

## MEETING OF CLYDE GATEWAY URC

### Minute of Board Meeting of 7 November 2019

**Present:** Councillor John Anderson, South Lanarkshire Council, Chair  
Ian Manson, Chief Executive  
Councillor Greg Hepburn, Glasgow City Council  
Jim Watson, Scottish Enterprise (via telephone) [items 1 to 4.4]  
Stuart Patrick, Glasgow Business Representative  
Robert McLeary, South Lanarkshire Community Representative

**Apologies:** Councillor Mandy Morgan, Glasgow City Council  
Councillor Carol Nugent, South Lanarkshire Council  
Allan McQuade, Scottish Enterprise  
Anne Clyde, South Lanarkshire Business Representative  
Rosie Robertson, Glasgow Community Representative

**In attendance:** Alison Brown, Clyde Gateway  
Jim Clark, Clyde Gateway  
Clare Ferry, Clyde Gateway  
Lesley-Ann Logan, Clyde Gateway  
Barry Macintyre, Clyde Gateway  
Martin McKay, Clyde Gateway  
Ken Meek, South Lanarkshire Council  
Donna Brand (Minutes)

#### 1. Welcome, introductions, apologies and any declarations of interest.

Councillor John Anderson welcomed everyone to the meeting and advised that Jim Watson was joining via telephone.

Apologies were noted from Councillor Mandy Morgan, Councillor Carol Nugent, Allan McQuade, Anne Clyde and Rosie Robertson.

There were no declarations of interest.

#### 2. Minutes of previous meeting and matters arising.

The Minutes of the previous Board meeting of Clyde Gateway URC (CGURC) held on 4 September 2019 were submitted and approved. There were no matters arising.

#### 3. Chief Executive's Report

Ian Manson provided the following update:

- (1) highlighted the report and discussions at the Clyde Gateway Developments Limited (CGDL) Board in relation to the Shawfield link road, on the delays in acquiring the land for the project, further additional costs arising and that, although negotiations with the land owners were continuing, it would not now be possible to identify the funds for the project within the Funded Operating Plan;
- (2) the completion of the letting of the Albus and One Rutherglen Links;
- (3) that CG was continuing to support a project to put money advice services into local GP surgeries, and that an update would be brought to a future meeting of the Board; and

- (4) the recent administration of Sharc Highlands Ltd and the likely impact.

#### **4. Business**

##### **For approval**

#### **4.1 Funded Operating Plan – 2019/20 to 2020/21 (CG19(NOV)01)**

Barry Macintyre presented a report seeking approval of the latest version of the Funded Operating Plan which incorporated the results of the 6 month re-forecasting exercise. Barry outlined the re-forecasting exercise performance at the end of September and the Operating Plan comparison as detailed at Appendix 2 of the report.

After consideration, the Board

- (1) approved the results of the re-forecasting exercise performed at the end of September which were set out in the Funded Operating Plan at Appendix 1; and
- (2) noted that a Full Operating Plan would come to the Board for approval in December setting out the further range of activity which could be delivered over the next 3 financial years from 2020/21 to 2022/23 if the existing levels of grant awards were maintained and regeneration returns from land and investment property disposals were accelerated.

#### **4.2 Sustainable Transport Project – Clyde Gateway Bus Service (CG19(NOV)02)**

Alison Brown presented a report providing the Board with an update on the Clyde Gateway Sustainable Transport Project and following a review of options, sought approval subject to the tender outcome, to extend the contract duration of the Clyde Gateway bus service from January 2020 to January 2021, whilst exploring opportunities for a 'green' bus service.

Alison advised that since the appointment of JMB Travel Limited to deliver the service until 31st January 2020 using the surplus funds derived from fare revenues, which had been approved under delegated authority, there was a requirement to explore other options for provision of the service going forward as the remaining funds would be exhausted.

After consideration, the Board

- (1) noted the update on the Clyde Gateway Bus Service and the options appraisal for its future; and
- (2) approved the procurement exercise, via Strathclyde Partnership for Transport, of a new bus service provider for a further 12 months to January 2021, noting that the costs were currently estimated at £90,000 and, if confirmed by the tender outcome, could be approved under delegated authority.

#### **4.3 Risk Register – CG19(NOV)03)**

Jim Clark presented a report on the most recent Risk Register which was a working document regularly reviewed for relevance by the Clyde Gateway Executive Team.

The Risk Register had been discussed in detail by the Senior Management Team on 25 September 2019 and by the Audit & Evaluation Committee on 10 June 2019 with a view being reached that 3 of the scores attached to the existing risks should be adjusted.

After consideration, the Board approved the adjustments to Risks 3, 7 and 9 within the Corporate Risk Register and agreed the updated Risk Register containing the adjustments as set out in the Appendix to the report.

#### 4.4 Provision of External Audit and Corporation Tax Services (CG19(NOV)04)

Lesley-Ann Logan presented a report seeking approval for a 2 year extension to the existing appointment of Scott-Moncrieff for the provision of external audit and corporation tax services to CGURC and CGDL.

The services had been subject to a tendering exercise in 2016/17, with the Board appointing Scott-Moncrieff for a 3 year period with an optional extension of 2 more years. In August 2019 the Audit Committee had recommended approval of the contract extension but had sought assurances on fees and clarity over the new ownership and operating structure of Scott-Moncrieff.

The report set out the proposed fees for the next 2 years and in providing the details of the new ownership and structure, advised that the current existing engagement partners for external audit and taxation remained in place at present, as did the audit senior manager.

After consideration, the Board

- (1) noted the change in ownership of Scott-Moncrieff; and
- (2) approved a 2 year extension to the existing appointment of Scott-Moncrieff for the provision of external audit and corporation tax services to Clyde Gateway URC.

#### **For information**

#### 4.5 Increasing Economic Activity – Business Support and Engagement (CG19(NOV)05)

The Board noted a report by Clare Ferry providing an update on scope and scale of business support and engagement which had taken place across Clyde Gateway, highlighting specific examples including Clyde Gateway Inclusive Growth Skills Diagnostic, developments with the University of Strathclyde (the Enterprise Solutions project), and activities to increase health and wellbeing within local businesses.

The report also highlighted that an annual review of core business support services across Clyde Gateway had been used to compare levels of support against partners' wider areas, and included a comparative review of all delivery partners during the last financial year in Appendix 1 of the report, as well as an overview of current business support partners' products and services in Appendix 2 of the report.

#### 4.6 Regeneration Capital Grant Fund 2020/21 (CG19(NOV)06)

Alison Brown presented a report advising that 3 of the 5 applications to the Scottish Government's 2020/21 Regeneration Capital Grant Fund had been selected for the second and final award stage process, and that a delivery constraint meant 1 project had now been withdrawn leaving 2 detailed stage applications submitted. Alison advised that

- (1) a call for 2020/21 applications had been published in May 2019 with stage 1 applications submitted on 7 June 2019, and that Clyde Gateway had submitted 5 stage 1 applications totalling £27.75m of project costs and had sought grant support of £10.88m; and
- (2) notification had been received on 5 September 2019 that 3 projects had been selected to proceed to a stage 2 application which had to be submitted by 11 October 2019.

After consideration, the Board noted the report.

4.7 One Rutherglen Links – Lease agreement update (CG19(NOV)07)

The Board noted a report by Barry Macintyre advising of the terms of the employment support contribution agreement which had been concluded with Verastar Limited who had now entered into a lease for the remaining space at the One Rutherglen Links office building.

4.8 Finance Report – Period Ended 30 September 2019 (CG19(NOV)08)

Lesley-Ann Logan presented a report outlining the consolidated financial performance of both CGURC and CGDL for the 6 month period to 30 September 2019.

After consideration, the Board noted

- (1) the consolidated financial performance of both CGURC and CGDL for the 6 month period ended 30 September 2019; and
- (2) updates to the approved Funded Operating Plan to reflect budget approvals since the Plan was approved in March.

4.9 Delegated Authority Approvals – 6 months to 30 September 2019 (CG19(NOV)09)

The Board noted the project budget allocations approved under delegated authority for the 6 months from 1 April 2019 to 30 September 2019.

4.10 CGDL Board – Meeting of 4 September 2019 (CG19(NOV)10)

The Board noted the Agenda and Minutes of the CGDL Board meeting of 4 September 2019.

4.11 Health & Safety Committee – Meeting of 17 September 2019 (CG19(NOV)11)

The Board noted the Agenda and Minutes of the Health & Safety Committee of 17 September 2019.

4.12 Nominations & Remuneration Committee – Meeting of 14 October 2019 (CG19(NOV)12)

The Board noted an update by Barry Macintyre on the Resources Review – Voluntary Redundancy Policy which was the main agenda item for the last meeting of the Nominations & Remuneration Committee, advising that as the meeting had been inquorate the Chair, Jim Watson, who had been the only member present and was happy to approve the recommendation, had formally solicited the views of the other members by email on 16 October, to avoid the need for convening another session, and that sufficient feedback had been provided and consensus reached by the other members of the committee for the Voluntary Redundancy Policy to be approved.

4.13 Audit & Evaluation Committee – Meeting of 21 October (CG19(NOV)13)

The Board noted the Agenda and Minutes of the Audit & Evaluation Committee of 21 October 2019.

4.14 Community Committee – Meeting of 22 October 2019 (CG(NOV)14)

The Board noted the Agenda and Minutes of the Community Committee of 22 October 2019.

4.15 2020 Board Meeting Dates (CG(NOV)15)

The Board noted the 2020 meeting dates.

**5. Date, time and venue of next meeting.**

The next meeting will be held on Wednesday 18 December 2019 at 10:30 am in Red Tree Magenta.

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