
Report to: Clackmannanshire Council

Date of Meeting: 23rd August 2018

Subject: Stirling and Clackmannanshire City Region Deal Governance Arrangements

Report by: Executive Director

1.0 Purpose

- 1.1. At its meeting held on 28th June 2018, Members were provided with an update on the scope and scale of the Stirling and Clackmannanshire City Region Deal following receipt and agreement on Heads of Terms with both the Scottish and United Kingdom Governments. As noted in June this report now proposes a governance framework for the delivery of the City Region Deal. It builds on the governance proposals considered by Stirling Council at its meeting also held on 28th June 2018.

2.0 Recommendations

- 2.1. Council is asked to:
- 2.1.1. Establish a Joint Committee with Stirling Council to be known as the Stirling & Clackmannanshire City Region Deal Joint Committee, to oversee the governance arrangements for the City Region Deal and approve the establishment of the wider governance framework as set out in this report.
 - 2.1.2. Approve the Joint Committee's Terms of Reference and governance arrangements as set out in this report.
 - 2.1.3. Appoint three members of Council (the Leader, Depute Leader and Leader of Opposition) to the Joint Committee, and appoint three Council members as substitutes.
 - 2.1.4. Note that the Clackmannanshire Commission will nominate one private sector member of the Commission to be a member of the Joint Committee.
 - 2.1.5. Appoint two members of Council, (Leader and Depute Leader of the Council) and up to two substitute members, to the Stirling and Clackmannanshire Regional Economic Advisory Board and to delegate authority to the Strategic Director of Performance to finalise any other aspects of the establishment of the Joint Committee in consultation with the Leader and Depute Leader of Council and the Leader of the Opposition.

3.0 Considerations

- 3.1. The Heads of Terms referred to a need for partners to establish a new model of regional partnership governance to take forward the City Region Deal. This was expected to reflect the outcomes of the Scottish Government's Enterprise and Skills Review and its ambitions for effective engagement and coordination with key government agencies, tertiary education, the third sector and the business community.
- 3.2. As a result of discussions with both Governments and Stirling Council, as well as learning from the experiences of other City Deals, it is proposed that a regional governance framework is established to take forward City Deal projects as referred to in the Heads of Terms. Following precedents elsewhere it is anticipated that Stirling Council will act as Lead Authority as the Deal is taken forward. This role will include Stirling Council holding and distributing Government grant funding to the partners for them to take forward approved City Region Deal projects.
- 3.3. From a Clackmannanshire perspective there are 5 elements to this proposed framework:
1. Stirling and Clackmannanshire Regional Economic Advisory Board
 2. Joint Committee
 3. Clackmannanshire Commission
 4. Programme Liaison Group
 5. Programme Management Office

Further details on each of these elements are provided below.

Stirling and Clackmannanshire Regional Economic Advisory Board

- 3.4. This will be established to provide strategic guidance and coordination as well as the development of a shared vision of improving the economy over the Stirling and Clackmannanshire region. Its purpose will include the alignment of regional strategies and plans including those relating to inclusive growth and inward investment as well as Local Development Plans and Transport Strategies. Taking forward projects within the Stirling and Clackmannanshire City Deal will be an important component in realising the strategic ambitions of the Board.
- 3.5. It is proposed that the Advisory Board would have the following membership:
- 2 elected members of Clackmannanshire Council (Leader and Depute Leader of the Council)
 - 2 elected members of Stirling Council
 - 1 Stirling University representative
 - 1 Forth Valley College representative

- 2 private sector representatives, one appointed by each local authority
- 1 Scottish Enterprise representative
- 1 Skills Development Scotland representative

Joint Committee

- 3.6. It is proposed that a joint committee is established with Stirling Council in terms of sections 56 and 57 of the Local Government (Scotland) Act 1973, to be known as the Stirling and Clackmannanshire City Region Deal Joint Committee. The Joint Committee would be the decision making forum for all City Region Deal matters and oversee the governance arrangements for the Stirling and Clackmannanshire City Region Deal. Such an arrangement provides a well established legal framework for Local Authorities to work together. It also offers scope to secure the involvement, of suitable private sector experience.
- 3.7. The Joint Committee would comprise the following members, all of whom would be voting members:-
- 3 elected members of Clackmannanshire Council (being the Leader, Depute Leader and Leader of Opposition).
 - 3 elected members of Stirling Council.
 - 2 private sector members with one being nominated by Stirling Council and the other by Clackmannanshire Council with the Clackmannanshire Council appointee being a member of the Clackmannanshire Commission.
 - 1 representative of Stirling University.
- 3.8. The Chair of the Joint Committee would be an elected member of Stirling Council for the period until 31 March 2019 and would then be an elected member of Clackmannanshire Council, and then alternate on a yearly basis.
- 3.9. The Vice-Chair of the Joint Committee would be an elected member of Clackmannanshire Council for the period until 31 March 2019, and would then be an elected member of Stirling Council, and then alternate on a yearly basis.
- 3.10. Each member of the Joint Committee would have one vote, but the Chair would have a casting vote in the event of equality of voting. All decisions would be taken by way of a majority vote.
- 3.11. Each of Clackmannanshire Council and Stirling Council would delegate 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 Clackmannanshire Council/Stirling Council (as the case may be) to then implement and deliver the approved projects.

- 3.12. The specific Terms of Reference for the Joint Committee will also 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 Clackmannanshire Council and Stirling 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 Clackmannanshire Council, Stirling Council or other approved partner organisations.
 - 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 establish and the Clackmannanshire and Stirling City Commissions, to deliver a shared vision of improving the economy within the Stirling 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 Clackmannanshire Council and Stirling 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 Clackmannanshire Council, Stirling Council and the Stirling and Clackmannanshire Regional Economic Advisory Board for the independent review and audit of its activities.
 - The Joint Committee will approve/delegate the approval of operational expenditure allocated by Clackmannanshire Council, Stirling 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.
- 3.13. The quorum for the Joint Committee would be six, including at least two elected members from each of Clackmannanshire Council and Stirling Council and one private sector/University of Stirling representative.

- 3.14. The Joint Committee would meet at least once every two or three months, the location of these meetings being in the local authority of the Chair and facilitated by the local authority in question, so until 31 March 2019 it would meet in Stirling and be facilitated by Stirling Council.
- 3.15. The Joint Committee would adopt its own set of Standing Orders

Clackmannanshire Commission

- 3.16. The Joint Committee would also collaborate and work in partnership with the Clackmannanshire and Stirling City Commissions. The latter is already established. At its meeting on the 28th June 2018 the Council agreed to set up a Clackmannanshire Commission with the following remit:
- To act as champions and ambassadors for Clackmannanshire in the context of the wider City Region.
 - To develop an inclusive economic growth strategy for Clackmannanshire as part of the wider city region.
 - To explore and develop partnership arrangements which maximise the economic potential of the area and its residents.
 - To provide advice, guidance and proposals to the Council, the City Region Joint Committee and the emerging Stirling & Clackmannanshire Regional Economic Board on the development of the City Region Deal projects and other priorities for growth.
 - To establish short-term project groups to take forward specific projects.
- 3.17. An engagement event has been arranged for September 4th 2018 with a range of representatives, businesses, partners and agencies invited. The event will:
- Raise awareness of the progress on the City Region Deal and the establishment of the Clackmannanshire Commission.
 - Share information on the inclusive growth ambitions of the deal and its potential to support the delivery of LOIP priorities.
 - Share further information on Scotland's International Environment Centre.
 - Engage with the wider business community and seek nominations for private sector membership of the Clackmannanshire Commission.

Programme Liaison Group

- 3.18. To support the implementation of the City Region Deal a Programme Liaison Group will be established. This will comprise the Senior Responsible Officer(s) on behalf of the two Councils, and representatives from the Scottish Government and the UK Government and their agencies (e.g. Transport Scotland, Scottish Enterprise and Scottish Futures Trust). Officials will meet on a quarterly basis, or as otherwise agreed, and will review progress on City Region Deal implementation in order to:
- Facilitate joint working.
 - Provide a mechanism to ensure that all commitments in the Deal are being met and implemented.

- Enable all partners to challenge one another if City Region Deal delivery is not on track and agree mitigating actions.
- Provide a forum to highlight successes.

Project Management Office

- 3.19. A shared City Region Deal Programme Management Office will provide regional oversight and facilitation of the programming and monitoring of the City Region Deal, and support to each of the Joint Committee and Stirling and Clackmannanshire Regional Economic Advisory Board. This regional Project Management Office will be the direct conduit to both Clackmannanshire Council and Stirling Council and other partners. This team will also be responsible for monitoring progress and achievements and reporting to the Joint Committee, the Stirling City and Clackmannanshire Commissions and Stirling and Clackmannanshire Regional Economic Advisory Board, as well as the Scottish and UK Governments. The Joint Committee will oversee the City Region Deal reporting and monitoring programme, which Clackmannanshire Council and Stirling Council will jointly develop, for reporting into the Joint Committee, Stirling and Clackmannanshire Regional Economic Advisory Board as well as Clackmannanshire Council and Stirling Council. Both Councils will each be responsible for their own internal reporting on the implementation of City Region Deal projects.
- 3.20. The Regional Project Management Office will not be responsible for direct project delivery. Rather, each of Clackmannanshire Council and Stirling Council, and other approved partners, will be individually or jointly responsible for the actual management of those projects for which they are alone or jointly delivering. For any shared projects, the parties may select one partner to be the lead.
- 3.21. A separate Clackmannanshire Programme Management Office will be established to take forward and coordinate Clackmannanshire based projects and to lead on actions necessary to contribute to the conclusion of a formal City Deal Agreement and is the subject of a separate report to the Council. This will be paralleled by a similar arrangement in Stirling.

Overview and Framework Agreement

- 3.22. In practical terms, the adoption of the proposed governance framework would see all major decisions and reporting in respect of the City Region Deal being taken by the Joint Committee, including the approval of business cases and distribution of funding. As such, the Council's oversight of the City Region Deal would be undertaken, primarily, by those members appointed to the Joint Committee and Stirling and Clackmannanshire Regional Economic Advisory Board. There would, however, be update reports being provided to full Council on a regular basis. In the usual way, it would also be for the Council to determine any commitment of Council funds or resources to City Region Deal projects or the shared governance arrangements.
- 3.23. A Framework Agreement will be entered into by Stirling Council and Clackmannanshire Council to record in more detail the arrangements set out in this report, insofar as not covered by the formal establishment of the proposed Joint Committee. These arrangements would be the subject of

annual review by Stirling Council and Clackmannanshire Council. In particular, Stirling Council and Clackmannanshire Council will agree and record the detail of how funds will be distributed, the project management arrangements, how any shared costs are to be apportioned and a joint communications/branding strategy for City Region Deal matters.

4.0 Sustainability Implications

- 4.1. The City Region Deal is likely to have a number of positive impacts on sustainability particularly in terms of the economy, energy use, landscape and natural habitats. Further assessments will be undertaken as part of the business case development.

5.0 Resource Implications

5.1. Financial Details

- 5.2. The financial implications of the City Deal will be subject to further development as business cases are produced and discussions continue with partners

5.3. Staffing

- 5.4. The specific management and staffing implications arising from the above arrangements has yet to be clarified with Stirling Council and other City Deal partners.

- 5.5. Both the financial and staffing aspects of the Deal will be the subject of a further report to Council.

6.0 Exempt Reports

- 6.1. Is this report exempt? Yes (please detail the reasons for exemption below) No

7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) Our Priorities

- Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all
- Our families, children and young people will have the best possible start in life
- Women and girls will be confident and aspirational, and achieve their full potential
- Our communities will be resilient and empowered so that they can thrive and flourish

(2) **Council Policies** (Please detail)

8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?
Yes No Not required at this stage

9.0 Legality

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

10.0 Appendices

10.1 Appendix – Governance Structure for the Stirling and Clackmannanshire City Region Deal

11.0 Background Papers

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)
Yes (please list the documents below) No

Stirling and Clackmannanshire City Region Deal. Heads of Terms Agreement 31 May 2018.
https://www.clacks.gov.uk/citydeal/docs/Stirling_Clackmannanshire_City_Deal_Heads_of_Terms.pdf

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Appendix: Governance Structure for the Stirling & Clackmannanshire City Region Deal



