

Minute

Policy and Resources Committee

Tuesday, 22 September 2020, 10:30.

Microsoft Teams.



Present

Councillors James W Stockan, W Leslie Manson, Stephen G Clackson, Alexander G Cowie, Norman R Craigie, Robin W Crichton, David Dawson, Andrew Drever, Barbara Foulkes, Steven B Heddle, J Harvey Johnston, Rachael A King, John T Richards, Stephen Sankey, John A R Scott, Gwenda M Shearer, Graham L Sinclair, Magnus O Thomson, Owen Tierney and Duncan A Tullock.

Clerk

- Hazel Flett, Senior Committees Officer.

In Attendance

- John W Mundell, Interim Chief Executive.
- Gavin Barr, Executive Director of Development and Infrastructure (for Items 1 to 14).
- Gillian Morrison, Interim Chief Officer/Executive Director, Orkney Health and Care (for Items 1 to 12).
- James Wylie, Executive Director of Education, Leisure and Housing (for Items 1 to 20).
- Gareth Waterson, Head of Finance.
- James Buck, Head of Marine Services, Transport and Harbour Master (for Items 1 to 20).
- Karen Greaves, Head of Executive Support (for Items 1 to 20).
- Hayley Green, Head of IT and Facilities (for Items 1 to 8).
- Andrew Groundwater, Head of HR and Performance.
- Gavin Mitchell, Head of Legal Services.
- Garry Burton, Sport and Leisure Service Manager (for Items 19 and 20).
- Jayne Venables, Islands Deal Project Manager (for Items 10 and 11).
- Luke Fraser, Team Leader (Policy and Planning) (for Items 11 to 14).

Observing

- Peter Diamond, Head of Education (Leisure, Culture and Inclusion) (for Items 19 and 20).
- Roddy Mackay, Head of Planning, Development and Regulatory Services (for Items 1 to 10).
- Darren Richardson, Head of Infrastructure and Strategic Projects (for Items 1 to 11).
- Frances Troup, Head of Housing, Homelessness and Schoolcare Accommodation Services (for Items 10 to 13).

- Shonagh Merriman, Accounting Manager (Corporate Finance) (for Items 1 to 6).
- Lorna Richardson, Strategic Policy and Projects Manager (for Items 10 and 11).
- Ian Rushbrook, Capital Programme Manager (for Items 1 to 5).
- Anna Whelan, Strategy Manager (for Items 4 to 14).
- David Hartley, Communications Team Leader (for Items 1 to 20).
- Andrew Hamilton, Performance and Best Value Officer (for Items 1 to 10).
- Alan Tait, Safety and Resilience Officer (for Items 1 to 8).

Declarations of Interest

- Councillor Andrew Drever – Item 20.
- Councillor John T Richards – Item 20.
- Councillor Stephen Sankey – Item 20.
- Councillor John A R Scott – Item 20.
- Councillor Gwenda M Shearer – Item 20.

Chair

- Councillor James W Stockan.

1. Disclosure of Exempt Information

The Committee noted the proposal that the public be excluded from the meeting for consideration of Items 19 to 22, as the business to be discussed involved the potential disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

2. Revenue Expenditure Outturn

2.1. Policy and Resources

After consideration of a joint report by the Chief Executive, the Executive Director of Development and Infrastructure and the Head of Finance, copies of which had been circulated, the Committee:

Noted:

2.1.1. The revenue expenditure outturn statement in respect of the undernoted services for financial year 2019/20, attached as Annex 1 to the joint report by the Chief Executive, the Executive Director of Development and Infrastructure and the Head of Finance, indicating a surplus position of £3,860,000:

- Central Administration.
- Law, Order and Protective Services.
- Other Services.

The Committee scrutinised:

2.1.2. The explanations given and actions proposed in respect of significant budget variances as outlined in the Budget Action Plan, attached as Annex 2 to the joint report by the Chief Executive, the Executive Director of Development and Infrastructure and the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

2.2. Summary

After consideration of a report by the Head of Finance, copies of which had been circulated, the Committee:

Noted the revenue expenditure outturn statement for financial year 2019/20, attached as Annex 1 to the report by the Head of Finance, indicating the following:

- A total General Fund underspend of £4,012,400.
- A deficit in Sources of Funding for General Fund Services of £15,200.
- A net Non-General Fund deficit of £16,244,100.

3. Revenue Expenditure Monitoring

3.1. Policy and Resources

After consideration of a joint report by the Chief Executive, the Executive Director of Development and Infrastructure and the Head of Finance, copies of which had been circulated, the Committee:

Noted:

3.1.1. The revenue financial summary statement in respect of the undernoted services for the period 1 April to 30 June 2020, attached as Annex 1 to the joint report by the Chief Executive, the Executive Director of Development and Infrastructure and the Head of Finance, indicating an underspend position of £100,400:

- Central Administration.
- Law, Order and Protective Services.
- Other Services.

3.1.2. The revenue financial detail by service area statement for the period 1 April to 30 June 2020, attached as Annex 2 to the joint report by the Chief Executive, the Executive Director of Development and Infrastructure and the Head of Finance.

The Committee scrutinised:

3.1.3. The explanations given and actions proposed in respect of significant budget variances as outlined in the Budget Action Plan, attached as Annex 3 to the joint report by the Chief Executive, the Executive Director of Development and Infrastructure and the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

3.2. Summary

After consideration of a report by the Head of Finance, copies of which had been circulated, the Committee:

Noted:

3.2.1. The summary revenue expenditure statement for the period 1 April to 30 June 2020, attached as Annex 1 to the report by the Head of Finance, indicating the following:

- A total General Fund overspend of £922,800.
- A deficit in Sources of Funding of £349,900.
- A net Non-General Fund surplus of £12,459,900.

3.2.2. The financial detail across individual Sources of Funding for the period 1 April to 30 June 2020, including significant variances identified as Priority Actions, attached as Annex 2 to the report by the Head of Finance.

The Committee scrutinised:

3.2.3. The explanations given and actions proposed in respect of significant budget variances as outlined in the Budget Action Plan, attached as Annex 3 to the report by the Head of Finance, and obtained assurance that action was being taken with regard to significant budget variances.

4. Capital Expenditure Outturn

After consideration of a report by the Head of Finance, copies of which had been circulated, the Committee:

Noted:

4.1. The summary outturn position of capital expenditure incurred for financial year 2019/20 in respect of the General and Non-General Fund capital programmes, as detailed in section 3.1 of the report by the Head of Finance, indicating a total underspend of £6,566,000 as at 31 March 2020, against approved budgets totalling £26,486,000.

The Committee scrutinised:

4.2. The detailed analysis of capital expenditure, together with project updates in respect of the General Fund and the Non-General Fund capital programmes, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance with regard to significant budget variances and on progress made with delivery of the approved programmes.

5. Capital Slippage and Acceleration

After consideration of a report by the Head of Finance, copies of which had been circulated, the Committee:

Noted:

5.1. The net slippage figure of £5,734,000 in relation to the General Fund and Non-General Fund capital programmes as at 31 March 2020.

5.2. That the Head of Finance had re-profiled the five year capital programmes in respect of the General Fund and the Non-General Fund, in order to reflect the net slippage and current timescales for completion of individual capital projects, with the revised programmes attached as Appendix 2 to the report by the Head of Finance.

The Committee resolved to **recommend to the Council:**

5.3. That the sum of £2,446,000 be carried forward from financial year 2019/20 to financial years 2020/21 and onwards in respect of net slippage on projects contained within General Fund capital programmes.

5.4. That the sum of £3,288,000 be carried forward from financial year 2019/20 to financial years 2020/21 and onwards in respect of slippage on projects contained within Non-General Fund capital programmes.

5.5. That the revised five year capital programme, attached as Appendix 1 to this Minute, be approved.

6. Treasury Management – Annual Report

After consideration of a report by the Head of Finance, copies of which had been circulated, the Committee:

Noted:

6.1. That the Bank of England Base Rate decreased from 0.75% to 0.25% on 11 March 2020 and then reduced further to 0.10% on 19 March 2020 in response to the global COVID-19 pandemic, with the Public Works Loans Board borrowing rates reducing correspondingly, with shorter term rates decreasing more than longer term rates.

6.2. That, although the strategic priority for Central Government and the Bank of England during 2019/20 was to maintain monetary and financial stability as the United Kingdom prepared to depart from the European Union, this was overtaken at the end of the financial year with the rise of the COVID-19 pandemic and the requirement to put emergency measures in place to ease the financial impact on the economy.

6.3. That, although there remained much uncertainty over interest rates, with the long-term trend prediction for rates to rise, the Council should be well placed to benefit from savings on loan charges over the longer term.

The Committee scrutinised:

6.4. The Annual Treasury Management Review for financial year 2019/20, attached as Appendix 1 to the report by the Head of Finance, and obtained assurance that the Treasury Management Practices had operated effectively.

7. Evaluation of Service Health and Safety Performance

After consideration of a report by the Executive Director of Development and Infrastructure, copies of which had been circulated, and after hearing a report from the Head of IT and Facilities, the Committee:

Scrutinised the Evaluation of Service Health and Safety Performance for 2019/20, attached as Appendix 1 to the report by the Executive Director of Development and Infrastructure, and obtained assurance.

8. Corporate Risk Management Policy and Strategy

After consideration of a report by the Executive Director of Development and Infrastructure, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing a report from the Head of IT and Facilities, the Committee:

Noted:

8.1. That the Risk Management Policy and Strategy, last revised in 2018, had been amended to reflect recommendations arising from an Internal Audit in relation to Corporate Governance and Risk Management, as well as adopting the approach to risk clusters taken by the Chartered Institute of Public Finance and Accountancy.

The Committee resolved to **recommend to the Council:**

8.2. That the Corporate Risk Management Policy and Strategy 2020 to 2022, attached as Appendix 2 to this Minute, be approved.

9. Local Government in Scotland: Overview 2020

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Head of HR and Performance, the Committee:

Noted:

9.1. The national audit report, Local Government in Scotland: Overview 2020, published by Audit Scotland in June 2020, attached as Appendix 1 to the report by the Executive Director of Education, Leisure and Housing, which provided a high-level, independent view of the key challenges and performance issues faced by Scottish councils.

9.2. That, although the national audit report was produced prior to the COVID-19 pandemic, after careful consideration by the Accounts Commission, it was published as it contained important messages which would be helpful as part of the recovery phase.

9.3. The key messages and recommendations contained within the national audit report, details of which were summarised in sections 4 and 5 respectively of the report by the Executive Director of Education, Leisure and Housing.

10. Climate Change

After consideration of a joint report by the Chief Executive and the Executive Director of Development and Infrastructure, copies of which had been circulated, the Committee:

Noted:

10.1. That, on 18 February 2020, the Policy and Resources Committee recommended:

- That the Chief Executive should give further consideration to the governance required to deliver the Council's response to climate change legislation and thereafter submit a report to the Committee by June 2020.
- That, notwithstanding Council policy of a moratorium on staff establishment increases, a post of Climate Change Project Officer, G10, be established, initially for a period of up to two years, to co-ordinate all climate change related policy and project work across the full range of Council services.
- That all costs associated with the post of Climate Change Project Officer, estimated at £70,000 per annum, be met from the Crown Estate net revenue allocation, in the event that no other specific Government funding was received by the Council in respect of climate change duties.

10.2. That, on 3 March 2020, when considering the recommendations above, the Council resolved that establishment of a post of Climate Change Project Officer be referred back to the Policy and Resources Committee for further consideration.

10.3. That the Climate Change (Emissions Reduction Targets) (Scotland) Act 2019 was enacted in October 2019 committing Scotland to a target of net-zero emissions of all greenhouse gases by 2045.

10.4. The establishment, by the Orkney Partnership, of a short life working group to develop a specific Orkney Climate Adaptation Plan, as outlined in section 5 of the joint report by the Chief Executive and the Executive Director of Development and Infrastructure, which would identify actions to contribute to a carbon neutral Orkney.

10.5. The current actions in the Council Delivery Plan, outlined in section 7 of the joint report by the Chief Executive and the Executive Director of Development and Infrastructure, which would also contribute positively to mitigating or adapting the impacts of climate change and the opportunity, through the impending mid-term review of the Council Plan, to embed climate change as a new Council priority with associated actions.

10.6. The scale of the tasks associated with development, implementation and monitoring of effective and target orientated climate change actions, as detailed in section 8 of the joint report by the Chief Executive and the Executive Director of Development and Infrastructure.

10.7. That the Crown Estate Scotland revenue funding for 2017/18, initially identified as a funding source for the proposed temporary post of Climate Change Project Officer, had been fully allocated, with the remaining unallocated balance being applied as a contribution to the Council's Coronavirus Response Fund.

10.8. That the Council had been awarded £1,042,993, as its share of the 2018/19 Crown Estate Scotland revenue, to be utilised in 2020/21.

10.9. That the Crown Estate Scotland funding was a valuable additional resource that would be of great benefit to the Council in aiding recovery from the COVID-19 pandemic, should it not be used as a source of funding for a commitment to the total costs of a temporary post of Climate Change Project Officer, currently estimated at £140,000.

10.10. That the recommendation at paragraph 10.11 below was contrary to the moratorium on staff establishment increases reaffirmed by the Council, at its General Meeting held on 3 March 2020.

Councillor W Leslie Manson, seconded by Councillor Stephen Sankey, moved that:

(1) Notwithstanding Council policy relating to the moratorium on staff establishment increases, a post of Climate Change Project Officer, G10, be established, initially for a period of 23 months, to co-ordinate all climate change related policy and project work across the full range of Council services.

(2) All costs associated with the temporary post of Climate Change Project Officer, estimated at £70,000 per annum, be met from the Crown Estate Scotland net revenue allocation, subject to no other specific Government funding being received by the Council to support compliance with its climate change duties.

Councillor Duncan A Tullock, seconded by Councillor David Dawson, moved an amendment that the Council should not establish a post of Climate Change Project Officer.

The result of a recorded vote was as follows:

For the Amendment:

Councillors Norman R Craigie, David Dawson, Barbara Foulkes, Owen Tierney and Duncan A Tullock (5).

For the Motion:

Councillors Alexander G Cowie, Robin W Crichton, Andrew Drever, Steven B Heddle, J Harvey Johnston, Rachael A King, W Leslie Manson, John T Richards, Stephen Sankey, John A R Scott, Gwenda M Shearer, Graham L Sinclair, James W Stockan and Magnus O Thomson (14).

Abstention:

Councillor Stephen G Clackson (1).

The motion was therefore carried and the Committee thereafter resolved to **recommend to the Council:**

10.11. That, notwithstanding Council policy relating to the moratorium on staff establishment increases, a post of Climate Change Project Officer, G10, be established, initially for a period of 23 months, to co-ordinate all climate change related policy and project work across the full range of Council services.

10.12. That all costs associated with the temporary post of Climate Change Project Officer, estimated at £70,000 per annum, be met from the Crown Estate Scotland net revenue allocation, subject to no other specific Government funding being received by the Council to support compliance with its climate change duties.

On the motion of Councillor W Leslie Manson, seconded by Councillor Stephen Sankey, the Committee resolved to **recommend to the Council:**

10.13. That, to assist with the Council's commitment to address the Climate Emergency, a short life Member/Officer Working Group, comprising eight members, with a remit to review what the Council was already doing to reduce its carbon footprint, and to consider and recommend new targets and priorities for inclusion in the Climate Adaptation Plan and the Council Plan, be established.

The Committee resolved to **recommend to the Council:**

10.14. That the following members be appointed to the Member/Officer Working Group referred to above;

- Councillor Alexander G Cowie.
- Councillor David Dawson.
- Councillor Stephen B Heddle.
- Councillor Rachael A King.
- Councillor W Leslie Manson.
- Councillor Stephen Sankey.
- Councillor John A R Scott.
- Councillor Gwenda M Shearer.

11. Islands Growth Deal – Progress Update

After consideration of a joint report by the Chief Executive and the Executive Director of Development and Infrastructure, copies of which had been circulated, the Committee:

Noted:

11.1. Progress with the Islands Deal, including achievement of the announcement by the UK Government on 23 July 2020, as set out in section 3 of the joint report by the Chief Executive and the Executive Director of Development and Infrastructure.

11.2. The proposed approach towards finalising the content of the Islands Deal, in particular with regard to the Orkney components, as set out in section 4 of the joint report by the Chief Executive and the Executive Director of Development and Infrastructure, including the process for Elected Member engagement.

The Committee resolved to **recommend to the Council:**

11.3. That the Strategic Outline Cases should be submitted to a Special General Meeting of the Council for approval, prior to submission to the UK and Scottish Governments, anticipated to be early October 2020.

11.4. That powers be delegated to the Chief Executive, in consultation with the undernoted members, to authorise the next key stage of the Islands Growth Deal, namely signing off the Heads of Terms Agreement, anticipated no later than 31 March 2021:

- Leader.
- Depute Leader.
- Chair, Development and Infrastructure Committee.
- Chair, Education, Leisure and Housing Committee.
- Chair, Orkney Health and Care Committee.

11.5. That development of the full Islands Growth Deal be reported regularly, to the Policy and Resources Committee, and thereafter subject to endorsement by the Council, with additional meetings called, if required.

12. Hope Cohousing Project

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Team Leader (Policy and Planning), the Committee:

Noted:

12.1. That Hope Cohousing was established in 2018 as an older person's cohousing co-operative seeking to develop five cohousing properties in St Margaret's Hope.

12.2. That Hope Cohousing had requested to purchase a plot of land at Taftingus Place, St Margaret's Hope, as detailed on the plan attached as Appendix 2 to the report by the Executive Director of Education, Leisure and Housing, valued at £30,000.

12.3. That Hope Cohousing had developed its project over the last two years with input from Housing Services and was hoping to lodge an application to the Islands Housing Fund over the coming months.

12.4. That the Council had been awarded £1,042,993, as its share of the 2018/19 Crown Estate Scotland revenue, to be utilised in 2020/21.

12.5. That the Crown Estate Scotland funding was a valuable additional resource that would be of great benefit to the Council in aiding recovery from the COVID-19 pandemic, should it not be used as a source of grant funding to Hope Cohousing.

Councillor James W Stockan, seconded by Councillor David Dawson, moved that:

(1) Subject to a successful Islands Housing Fund application and a full funding package being secured, the site at Taftingus Road, St Margaret's Hope, be sold to Hope Cohousing, at valuation, on terms and conditions to be determined by the Solicitor to the Council.

(2) A grant of £25,000 be awarded to Hope Cohousing towards the purchase price of the site at Taftingus Place, St Margaret's Hope, to be funded from the Crown Estate Scotland revenue funding received for financial year 2020/21.

Councillor Stephen Sankey, seconded by Councillor John T Richards, moved an amendment that:

(1) Subject to a successful Islands Housing Fund application and a full funding package being secured, the site at Taftingus Road, St Margaret's Hope, be sold to Hope Cohousing, at a price of £25,000, on terms and conditions to be determined by the Solicitor to the Council.

(2) A grant of £25,000 be awarded to Hope Cohousing towards the purchase price of the site at Taftingus Place, St Margaret's Hope, to be funded from the Crown Estate Scotland revenue funding received for financial year 2020/21.

The result of a recorded vote was as follows:

For the Amendment:

Councillors Stephen G Clackson, Alexander G Cowie, Norman R Craigie, Robin W Crichton, Barbara Foulkes, Steven B Heddle, J Harvey Johnston, John T Richards, Stephen Sankey, John A R Scott, Gwenda M Shearer and Owen Tierney (12).

For the Motion:

Councillors David Dawson, Andrew Drever, Rachael A King, W Leslie Manson, Graham L Sinclair, James W Stockan, Magnus O Thomson and Duncan A Tullock (8).

The amendment was therefore carried and the Committee thereafter resolved to **recommend to the Council:**

12.6. That, subject to a successful Islands Housing Fund application and a full funding package being secured, the site at Taftingus Road, St Margaret's Hope, referred to at paragraph 12.2 above, be sold to Hope Cohousing, at a price of £25,000, on terms and conditions to be determined by the Solicitor to the Council.

12.7. That a grant of £25,000 be awarded to Hope Cohousing towards the purchase price of the site at Taftingus Place, St Margaret's Hope, to be funded from the Crown Estate Scotland revenue funding received for financial year 2020/21.

13. Shapinsay Development Trust

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Team Leader (Policy and Planning), the Committee:

Noted:

13.1. That, on 7 June 2017, the Education, Leisure and Housing Committee recommended that powers be delegated to the Executive Director of Corporate Services, in consultation with the Executive Director of Education, Leisure and Housing, to negotiate and conclude the sale or lease of Shapinsay Schoolhouse, to Shapinsay Development Trust, in order to support delivery of affordable housing, on terms and conditions to be determined by the Solicitor to the Council.

13.2. That Shapinsay Development Trust had submitted an offer of £135,000 in respect of Shapinsay Schoolhouse, which was held on the Housing Revenue Account and valued at £150,000.

13.3. That Shapinsay Development Trust had requested a contribution of £15,000 from the Council towards the cost of its Island Housing project, through a discounted purchase price for Shapinsay Schoolhouse.

13.4. That Shapinsay Development Trust had been awarded the undernoted funding in respect of a project to renovate two properties, with total project costs of £549,123:

- Scottish Land Fund – £237,123.
- Islands Housing Fund – £185,000.

13.5. That the Council had been awarded £1,042,993, as its share of the 2018/19 Crown Estate Scotland revenue, to be utilised in 2020/21.

13.6. That the Crown Estate Scotland funding was a valuable additional resource that would be of great benefit to the Council in aiding recovery from the COVID-19 pandemic, should it not be used as a source of grant funding to Shapinsay Development Trust.

On the motion of Councillor James W Stockan, seconded by Councillor Stephen G Clackson, the Committee resolved to **recommend to the Council**:

13.7. That a grant of £15,000 be awarded to Shapinsay Development Trust towards the purchase price of Shapinsay Schoolhouse, to be funded from the Crown Estate Scotland revenue funding received for financial year 2020/21.

14. Highlands and Islands Airports Ltd

Island Communities Impact Assessment on Air Traffic Management Strategy

After consideration of a joint report by the Chief Executive and the Executive Director of Development and Infrastructure, copies of which had been circulated, and after hearing a report from the Head of Marine Services, Transport and Harbour Master, the Committee:

Noted:

14.1. That consultants had been commissioned by Highlands and Islands Airports Ltd to undertake an independent assessment of the impacts of changes to air traffic control arrangements at six airports in the Highlands and Islands, including Kirkwall.

14.2. That a significant element of the assessment was an Island Communities Impact Assessment, to be conducted in accordance with the provision for island communities impact assessments as set out in the Islands (Scotland) Act 2018 but not yet in force.

14.3. That the Council had been invited to participate in a consultation exercise, commissioned by Highlands and Islands Airports Ltd, to inform the Island Communities Impact Assessment, for which responses were required by 30 September 2020.

14.4. That the consultation was concerned solely with the impact on communities of the Air Traffic Management Strategy programme and how outcomes for those communities might be improved or mitigated and was not a review of the Air Traffic Management Strategy programme itself.

14.5. The Council's draft response to the consultation, commissioned by Highlands and Islands Airports Ltd, to inform the Island Communities Impact Assessment, attached as Appendix 1 to the joint report by the Chief Executive and the Executive Director of Development and Infrastructure.

The Committee resolved to **recommend to the Council:**

14.6. That, subject to amendments as proposed by members, the Council's response to the consultation, commissioned by Highlands and Islands Airports Ltd, to inform the Island Communities Impact Assessment, referred to at paragraph 14.5 above, be approved.

The Committee noted:

14.7. That, due to the time constraints involved, the Chief Executive may be requested to exercise emergency powers to authorise submission of the response, referred to at paragraph 14.6 above, prior to approval by the Council, in order to meet the deadline for submission of responses of 30 September 2020.

15. Pension Fund Sub-committee, together with Pension Board

After consideration of the draft Minute of the Meeting of the Pension Fund Sub-committee, together with the Pension Board, held on 27 August 2020, copies of which had been circulated, the Committee:

Resolved, on the motion of Councillor W Leslie Manson, seconded by Councillor Rachael A King, to approve the Minute of the Meeting of the Pension Fund Sub-committee, together with the Pension Board, held on 27 August 2020, attached as Appendix 3 to this Minute, as a true record.

16. Police and Fire Sub-committee

After consideration of the draft Minute of the Meeting of the Police and Fire Sub-committee held on 1 September 2020, copies of which had been circulated, the Committee:

Resolved:

16.1. On the motion of Councillor Andrew Drever, seconded by Councillor David Dawson, to approve the Minute of the Meeting of the Police and Fire Sub-committee held on 1 September 2020 as a true record.

The Committee resolved to **recommend to the Council:**

16.2. That the recommendation at paragraph 2.4 of the Minute of the Meeting of the Police and Fire Sub-committee held on 1 September 2020, attached as Appendix 4 to this Minute, be approved.

17. Investments Sub-committee

After consideration of the draft Minute of the Meeting of the Investments Sub-committee held on 3 September 2020, copies of which had been circulated, the Committee:

Resolved, on the motion of Councillor W Leslie Manson, seconded by Councillor James W Stockan, to approve the Minute of the Meeting of the Investments Sub-committee held on 3 September 2020, attached as Appendix 5 to this Minute, as a true record.

18. Exclusion of Public

On the motion of Councillor James W Stockan, seconded by Councillor W Leslie Manson, the Committee resolved that the public be excluded for the remainder of the meeting, as the business to be considered involved the disclosure of exempt information of the classes described in the relevant paragraphs of Part 1 of Schedule 7A of the Local Government (Scotland) Act 1973 as amended.

19. Asset Management Sub-committee

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraphs 2, 6, 8 and 9 of Part 1 of Schedule 7A of the Act.

After consideration of the draft Minute of the Meeting of the Asset Management Sub-committee held on 1 September 2020, copies of which had been circulated, the Committee:

Resolved, on the motion of Councillor W Leslie Manson, seconded by Councillor James W Stockan, to approve the Minute of the Meeting of the Asset Management Sub-committee held on 1 September 2020, attached as Appendix 6 to this Minute, as a true record.

20. Pickaquoy Centre Trust

Budget Shortfall

Councillors Andrew Drever, John T Richards, Stephen Sankey, John A R Scott and Gwenda M Shearer declared non-financial interests in this item, being Council-appointed trustees of the Pickaquoy Centre Trust, but concluded that their interests did not preclude their involvement in the discussion.

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraphs 4 and 6 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Sport and Leisure Service Manager, the Committee:

Resolved to **recommend to the Council** what action should be taken with regard to a budget shortfall experienced by the Pickaquooy Centre Trust.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

**Please refer to the Minute of the General Meeting of the Council held on
6 October 2020.**

The Committee **suspended Standing Orders** in order to continue the meeting beyond 17:00.

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21. Education, Leisure and Housing – Management Structure

The Committee noted that this report had been withdrawn.

22. Governance Arrangements

Under section 50A(4) of the Local Government (Scotland) Act 1973, the public had been excluded from the meeting for this item on the grounds that it involved the disclosure of exempt information as defined in paragraph 1 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Chief Executive, copies of which had been circulated, the Committee:

Resolved to **recommend to the Council** what action should be taken with regard to governance arrangements.

The above constitutes the summary of the Minute in terms of the Local Government (Scotland) Act 1973 section 50C(2) as amended by the Local Government (Access to Information) Act 1985.

23. Conclusion of Meeting

At 17:45 the Chair declared the meeting concluded.

Signed: James W Stockan.