

# ABERDEEN CITY REGION DEAL:

Powering Tomorrow's World

<b>Progress Report</b>	Aberdeen City Region Deal – Programme Board
<b>Lead Officer</b>	Head of Economic Development (Aberdeen City Council & Aberdeenshire Council)
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<b>Date of Report</b>	22 April 2014
<b>Governance</b>	Joint Committee

<b>1:</b>	<b>Purpose of the Report</b>
i.	To propose to members of the Joint Committee a terms of reference for an Aberdeen City Region Deal Programme Board.

<b>2:</b>	<b>Recommendations for Action</b>
i.	It is recommended that the Joint Committee approves the terms of reference for and composition of the Programme Board.

<b>3:</b>	<b>Summary of Key Information</b>
i.	In September 2015, a Statement of Intent was submitted to the UK and Scottish Governments on the broad proposals being considered for an Aberdeen City Region Deal. That document proposed an initial governance framework that proposed the creation of this Joint Committee where the two Councils and the private sector would provide the overall leadership of the Aberdeen City Region Deal. It also proposed a 'programme board' for implementation of the proposals.
ii.	The governance was further developed in the submission of a revised set of proposals to the two Governments in December 2015. This proposed that a Programme Board would be established to support the Joint Committee and this would include the input of the Programme Management Office for delivery.
iii.	In January 2016, a Heads of Terms for an Agreement for a £250m City Region Deal was signed by the two governments, the Councils and

### 3: Summary of Key Information

Opportunity North East (ONE). At the same time, the Scottish Government announced an additional £254m would be available to support the implementation of some elements of the original proposals that would not be funded within parameters of the signed Heads of Terms.

- iv. An agreement on the £254m has yet to be ratified and officers are working with the Scottish Government on this and whether it could be brought into the existing City Region Deal governance arrangements.
- v. Funding for any project within the different elements will be contingent on the submission and sign off of robust and agreed business cases by both governments and their agencies. While this needs to be worked through with officials of both governments, we anticipate that funding will be allocated to projects via the approval processes of both governments and the Aberdeen City Region Deal Joint Committee.

#### **Structure**

- vi. An illustration of the proposed governance structure, including the Programme Board, is provided in Appendix 1 to this report. This indicates that the overall leadership for the deal is provided by the two governments and the Joint Committee, who in turn will report into the 'single systems' of both Councils and Opportunity North East.
- vii. At the next level, delivery and operations will be led by the Programme Board and Programme Management, and both supported by access to an 'enabling' group comprised of a pool of organisations with expertise and knowledge of the projects to be supported by the Aberdeen City Region Deal who can be 'called on' to advise and peer review certain elements of the appraisal and business cases. The link between the Programme Board and the Enabling Group will be provided by the Programme Manager, supported by the Heads of Economic Development.
- viii. Currently no individuals have been approached and the composition of this 'Enabling Group' will be confirmed at the next meeting of the Joint Committee. However it is likely to be drawn from representation of the two Governments (eg Digital, Housing leads), SE Economics & Evaluation, Transport Scotland, Scottish Futures Trust, Heads of Legal from either/ both Councils, Aberdeen Harbour Board, University of Aberdeen and/ or Robert Gordon University.
- ix. Responsibility for delivery for each Project will be under each of the themes (innovation, digital, housing, transport). These working groups have provided a lead officer who will work with and be supported by the Programme Manager. Supporting development and implementation, the Aberdeen City Region Deal stakeholders will commit to ensuring that the relevant resource is allocated to these specific projects.

### **Terms of Reference for a Programme Board**

- i. The purpose of the Programme Board is to:
- Ensure that the projects put forward by the agreement of the two governments and the Aberdeen City Region Deal stakeholders are implemented subject to satisfactory business case;
  - Recommend for approval business cases and other key project stages, changes and exceptions to Joint Committee;
  - Recommend for approval the City Region Deal's finances, budget approvals and overall financial management;
  - Ensure these outcomes are delivered to plan/ budget and that all mandatory protocols are met, both at a programme level and at theme and project level;
  - Ensure that the overall programme is making progress and likely to succeed within the key milestones and all relevant information is produced for the Joint Committee;
  - Authorise, where appropriate, mandatory and other reports to Government; and
  - Assist the Programme Manager in delivery by removing any constraints and addressing other issues escalated by the Programme Manager.

### **Scope**

- ii. The Board will advise on the overall direction of the Aberdeen City Region Deal and delivery of the key interventions and outputs. It will also provide an overall strategic direction to ensure that the economic benefits from the Programme are maximised across other regional economic development and infrastructure delivery.
- iii. It will meet every six weeks (c eight times per annum), in advance of each scheduled meeting of the Joint Committee.
- iv. Some members of the Board will also participate in the new Regional Economic Strategy Group and the respective Community Planning Partnerships in both Council Areas to ensure coordination of resources and information between the City Region Deal and the delivery of the regional economic objectives.

### **Membership**

- v. The proposed composition of the Board reflects the nature of the interventions being developed as part of the Programme and reflecting the key accountable managers from the main partner organisations. The following members of the Programme Board are proposed:
- John Paul Cleary – Programme Manager

**3:** Summary of Key Information

- Richard Sweetnam, Aberdeen City Council, Head of Economic Development
- Belinda Miller – Aberdeenshire Council, Head of Economic Development
- Pete Leonard – Aberdeen City Council, Director for Communities, Housing & Infrastructure
- Stephen Archer – Aberdeenshire Council, Director Infrastructure Services
- Jennifer Crow – Opportunity North East, Chief Executive
- Steven Whyte – Aberdeen City Council, Head of Finance
- Alan Wood – Aberdeenshire Council, Head of Finance
- tbc – SE
- Derick Murray- NESTRANS, Director

vi. Depending on the business of the Programme Board, it is anticipated that other stakeholders involved in the delivery of specific City Region Deal Projects would be asked to attend specific Programme Board meetings, for example project specific input will be required for each workstream depending on the agenda of the Programme Board.

vii. The Programme Board will be chaired on a rotating basis by the Heads of Economic Development from the two Councils, aligning to the committee support provided to the Joint Committee, and therefore Aberdeen City Council would assume chair of the Board until May 2017.

## APPENDIX 1 – ABERDEEN CITY REGION DEAL STRUCTURE

