

## **Minute**

### **Asset Management Sub-committee**

Tuesday, 25 March 2025, 09:30.

Council Chamber, Council Offices, School Place, Kirkwall.



### **Present**

Councillors Alexander G Cowie, Steven B Heddle, Kristopher D Leask, Janette A Park, Ivan A Taylor and Heather N Woodbridge.

### **Present via remote link (Microsoft Teams)**

Councillor Mellissa-Louise Thomson.

### **Clerk**

- Sandra Craigie, Committees Officer.

### **In Attendance**

- Hayley Green, Corporate Director for Neighbourhood Services and Infrastructure.
- Erik Knight, Head of Finance.
- Kenny MacPherson, Head of Property, Asset Management and Facilities.
- Lorna Richardson, Head of Neighbourhood Services.
- Thomas Aldred, Service Manager (ICT).
- Graeme Christie, Service Manager (Estates).
- Michael Scott, Solicitor.
- Gwyn Evans, Strategic Projects.

### **In Attendance via remote link (Microsoft Teams)**

- Glen Thomson, Service Manager (Property and Capital Projects).

### **Declarations of Interest**

- No declarations of interest were intimated.

### **Chair**

- Councillor Alexander G Cowie.

## **1. Information Technology Capital Replacement Programme**

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, copies of which had been circulated, and after hearing a report from the Service Manager (ICT), the Sub-committee:

Resolved, in terms of delegated powers:

**1.1.** That the Information Technology Capital Replacement Programme for 2025/26, together with the indicative programme for 2026/27, attached as Appendices 1 and 2 to this Minute, to be funded from the allocation of £600,000 per annum within the Council's current approved capital programme, be approved.

**1.2.** That powers be delegated to the Corporate Director for Neighbourhood Services and Infrastructure, in consultation with the Head of Finance, to adjust the two-year programme, referred to at paragraph 1.1 above, as variations arose in order to maximise use of the annual capital allocation.

## **2. Exclusion of Public**

On the motion of Councillor Alexander G Cowie, seconded by Councillor Kristopher D Leask, the Sub-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.

## **3. Corporate Asset Maintenance and Improvement Programmes**

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 9 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, copies of which had been circulated, and after hearing a report from the Service Manager (Property and Capital Programme), the Sub-committee:

Noted:

**3.1.** That, for each of financial years 2025/26, 2026/27 and 2027/28, the Council had determined that the Corporate Capital Improvement Programme be increased to £2,000,000 per annum.

**3.2.** That the budget for 2025/26 had been further increased by £115,000, following the award of additional General Capital Grant from the Scottish Government in recognition of the climate emergency.

The Sub-committee resolved, in terms of delegated powers:

**3.3.** That the undernoted programmes for 2025/26, together with provisional programmes for 2026/27 and 2027/28, attached as Appendices 3 to 6 to this report, be approved:

- Revenue Repairs and Maintenance Programme, to be funded from the allocation of £1,866,500 per annum set annually as part of the budget setting process.

- Strategic Reserve Fund Revenue Repairs and Maintenance Programme, to be funded from the allocation of £134,900 per annum set annually as part of the budget setting process.
- Capital Improvement Programme, to be funded from the approved allocations set out at paragraphs 3.1 and 3.2 above.
- Strategic Reserve Fund Capital Improvement Programme, to be funded from the allocation of £118,600 per annum within the approved capital programme.

**3.4.** That powers be delegated to the Corporate Director for Neighbourhood Services and Infrastructure, in consultation with the Head of Finance, to adjust the three-year programmes, referred to at paragraph 3.3 above, as variations arose and in order to maximise use of the annual budget allocations.

Councillor Heather N Woodbridge joined the meeting during discussion of this item.

#### **4. Plant and Vehicle Replacement Programme**

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 8 of Part 1 of Schedule 7A of the Act.

After consideration of a report by the Corporate Director for Neighbourhood Services and Infrastructure, copies of which had been circulated, and after hearing a report from the Head of Neighbourhood Services, the Sub-committee:

Resolved, in terms of delegated powers:

**4.1.** That the Plant and Vehicle Replacement Programmes for 2025/26 and 2026/27, together with the indicative programme for 2027/28, attached as Appendix 7 to this Minute, be approved.

**4.2.** That powers be delegated to the Corporate Director for Neighbourhood Services and Infrastructure, in consultation with the Head of Finance, to adjust the programmes referred to at paragraph 4.1 above, as variances arose and in order to maximise use of the annual capital allocation.

#### **5. Conclusion of Meeting**

At 10:03 the Chair declared the meeting concluded.

Signed: Alexander G Cowie.