for one of the appointed substitute members for that local authority to attend. The substitute member must tell the Clerk of their attendance before the meeting starts.
19. If a Member who is a representative of (i) the private sector representative or (ii) the University of Stirling is unable to attend a meeting of the Joint Committee that Member may arrange for (i) a substitute private sector member of the Stirling City Commission or the Clackmannanshire Commission to attend or (ii) a substitute representative of the University of Stirling to attend, as the case may be. The substitute member must tell the Clerk of their attendance before the meeting starts.

QUORUM

20. The quorum is the minimum number of people who must be present before a meeting of the Joint Committee can take place
21. The quorum for the Joint Committee is six Members, to include at least (i) two elected members from each of the local authorities and (ii) one private sector or University of Stirling representative.
22. If 15 minutes after the designated start time of a meeting the quorum has not been met, the Chair or person chairing the meeting will adjourn the meeting to another time on the same day or such other date and time as the Chair shall determine. If the Chair is among those absent, the Clerk will record that no business was transacted because of the lack of the necessary quorum.
23. If at any time during a meeting a question arises on the presence of a quorum, the Chair will direct the Clerk to call the roll and if a quorum is not present the meeting will immediately be adjourned to another time on the same day or such other date and time as the Chair shall determine.

CALLING MEETINGS

24. The Joint Committee will meet at least once every three months, the location of the meetings being in the local authority of the Chair, and clerked and facilitated by the local authority in question.
25. The Joint Committee will approve a schedule of meetings.
26. In addition to the scheduled meetings special meetings of the Joint Committee may be convened by the Clerk as follows:-

- 26.1 at the written request of the Chair;
 - 26.2 by a resolution of either of the local authorities;
 - 26.3 on the written requisition of at least two thirds of the members of the Joint Committee, which meeting will be held within 14 days of the receipt of the requisition by the Clerk;
 - 26.4 at the written request of the Monitoring Officer of either local authority.
27. The Chair, if present, will chair the meeting of the Joint Committee. If the Chair is not present the Vice Chair will chair the meeting. If neither the Chair nor Vice Chair is present, the Members present will decide who will chair the meeting.

AGENDA SETTING

- 28. The Clerk from the local authority responsible for facilitating meetings will prepare an agenda for each meeting of the Joint Committee.
- 29. Notice of Motion - Any Member of the Joint Committee will have the right to have an item placed on the agenda for a meeting (a motion) providing they give the Clerk notice in writing (setting out the nature of the item) at least seven clear working days before the date of the relevant meeting. The motion will require to be signed by the Member giving notice and countersigned by another Member of the Joint Committee. The terms of the motion will be included in the agenda for the meeting, unless the Chair, in consultation with the Vice-Chair, consider the motion to not be competent or relevant to be considered by the Joint Committee.
- 30. The final decision on which items appear on the agenda, other than in respect of motions under Standing Order 29, rests with the Senior Responsible Officer of the local authority which is responsible for facilitating the meeting in question, subject to the same being in consultation with the Chair and Vice-Chair.
- 31. Agendas and reports will be issued to all members of the Joint Committee at least three clear working days before meetings, or if convened at shorter notice, as soon as meetings are convened.
- 32. Agendas and reports will be provided to each member of the Joint Committee electronically unless a member specifically requests the documents in hard copy format.
- 33. Agendas and reports will be displayed on the websites of each of the local authorities.

CANCELLATION OF MEETING

- 34. Prior to cancelling any meeting, the Clerk will consult the Chair and Vice Chair.
- 35. Meetings of the Joint Committee cannot be cancelled once the agenda calling the meeting has been issued.

URGENT BUSINESS

36. Urgent business may be considered at a meeting of the Joint Committee if the Chair rules that there is a special reason why the business is a matter of urgency. The reasons will be stated at the meeting and recorded in the minutes.

PUBLIC ACCESS

37. Every meeting of the Joint Committee will be open to the public except in special circumstances which are set out below:-
- 37.1 the public must be excluded from a meeting of the Joint Committee where it is likely, because of the business itself or what might be said, that confidential information (as meant by the relevant law) would be given to members of the public; and/or
- 37.2 the Joint Committee may decide, by passing a resolution at any meeting, to exclude the public when it is considering an item of business if it is likely because of the business itself or what might be said, that exempt information (as meant by the relevant law) would be given to members of the public. The resolution to exclude the public will make clear which part of the proceedings of the meeting it applies to and explain why the information is exempt.
38. If the Clerk believes that it is likely that exempt or confidential information (as meant by the relevant law) will be given to members of the public they may exclude the whole of a report (or any part of a report) from public viewing. Every copy of any report in that category (or part of that report) will either be marked "Not for Publication" or marked "Confidential", or equivalent.
39. Except at the discretion of the Chair, the Joint Committee will not allow the taking of photographs, use of mobile telephones, or music players during meetings. This does not prohibit the local authorities subsequently webcasting or otherwise recording meetings, but meetings of the Joint Committee can only be webcast or otherwise recorded if the Joint Committee first resolves to agree to the same.

ORDER OF BUSINESS

40. The business of the Joint Committee will proceed in the order specified in the agenda calling the meeting which will be as follows, unless circumstances dictate otherwise:-
- (a) Notification of Apologies;
 - (b) Notification of Substitutions;
 - (c) Declarations of Interest;
 - (d) Urgent Business brought forward by the Chair in terms of Standing Order 36;
 - (e) Minutes (for approval only – there is no provision for Matters Arising);
 - (f) Reports; and
 - (g) Items of business from members of the Joint Committee intimated in terms of Standing Order 29 and the terms of which set out on the agenda.
41. After the Joint Committee has been sitting for two hours and no longer than two and a half hours, there will be an automatic break of at least 10 minutes. At the discretion of the Chair the break may be extended to not more than 30 minutes.

DECLARATIONS OF INTEREST

42. A Member of the Joint Committee must declare at the earliest possible stage in the proceedings, any direct financial or non-financial interest in relation to an item of business to be discussed at a meeting of the Joint Committee.
43. Where a financial or non-financial interest is disclosed under Standing Order 42, a Member of the Joint Committee must apply the objective test, which is whether a member of the public, with knowledge of the relevant facts, would reasonably regard the interest as so significant that it is likely to prejudice their discussion or decision making in their role as a Member of the Joint Committee. If the Member applies the objective test and determines that they have an interest they should withdraw from the meeting when the item of business is being discussed.

CONSIDERATION OF REPORTS AND RECOMMENDATIONS

44. Introduction – The Chair will invite the relevant officer to introduce a report. Such introductions will normally be restricted to three minutes. Any presentations to the Joint Committee will be notified in advance on the agenda and restricted to 10 minutes.
45. Questions – The Chair will then give members of the Joint Committee the opportunity to ask questions, seek clarification or request further information.
46. Discussion – The matter will be open for discussion for a period of 10 minutes.
47. Determination – The Chair will ask if the Joint Committee is in agreement with the recommendations contained in the report and if there is consensus the matter will be so determined.
48. No agreement – If there is no consensus, then the Chair will invite notice of a motion, amendment(s) or the direct negative and the meeting will proceed to the debate.

DEBATES

49. A motion and any amendments must be given in writing to the Clerk together with 15 copies, which will then be made available to all members of the Joint Committee. In the case of a notice of motion in terms of Standing Order 29, the terms of which has been set out on the agenda, copies need not be made available.
50. Every amendment must be relevant to the motion to which it is moved. All additions to, omissions from or variations on a motion will be considered as amendments to the motion and will be dealt with accordingly.
51. Formal proposal of motions and amendments - A motion will be formally moved by a Member of the Joint Committee and seconded by another Member who may reserve their right to speak. Members will then move amendment(s) or the direct negative, which will require to be seconded by another Member who may also reserve their right to speak. The matter will then be opened up for formal debate.

52. A Member of the Joint Committee can only move or second one proposition (a motion, amendment or direct negative) on any matter on which the Joint Committee cannot reach consensus.
53. A proposition once moved and seconded will not be withdrawn unless the mover and seconder agree.
54. Time limits - The mover of a proposition may speak for no more than five minutes and the seconder may speak for no more than three minutes. All other Members will speak for no more than two minutes although the Chair may allow members to engage in free debate within reasonable limits.
55. Summing up - The Member moving a motion, the direct negative or amendment may reply in reverse order to sum up, provided that the summing up does not introduce any new matter into the debate. A Member exercising the right to sum up will speak for no more than three minutes, except by permission of the Chair.
56. The following procedural motions will be permitted during discussion of any item.
- (a) "that the meeting proceed to next business";
 - (b) "that the question is now put to the vote";
 - (c) "that the vote be taken by a show of hands";

Procedural motions will be moved, seconded and put without discussion. They will be voted on by a show of hands.

57. Recording of dissent - Motions or amendments that are not seconded will not be discussed or included in the minutes but the proposer can require that his or her dissent be minuted.

VOTING

58. Subject to these Standing Orders and any statutory provision requiring a minimum number of votes to decide a matter, every question which is the subject of a division will be determined by a majority of votes of the members of the Joint Committee present and voting. In the event of an equality of votes the Chair will have a second or casting vote.
59. Subject to these Standing Orders, voting will be by a roll call vote where the names for or against the motion or amendment and those not voting will be taken down in writing and entered into the minute.
60. Voting will begin when the Clerk has put all competent motions and amendments before the Joint Committee. Members present at the meeting and eligible to vote will vote either "for" or "against" each amendment, to be taken in the order moved or in the order determined by the Chair.
61. If an amendment is not carried, any other amendments will be voted on. If an amendment is carried, it will take the place of the original motion (and become the substantive motion) and any remaining amendments will be voted on in the same manner. After all amendments have been disposed of, members will then vote "for" or "against" the motion (either the original motion or the substantive motion) remaining before the meeting.

62. Where the direct negative has been moved in addition to one or more amendments, the direct negative will be taken last.
63. Where only the motion and the direct negative are moved and seconded, a straight vote will take place “for” or “against” the motion.
64. Voting (Appointments) – When nominating or appointing any member of the Joint Committee to any organisation/body, voting will be conducted on the basis of an absolute majority (half of those present plus one). In any case of an equality of votes, the Chair of the meeting will not have a second or casting vote and the decision on which candidate to be appointed/nominated will be determined by lot.

DECISIONS

65. The Clerk will issue a decision notice detailing decisions taken by the Joint Committee to all Members of the Joint Committee within two working days of the meeting.

REVOCAION OF PREVIOUS DECISIONS

66. No motion which seeks to alter or revoke a decision of the Joint Committee, or has that effect, will be considered or passed until at least six months after the decision was taken originally, unless notice has been given of the proposed item in the summons for the meeting and (i) the Chair rules there has been a material change of circumstances or (ii) the Joint Committee agrees the decision was based on erroneous, incorrect or incomplete information.

ADJOURNMENT

67. A motion to adjourn the meeting may be put at any time, except if a Member is speaking, and will have precedence over all other motions. It must be moved and seconded without discussion, and must at once be put by the Chair in the form of “adjourn” or “not adjourn”.

DISORDERLY CONDUCT

68. In order to stop disorderly conduct or other misbehaviour at a meeting, the Joint Committee can exclude members of the public whose presence or actions are stopping the good conduct of the meeting.
69. In the event of a member of the Joint Committee disregarding the authority of the Chair, or behaving obstructively or offensively, the Chair will first ask the member to refrain from such behaviour, failing which a motion may be proposed and seconded to suspend the member for the rest of the meeting. The motion will be put without debate.

SUSPENSION AND ALTERATIONS TO STANDING ORDERS

- 70. As long as it is consistent with any statutory provisions, any one or more of the Standing Orders can be suspended at any meeting, provided that two-thirds of the Members of the Joint Committee who are present agree.
- 71. The Joint Committee has the power to alter these Standing Orders at any of its meetings or a special meeting convened for such purpose provided notice of such proposed alterations (in the form of a motion or inherent in a report) is sent to each member of the Joint Committee at least three clear working days before the meeting and such alterations are passed by a majority of the members of the Joint Committee present at the meeting.

ANNUAL REVIEW

- 72. These Standing Orders will be subject of review and reporting any proposed changes to the Joint Committee at least once each calendar year.

STIRLING AND CLACKMANNANSHIRE CITY REGION DEAL JOINT COMMITTEE**TERMS OF REFERENCE**

The specific Terms of Reference for the Joint Committee include the following:-

- The Joint Committee will approve City Region Deal strategic and policy plans;
- The Joint Committee will approve City Region Deal project business cases and oversee the implementation and monitoring of the same, all in accordance with a framework to be approved by the Joint Committee;
- The Joint Committee will approve (i) the overall programme funding for the City Region Deal, (ii) the detailed breakdown and use of Stirling Council and Clackmannanshire Council financial contributions to the City Region Deal in relation to the approved overall programme funding for the City Region Deal and (iii) the distribution of funding to approved City Region Deal projects, which funding may be direct to Stirling Council, Clackmannanshire Council or other approved partner organisations;
- As stated above, Stirling Council will be the lead authority, and will hold/distribute City Region Deal funding on behalf of the Joint Committee;
- The Joint Committee will prioritise City Region Deal projects;
- The Joint Committee will receive updates from and provide feedback to the UK and Scottish Governments in connection with the City Region Deal, and any strategic, economic or infrastructure activities associated with the City Region Deal, and act as the strategic point of contact with the UK and Scottish Governments;
- The Joint Committee will collaborate and work in partnership with the Stirling and Clackmannanshire Regional Economic Advisory Board, which it will also establish and the Stirling City Commission and Clackmannanshire Commission, to deliver a shared vision of improving the economy within the Stirling Council and Clackmannanshire Council areas, and building and supporting inclusive growth focusing on the needs of the areas and strengthening the partnership between public, private and third sectors;
- The Joint Committee will make recommendations to Stirling Council and Clackmannanshire Council, and other partners who are committing funding, on the setting of budgets as they relate to City Region Deal implementation;
- The Joint Committee will make suitable arrangements, in consultation with Stirling Council, Clackmannanshire Council and the Stirling and Clackmannanshire Regional Economic Advisory Board for the independent review and audit of its activities; and

- The Joint Committee will approve/delegate the approval of operational expenditure allocated by Stirling Council, Clackmannanshire Council and/or other partner organisations to further the aims of the City Region Deal and implement the same, within agreed City Region Deal Joint Committee budgets.

Agenda Item No. 7

Stirling and
Clackmannanshire City
Region Deal Joint
Committee

Date of
Meeting: 18 December 2018

Not Exempt

Dispensation for Declaration of Interest at Joint Committee and Stirling and Clackmannanshire Regional Economic Advisory Board

Purpose & Summary

This report provides members with information about the requirement to seek a dispensation from the Standards Commission for Councillors and their substitutes who are members of the Joint Committee and the Stirling and Clackmannanshire Regional Economic Advisory Board. The report also summarises the process for obtaining a dispensation.

Recommendations

The Joint Committee is asked:

1. To agree that the Monitoring Officer for Clackmannanshire Council applies to the Standards Commission for a dispensation for both Stirling and Clackmannanshire Council Councillors and their substitutes who are also members of the Joint Committee and the Stirling and Clackmannanshire Regional Economic Advisory Board.

Resource Implications

None.

Legal & Risk Implications and Mitigation

If no dispensation is sought then in order to comply with their obligations under the Councillors Code of Conduct councillors would be required to declare a non-financial interest at their own Council or Committee meetings in relation to matters concerning City Region Deal matters, and the work of the Joint Committee and the Stirling and Clackmannanshire Regional Economic Advisory Board.

1. Background

- 1.1. Section 5 of the Councillors' Code of Conduct deal with Declarations of Interests and sets out the circumstances in which a Councillor would be required to declare a financial or non-financial interest and withdraw from discussion and voting upon any item that interest related to.
- 1.2. In some very limited circumstances dispensations may be granted by the Standards Commission in relation to the existence of financial and non-financial interests which in terms of the Code would otherwise prohibit participation in discussion and voting. Such a dispensation would allow the Councillor concerned to continue discussing and voting on the matter, provided the relevant interest has been declared, where it is deemed to be in the public interest that they be allowed to do so.
- 1.3. The Councillors' Code of Conduct states that applications for dispensations will be considered by the Standards Commission if it is considered that the request will apply generally to a class or description of Councillors who are all affected by a particular category of interest.
- 1.4. There have been three dispensations granted by the Standards Commissions for the following City Region Deals; Aberdeen, Tay Cities and Edinburgh and South East Scotland.
- 1.5. There is an application process which must be followed. The application must set out whether a dispensation would be in accordance with the spirit and intent of the Code and what the impact would be if a dispensation was not granted.

2. Considerations

- 2.1. Dispensation would be sought so that councillors will not be in a position, by virtue of their membership of the Joint Committee or the Stirling and Clackmannanshire Regional Economic Advisory Board, of being required to declare a non-financial interest and potential not participate in discussion and voting on matters at their own local authority's Council or Committee meetings. Councillors appointed to the Joint Committee and the Stirling and Clackmannanshire Regional Economic Advisory Board include senior figures within each local authority and without the dispensation they may be prohibited from taking part in debating and decision making at Council.
- 2.2. Joint committee members who are not councillors have also been provided with guidance in respect of the principles in the Code, which it is also expected they would adhere to. This will support an application to the Standards Commission as it will assist in demonstrating that the Joint Committee has a specific role to fill in a public and private sector partnership model where all members of the Joint Committee are contributing to the process in the spirit of the principles of ethical standards.

3. Implications

Equalities Impact

- 3.1. The contents of this report were assessed under the Council's Equality Impact Assessment process. It was determined that an Equality Impact Assessment was not required as this is a procedural report.

Fairer Scotland Duty

- 3.2. The contents of this report were considered in terms of the Fairer Scotland Duty and were determined not to be of strategic importance.

Sustainability and Environmental

- 3.3. N/A.

Other Policy Implications

- 3.4. None.

Consultations

- 3.5. Consultation has taken place with relevant elected members in both local authorities.

4. Background Papers

- 4.1. EqIA Relevance Check.
4.2. Councillors' Code of Conduct

5. Appendices

- 5.1. None

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Approved by:

Iain Strachan
Chief Governance Officer

Signature:



Date: 28 November 2018

Details of Convener(s), Vice Convener(s),
Portfolio Holder and Depute Portfolio Holder
consulted on this report:

Leaders of Stirling and Clackmannanshire
Council

Wards affected: All

Key Priorities: N/A

Key Priority Considerations: N/A

Stirling Plan Priority Outcomes:
(Local Outcomes Improvement Plan) N/A

Agenda Item No. 8

Stirling and
Clackmannanshire City
Region Deal Joint
Committee

Date of
Meeting: 18 December 2018

Not Exempt

Stirling and Clackmannanshire City Region Deal – Programme Mobilisation Update

Purpose & Summary

This report provides Joint Committee members with an update on the Stirling and Clackmannanshire City Region Deal, and in particular, proposed Governance arrangements, high-level mobilisation progress and immediate programme priorities.

Recommendations

The Joint Committee is asked:

1. To note the Governance Framework as set out in Appendix 1, which has been updated to reflect the appointments made to Programme Management Office positions and the establishment of a Clackmannanshire Commission;
2. To note the current aspiration to conclude and enter into the City Region Deal documentation during April/May of 2019, underpinned by stand-up of programme resources and the adoption of a supporting timeline plan; and
3. To note the proposed format of the City Region Deal Dashboard which will be used at Joint Committee going forward to provide members with an indication of progress.

Resource Implications

Revenue budgets/resource to support the City Region Deal programme are currently assumed to be drawn from already approved constituent partner budget profiles.

This and other financial implications will be revisited in line with progress towards the conclusion of the City Region Deal documentation.

Legal & Risk Implications and Mitigation

Delivery of the City Region Deal will require that this Joint Committee and the wider delivery programme has effective risk management processes in place, with risk registers and performance monitoring being considered on a regular basis.

Stirling Council will to be the Accountable Body for the Stirling and Clackmannanshire City Region Deal.

All City Region Deal grant monies will flow through the Scottish Government and then on to Stirling Council, as Accountable Body, over the lifetime of the deal. As Accountable Body, Stirling Council will receive the funding from the Scottish Government, and then release it to constituent authorities to enable specific projects to be taken forward. It will be necessary for clear agreements between the parties to ensure that any risks in this regard are mitigated, and the City Region Deal documentation will provide the necessary framework for this.

1. Background

- 1.1. During the last 2 years Stirling and Clackmannanshire Councils have, in conjunction with a number of regional partners, been working with the Scottish and UK Governments to develop an inclusive City Region Deal that will deliver a transformative step change in the region's economy. This culminated in the signing of a Heads of Terms Agreement on 31 May 2018 (see Appendix 2).
- 1.2. The Heads of Terms is a three-way agreement between the Scottish Government, the UK Government and local partners, including Stirling Council, Clackmannanshire Council and the University of Stirling (see Appendix 1). The document essentially sets out commitments made by both Governments to provide joint investment of up to £90.2m across the city region over the next 15 years in the following themes:
 - 1.2.1. Innovation (inc. in Aquaculture and Environmental Management);
 - 1.2.2. Digital;
 - 1.2.3. Culture and Tourism;
 - 1.2.4. Skills and Inclusion;
 - 1.2.5. Infrastructure;
 - 1.2.6. Transport, Connectivity and Low Carbon; and
 - 1.2.7. Clackmannanshire.
- 1.3. Investment in the City Region Deal is conditional on:
 - 1.3.1. Effective leadership and governance being maintained throughout;
 - 1.3.2. Development of a final City Region Deal document, with detailed Implementation and Financial Plans; and
 - 1.3.3. Approval of business cases that underpin each constituent project and programme.
- 1.4. Current aspiration is for the final City Region Deal documentation, and associated plans, being ready for formal sign off, and entering into, in April/May 2019.

2. Considerations

- 2.1. The governance framework for the Stirling and Clackmannanshire City Region Deal was approved on 28 June by Stirling Council and 23 August by Clackmannanshire Council.
- 2.2. Central to the framework is a decision-making Joint Committee, supported by a number of advisory and delivery bodies/functions.
- 2.3. Advisory support will be provided by:
 - 2.3.1. Stirling and Clackmannanshire Regional Economic Advisory Board;
 - 2.3.2. Stirling City Commission; and
 - 2.3.3. Clackmannanshire Commission.
- 2.4. Delivery functionality will be provided by Programme Management Office (PMO) teams within each of the 3 delivery areas, i.e. Stirling Council (PMO now appointed into role); Clackmannanshire Council (appointment to be confirmed); and University of Stirling (PMO now appointed into role). Stirling Council will act in the role of Regional PMO.
- 2.5. A Liaison Group will be maintained to enable both the Scottish and UK Governments to monitor and evaluate plans/progress made.
- 2.6. The Governance Framework has been refreshed to reflect the PMO appointments and the set-up of the Clackmannanshire Commission (Appendix 1 – Stirling and Clackmannanshire City Region Deal Governance Framework).
- 2.7. In order to access the investment proposed within the Heads of Terms (Appendix 3 – Heads of Terms Funding Summary), it is necessary to:
 - 2.7.1. Complete the final City Region Deal documentation, incorporating detailed Implementation and Financial plans. These require to be formally signed off by both the Scottish and UK Governments;
 - 2.7.2. Develop Business Cases, for each specific initiative using Treasury Green Book guidelines, to a level that supports the sign off of the Deal Document; and
 - 2.7.3. Further develop the individual Business Cases to a detailed level, seeking approval and sign off by the Governments, thereafter enabling specific funds to be drawn down. Note this will be in line with the Implementation and Financial Plans and be spread over the term of the City Region Deal as agreed.
- 2.8. The current priority is to seek to sign the City Region Deal documentation in April / May 2019, which will necessitate the completion of 2.7.1 and 2.7.2 above. A timeline to support this is being developed, however, is subject to:
 - 2.8.1. Agreement with Scottish and UK Governments around the level of detail required within the Business Cases; and
 - 2.8.2. Agreement on how 'joint' business cases will be owned/progressed.
- 2.9. Throughout the City Region Deal period, the Joint Committee will be provided with an update and progress summary at each sitting, with a dashboard format being proposed (Appendix 4 – Proposed Stirling & Clackmannanshire City Region Deal Dashboard). It is envisaged that this will be supplemented by appropriate spotlights/Business Case updates as and where required.

-
- 2.10. The dashboard will include:
 - 2.10.1. Overarching RAG Status (Red/Amber/Green);
 - 2.10.2. Executive Progress Summary;
 - 2.10.3. Programme Management Office Updates;
 - 2.10.4. High Level Programme Milestones; and
 - 2.10.5. Project Updates including RAG Status.
 - 2.11. A Financial report and dashboard will be developed and shared to allow Joint Committee to monitor and oversee financial performance once the Deal is formally signed off. This will track budgets, spending, with forecasts and variations.

3. Implications

Equalities Impact

- 3.1. The contents of this report were assessed under Stirling Council's Equality Impact Assessment process. It was determined that an Equality Impact Assessment was not required as this is a procedural report.

Fairer Scotland Duty

- 3.2. The contents of this report were considered in terms of the Fairer Scotland Duty and were determined not to be of strategic importance.

Sustainability and Environmental

- 3.3. N/A.

Other Policy Implications

- 3.4. None.

Consultations

- 3.5. Consultation has taken place with relevant elected members in both local authorities.

4. Background Papers

- 4.1. EqIA Relevance Check.

5. Appendices

- 5.1. Appendix 1 – Stirling & Clackmannanshire City Region Deal Governance Framework
- 5.2. Appendix 2 – Stirling & Clackmannanshire City Region Deal Heads of Terms Agreement
- 5.3. Appendix 3 – Heads of Terms Funding Summary
- 5.4. Appendix 4 – Proposed Stirling & Clackmannanshire City Region Deal Dashboard

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Approved by:

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Signature:



Date: 5 December 2018

Details of Convener(s), Vice Convener(s),
Portfolio Holder and Depute Portfolio Holder
consulted on this report:

Leaders of Stirling and Clackmannanshire
Council

Wards affected:

All

Key Priorities:

N/A

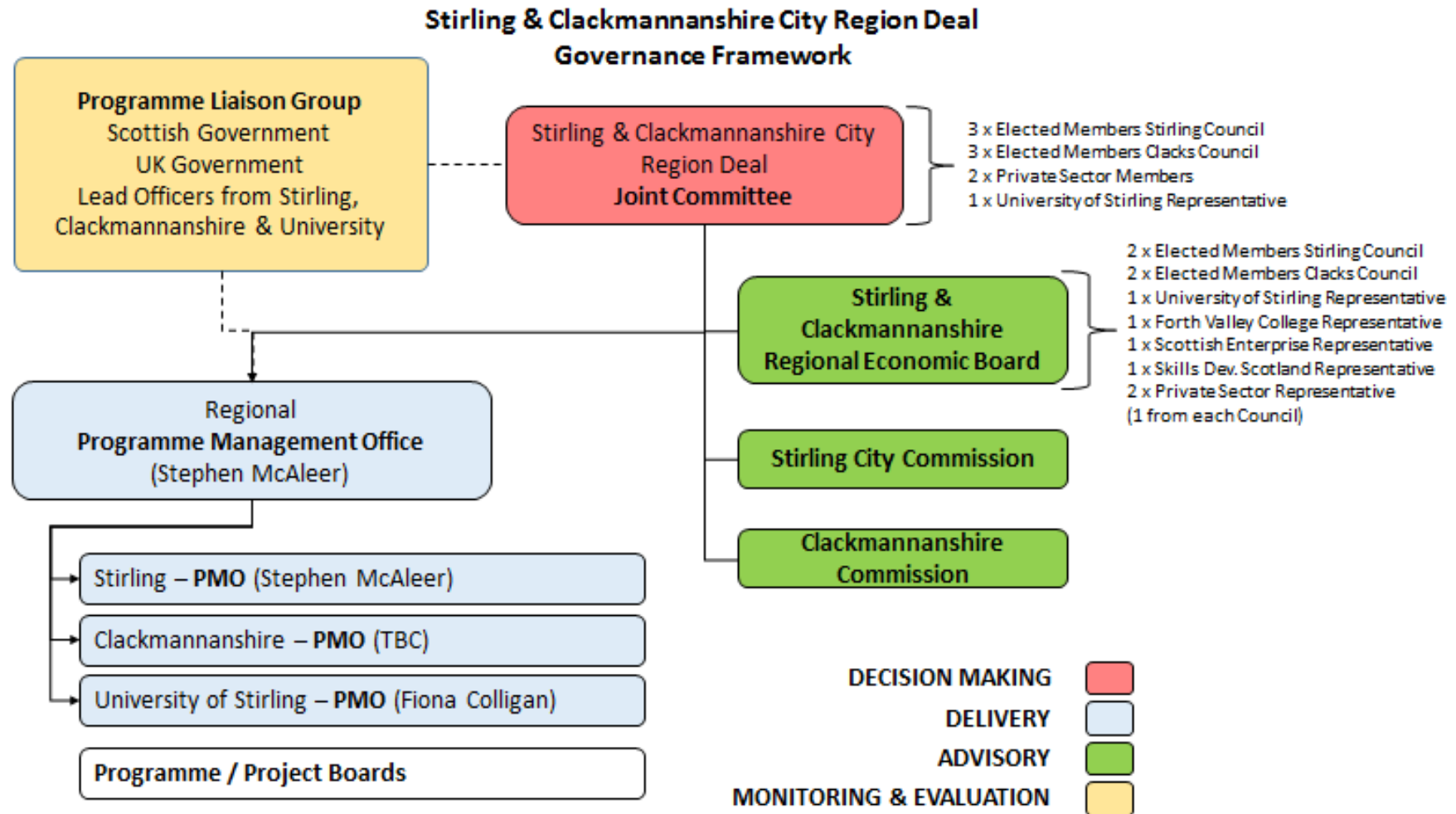
Key Priority Considerations:

N/A

Stirling Plan Priority Outcomes:
(Local Outcomes Improvement Plan)

N/A

APPENDIX 1 – STIRLING & CLACKMANNANSHIRE CITY REGION DEAL GOVERNANCE FRAMEWORK



Stirling & Clackmannanshire City Region Deal

Heads of Terms Agreement

31 May 2018



**Clackmannanshire
Council**



UNIVERSITY of
STIRLING



Our signing of this document confirms our joint commitment to achieve full implementation of the Stirling and Clackmannanshire City Region Deal.

.....
Mr Keith Brown MSP
Cabinet Secretary for Economy, Jobs and Fair Work
Scottish Government

.....
Rt Hon David Mundell MP
Secretary of State for Scotland
UK Government

.....
Cllr Ellen Forson
Leader of Clackmannanshire Council

.....
Cllr Scott Farmer
Leader of Stirling Council

.....
Professor Gerry McCormac
Principal and Vice-Chancellor,
The University of Stirling

.....
Mr Neil McLean
Stirling City Commissioner

EXECUTIVE SUMMARY

1. The Stirling and Clackmannanshire City Region lies at the heart of Scotland, with its geographical location linking the Edinburgh and Glasgow City Regions to those of the Tay Cities, Aberdeen and Inverness.
2. Its regional economy is home to 140,000 people and it has key strengths in the tourism, digital and innovation sectors, complementing the adjacent area and the neighbouring City Regions. The Stirling and Clackmannanshire City Region has played a key role in Scotland's rich history and through this Deal we are enabling it to make a positive contribution to Scotland's future prosperity.
3. City Region Deals establish new collaborative regional partnerships, focused on long-term strategic approaches to improving regional economies. The two Local Authorities which constitute this city region have joined together with the local university, regional college and the business community. They have worked together to develop a coherent package of proposals that they consider will deliver a transformative step change to the region's economy, including a significant improvement to its inclusivity by valuing the productive capacity of all of its places and people.
4. The partners have developed their vision for the region by deploying an Inclusive Growth Diagnostic to identify the interventions that are required to make their City Region robust and resilient - a low carbon and digitally driven contributor to the Scottish and wider UK economies. Their vision is of a highly desirable place to live, work and visit: an attractive place in which to invest financial, human and social capital.
5. This Deal will provide the platform for the Stirling and Clackmannanshire City Region to thrive in new and emerging sectors with a highly-skilled, flexible workforce prepared for the changing demands of emerging industries, supported by outstanding infrastructure, making it an attractive and very well connected place in which to trade and do business.
6. The region's Entrepreneurial Ecosystem is one in which home grown talent is taking root, developing the area's key sectors to deliver inclusive growth and tackling the economic and social inequalities that exist between the most and least advantaged communities.
7. This Heads of Terms agreement sets out the scope of a City Region Deal that has the power to transform the economy, bringing sustained economic growth and positive social impact to all of its communities. This Deal represents fresh investment in the regional economy and will be jointly funded by the Scottish Government and the UK Government with each Government offering £45.1 million, subject to final approval of robust business cases, resulting in a total contribution from Government of up to £90.2 million. The UK Government funding will take the form of capital support and will be flat-profiled over the duration of the Deal (15 years).
8. Regional partners will match this investment with up to £123.8 million. This will result in a Deal worth in excess of £214 million over a period of 10 to 15 years. This investment will help regional partners build on their existing strengths and ensure the region is able to deliver on its vision.

9. The Deal will deliver significant numbers of new jobs in key growth sectors and upskill people across the city region to take advantage of new opportunities.
10. City Region partners believe that over the next 10 to 15 years, these interventions will unlock private investment worth in excess of £640 million, delivering over 5,000 new jobs across a wide range of sectors in the City Region.

THE COMMITMENTS

Innovation

11. The region has particular expertise in Aquaculture and Environmental management and the Deal will deliver new investment and facilities to build up new industries and support sustainable growth in these areas.

Key commitments include:

12. The new Scotland's International Environment Centre will provide an integrated approach to cutting-edge research, innovation, skills development, inclusion and sustainable growth that tackles global environmental challenges. It will be supported with investment from both Governments with Scottish Government investing up to £17 million and UK Government investing up to £5 million and will comprise three core elements:
 - A Research and Policy Centre in Stirling;
 - Skills and Training Facilities in Alloa; and
 - An Environmental Business Incubator in Alloa.
13. The core partners in the project are Stirling University, Forth Valley College, and Clackmannanshire Council who will together contribute up to £8.8 million to the delivery of this key project.
14. In addition, Clackmannanshire Council will work with the regional partners and the RSPB to explore opportunities and possible synergies for a new wetlands centre on the River Forth.
15. A new Aquaculture Hub for Innovation that will be unique in Scotland and the UK, will operate four aquatic research facilities which between them will provide the full range of marine environmental conditions. The hub will create research and development opportunities that will secure jobs and an economic contribution in the process. The UK Government will invest up to £17 million to build the facility. Regional partners will match this with £15 million.
16. The new facility will work closely with the existing Scottish Aquaculture Innovation Centre, part of the national network of Innovation Centres supported by the Scottish Government.

Digital

17. The Digital District is a programme of investment in infrastructure and skills to transform and benefit urban, rural and disadvantaged areas of the region. Within 10 years, the Stirling and Clackmannanshire city region aims to be known as one of the UK's leading areas for digital technology and as a centre of excellence for digital skills and education.

Key commitments include:

18. The Scottish Government will invest up to £2 million to deliver a new Digital Hub which will build upon the recent successes in this sector and enable further growth of local digital companies. New high quality business space will allow growing companies in the digital sector to stay local and create new and exciting opportunities across the region.

19. The Scottish Government will invest up to a further £2 million to ensure the roll out of training and business development in the digital sector through a programme of digital hubs across the region including rural areas. Sites for the new digital hubs include Callander, Eastern Stirling and Alloa. These hubs will ensure that economic growth is spread to all parts of the region and will tackle digital exclusion and inequality.

Culture and Tourism

20. In recognition of the very significant opportunities to strengthen the regional economy's offering, investment in culture, heritage and tourism will form a key part of the deal.

Key commitments include:

21. Regional partners will work together with the private sector and national agencies to develop a programme of investments based around the potential for projects to grow the regional economy and deliver inclusive growth.

22. Subject to approval of a programme business case, the Scottish Government will make available up to £15 million of capital grant investment to develop and augment key economic assets in culture, heritage and tourism.

23. Separately, and subject to approval of a business case that demonstrates long term financial sustainability, recognising that there can be no expectation of public support for ongoing running costs, the UK Government will invest up to £10 million to support the development of a new international visitor centre in Stirling. The Scottish Tartan Centre will provide a historical narrative encapsulating key developments in the history and evolution of tartan along with related themes that will engage with a diverse audience. The development will contribute to an improved offer for visitors to the region.

Skills and Inclusion

24. Inclusive Growth lies at the heart of City Region Deals and this Deal will drive future inclusive economic growth and tackle inequality through growing local talent, creating new connections with the world and providing new opportunities and routes into employment for people across the region.

25. A new skills and inclusion programme will ensure that businesses and communities throughout the entire region are given the opportunity to engage with and benefit from the opportunities arising from the investments delivered through this Deal.

Key commitments include:

26. The Scottish Government will be supporting this through investment of up to £1.9 million funding for a Regional Skills & Inclusion Programme which will help harness the opportunities offered by the City Region Deal in order to promote equality, address inequality and maximise the economic benefits it offers to the residents of the city region. In doing so employers providing fair work opportunities will have access to a well prepared and well skilled pool of labour. The programme will comprise two distinct but complementary projects.

- Flexible Skills & Employability Delivery will link people across the region to the job opportunities provided by the City Region Deal in sectors such as digital, energy, tourism and construction. It will provide tailored employability and skills support from pre-entry to in-work progression.
- Complementing this, an Inclusion Workers & Investment Fund will offer intensive support to targeted individuals and families on a long term, holistic basis to help them develop wider skills for life and move into economic participation.

27. The UK Government will build on the work of Clackmannanshire Local Outcome Improvement Plan by investing up to £100k to assist lone parents achieve their potential. This targeted programme will include motivation/confidence building, aspirational workshops and provide outreach support, childcare and digital training. Delivery will focus on Alloa South and Alloa East areas of the region.

Infrastructure

28. The UK Government will use the opportunity represented by the Defence Estate Optimisation Programme to release land at Forthside for development, working with Stirling Council to align the site with their housing and business plans exploring joint ventures and other development vehicles. The UK Government will contribute the value of the land transferred to the Deal, reflected today in the Heads of Terms as £5 million new funding from the UK Government. This is indicative and the ultimate contribution will depend on the land's final market value and nature of the final business plans.

29. The Scottish Government supports the ambition of Stirling Council to work with other public sector partners to establish a Public Sector Hub at Stirling Harbour. This aims to build better alignment and collaboration across sectors and between organisations and to revitalise this area of the city, which has excellent public transport infrastructure.

Transport, connectivity and low carbon

30. Improving and investing in the region's transport infrastructure is a key and integral part of the Deal and will support the city region partners to deliver their vision of inclusive economic growth.

31. The River Forth is an important, yet underutilised, asset to the city region. The Deal will help reunite the region with the River, creating opportunities in travel, leisure, physical activity, sport and tourism, which will benefit the city region through social innovation, health and well-being, pathways to employment and the diversification of tourism.

Key commitments include:

32. Scottish Government will invest up to £7 million in new and improved Active Travel routes through the City Region Deal. Transport Scotland will work with the partners to identify investments to improve regional connectivity between Stirling City and Alloa, and outlying settlements, as well as improvements to the active travel network around Forthside. This will be matched by up to £7 million from local partners.

33. The partners have ambitions for wider transport interventions and investments and the Scottish Government will commit to establishing a regional Transport Working Group, similar to those being taken forward through the City Region Deals for both Aberdeen and Edinburgh and the South East Scotland.

34. This Group would look at the potential benefits, affordability and deliverability of the strategic transport schemes as well as the more local interventions. Transport Scotland will work as part of the group and this will enable the regional engagement to inform national transport appraisal considerations including the on-going Strategic Transport Projects Review.

35. Building on the current work to develop Local Heat and Energy Efficiency Strategies, the Scottish Government will support the low carbon ambitions of city region partners through support of up to £200k to develop a comprehensive regional energy masterplan which will support the local identification of priority projects and the region's key areas for development.

Clackmannanshire

36. In order to help achieve an investment balance across the region, the UK Government will invest a further £8 million (capital) in projects in Clackmannanshire to be developed collaboratively with Clackmannanshire Council and other local partners as part of the Deal.

GOVERNANCE AND ASSURANCE

37. Strong and effective leadership and governance is paramount to both successful implementation and in providing assurance to governments, local authorities and wider regional partners. To date, the city region deal has been developed through joint working by the region's local authorities and the partners have worked closely with local people, national agencies, all types of business, the Third sector, the University and College and the Stirling City Commission to develop proposals and a governance approach which will deliver transformative inclusive economic growth.

Key commitments include:

38. Local partners will demonstrate the value for money case for each project and programme before funding is made available. As such, all commitments in this document are subject to the approval of final business cases from the relevant Government, or from both Governments in the case of jointly funded projects.

39. Partners will establish and refine a new model of regional partnership governance that will meet with the expectations set out in the Regional Partnerships work stream of phase 2 of Scotland's Enterprise and Skills Review. As part of the Scottish Government's award of significant new investment in the regional economy, Ministers expect the new regional governance arrangements to include a role for effective engagement with Scottish Enterprise, Skills Development Scotland, the tertiary education and third sectors and incorporate senior business and industry leadership.



40. Local partners will work with both the Scottish and UK Government to develop a final City Region Deal document, a detailed implementation plan, a financial plan that takes account of affordability over the 10 year lifespan of the deal, together with monitoring and evaluation frameworks and associated business cases for all projects and/or programmes receiving funding from the UK and/or Scottish Governments.

41. The Scottish Government is developing an Inclusive Growth monitoring framework which will incorporate indicators to measure progress towards the five high level inclusive growth outcomes (Productivity, Participation, Population, People, and Place) and will expect the City Deal evaluation and monitoring reports to align with this.

42. Local partners will work with both the Scottish and UK Government to agree a communications strategy and an operating protocol. Both documents will set out how communications about the city deal and its associated activities are taken forward, in a way that meet the needs of the regional partners as well as the Scottish and UK Governments.

ENDS

APPENDIX 3 – HEADS OF TERMS FUNDING SUMMARY

Stirling & Clackmannanshire City Region Deal		 Scottish Government Riaghaltas na h-Alba gov.scot	
Heads of Terms - Financial Summary			
Innovation	International Environment Centre	£17,000,000	£5,000,000
	Aquaculture Hub for Innovation		£17,000,000
Digital	Digital Hub	£2,000,000	
	Regional Hubs	£2,000,000	
Culture & Tourism	Development of Culture Heritage and Tourism Assets	£15,000,000	
	Scottish Tartan Centre		£10,000,000
Skills & Inclusion	Regional Skills & Inclusion Programme	£1,900,000	
	Clackmannanshire Lone Parents Plan		£100,000
Infrastructure	MOD Land Release - Forthside		£5,000,000
Transport, Connectivity & Low Carbon	Active Travel Routes	£7,000,000	
	Regional Energy Masterplan	£200,000	
Clackmannanshire	Clackmannanshire Capital Fund		£8,000,000
		£45,100,000	£45,100,000

APPENDIX 4 – PROPOSED STIRLING & CLACKMANNANSHIRE CITY REGION DEAL DASHBOARD

STIRLING & CLACKMANNANSHIRE CITY REGION DEAL		RAG STATUS Last Period	RAG STATUS This Period
Page 1: Programme Management Update		AMBER	AMBER
EXECUTIVE PROGRESS SUMMARY	<ul style="list-style-type: none"> • Governance Framework being established – first Joint Committee scheduled (18/12) • Regional PMO Leadership confirmed • Clear priorities established: <ul style="list-style-type: none"> ➢ Development of Timeline through to Deal Sign off ➢ Progress with Business Case development (inc. Green Book upskilling) ➢ Agree local project leadership / working practices 	Risks: <ul style="list-style-type: none"> • Clarity in ownership / joint working 	
PMO Updates		Upcoming Milestones	
Implementing Governance Structure	<ul style="list-style-type: none"> • Regional PMO Appointed (Stephen McAleer) • PMO Appointed Stirling (Stephen McAleer) • PMO Appointed University (Fiona Colligan) • Joint Committee scheduled 18/12 • Liaison group established and meeting 2-weekly 	Formalise Timeline	Target Mid January
Finance	<ul style="list-style-type: none"> • Meeting scheduled 12/12 with City Deal Finance Team at Scot Govt. 	Milestone 2	DD/MM
Reporting	<ul style="list-style-type: none"> • Reporting processes to be agreed with Government partners 	Milestone 3	DD/MM
Comms	<ul style="list-style-type: none"> • CRD Comms approach and footprint to be agreed / developed. 	Milestone 4	DD/MM

STIRLING & CLACKMANNANSHIRE CITY REGION DEAL

Page 2: Project Updates

Project		
International Environment Centre		<ul style="list-style-type: none"> • University Workstreams established • Work underway to develop plan to Business Case • Clacks PM support options being considered
Aquaculture Hub for Innovation		<ul style="list-style-type: none"> • University Workstreams established • Work underway to develop plan to Business Case
Digital Hub		<ul style="list-style-type: none"> • Work underway to develop plan to Business Case • Study in development to profile the shape of the follow on demand
Regional Digital Hubs		<ul style="list-style-type: none"> • Work underway to develop plan to Business Case • Joint working approach to be finalised
Culture and Tourism		<ul style="list-style-type: none"> • Work underway to develop plan to Business Case • Direct engagement with Scottish Government, Scottish Enterprise & Historic Environment Scotland in course to establish planning pathway • Joint working approach to be finalised
National Tartan Centre		<ul style="list-style-type: none"> • Work underway to develop plan to Business Case • Options required to develop a commercial operating model

Project		
Regional Skills & Inclusion		<ul style="list-style-type: none"> • Joint regional team in place • Work underway to develop plan to Business Case • Priorities & Interventions established • European Social Funding opportunity
Clacks Lone Parents Plan		<ul style="list-style-type: none"> • Work underway to develop plan to Business Case • Currently engaging with the DWP for input
MOD – Land Release		<ul style="list-style-type: none"> • Meeting arranged with MOD in January 2019 • Land contamination/remediation outcomes still unknown • Review of Forthside Masterplan site underway
Active Travel Routes		<ul style="list-style-type: none"> • Regional Transport Steering Group established which will inform on Active Travel Strategy • Need to develop regional approach to delivery
Regional Energy Masterplan		<ul style="list-style-type: none"> • Joint regional Workstream in place • Work underway to develop plan / Business Case
Clacks Capital Fund		<ul style="list-style-type: none"> • Call for bids for funding have gone out (close date 16/11) • Candidate projects to be considered by Clackmannanshire Commission in January