

Item: 18

Asset Management Sub-committee: 2 September 2025.

1. Recommendations

It is recommended:

1.1.

That the Committee approves the attached minute as a true record.

2. Appendix

Draft Minute of the Meeting of the Asset Management Sub-committee held on 2 September 2025.

Minute

Asset Management Sub-committee

Tuesday, 2 September 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, Director of Infrastructure and Organisational Development.
- Kenny MacPherson, Head of Property and Asset Management.
- Thomas Aldred, Service Manager (ICT).
- Shonagh Merriman, Service Manager (Corporate Finance).
- Glen Thomson, Service Manager (Property and Capital Projects).
- Michael Scott, Solicitor.
- Gwyn Evans, Strategic Projects.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor Alexander G Cowie.

1. Revenue Expenditure Outturn

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

1.1. The revenue financial summary statement in respect of service areas for which the Asset Management Sub-committee was responsible, for financial year 2024/25, attached as Annex 1 to the report by the Head of Finance, indicating a budget overspend position of £1,633,800.

1.2. The revenue financial detail by service area statement in respect of service areas for which the Asset Management Sub-committee was responsible, for financial year 2024/25, attached as Annex 2 to the report by the Head of Finance.

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 report by the Head of Finance.

2. Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

2.1. The revenue financial summary statement in respect of service areas for which the Asset Management Sub-committee was responsible, for the period 1 April to 30 June 2025, attached as Annex 1 to the report by the Head of Finance, indicating a budget surplus position of £229,700.

2.2. The revenue financial detail by service area statement in respect of service areas for which the Asset Management Sub-committee was responsible, for the period 1 April to 30 June 2025, attached as Annex 2 to the report by the Head of Finance.

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.

3. Corporate Asset Maintenance Programmes

Revenue Expenditure Outturn

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

3.1. The summary position of expenditure incurred for financial year 2024/25 in respect of the approved corporate asset maintenance programmes, as detailed in section 1.4 of the report by the Head of Finance.

3.2. The detailed analysis of expenditure figures and programme updates in respect of the approved corporate asset maintenance programmes for 2024/25, attached as Appendix 1 to the report by the Head of Finance.

4. Corporate Asset Maintenance Programmes

Revenue Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

4.1. The summary position of expenditure incurred, as at 30 June 2025, in respect of the approved corporate asset maintenance programmes for 2025/26, as detailed in section 1.4 of the report by the Head of Finance.

4.2. The detailed analysis of expenditure figures and programme updates in respect of the approved corporate asset maintenance programmes for 2025/26, attached as Appendix 1 to the report by the Head of Finance.

5. Corporate Asset Improvement Programmes

Capital Expenditure Outturn

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

5.1. The summary outturn position of expenditure incurred for financial year 2024/25 in respect of the approved corporate asset improvement programmes, as detailed in section 1.4 of the report by the Head of Finance.

5.2. The detailed analysis of expenditure figures and programme updates in respect of the approved corporate asset improvement programmes for 2024/25, attached as Appendix 1 to the report by the Head of Finance.

6. Corporate Asset Improvement Programmes

Capital Expenditure Monitoring

After consideration of a report by the Head of Finance, copies of which had been circulated, and after hearing a report from the Service Manager (Corporate Finance), the Sub-committee:

Noted:

6.1. The summary position of expenditure incurred as at 30 June 2025 in respect of the approved corporate asset improvement programmes for 2025/26, as detailed in section 1.4 of the report by the Head of Finance.

6.2. The detailed analysis of expenditure figures and programme updates in respect of the approved corporate asset improvement programmes for 2025/26, attached as Appendix 1 to the report by the Head of Finance.

7. Information Technology Strategy – Delivery Plan Update

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

Noted the updated IT and Cyber Security Delivery Plan, attached as Appendix 1 to the report by the Director of Infrastructure and Organisational Development.

8. Conclusion of Meeting

At 10:02 the Chair declared the meeting concluded.

Signed: Alexander G Cowie.