

Minute

Policy and Resources Committee

Tuesday, 16 February 2021, 09:30.

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, Duncan A Tullock and Heather N Woodbridge.

Clerk

- Hazel Flett, Senior Committees Officer.

In Attendance

- John W Mundell, Interim Chief Executive.
- Gavin Barr, Executive Director of Development and Infrastructure.
- James Wylie, Executive Director of Education, Leisure and Housing.
- Gareth Waterson, Head of Finance.
- Gavin Mitchell, Head of Legal Services.
- James Buck, Head of Marine Services and Transportation.
- Darren Richardson, Head of Infrastructure and Strategic Projects (for Items 1 to 14).
- Karen Greaves, Head of Executive Support.
- Hayley Green, Head of IT and Facilities (for Items 4 to 21).
- Andrew Groundwater, Head of HR and Performance.
- James Lyon, Interim Head of Children and Families and Criminal Justice and Chief Social Work Officer (for Items 1 to 16).
- Frances Troup, Head of Housing, Homelessness and Schoolcare Accommodation Services (for Items 15 to 21).
- Shona Croy, Strategic Adviser (Renewables and Connectivity) (for Items 1 to 7).
- David Sawkins, Deputy Harbour Master (Strategy and Support) (for Items 17 and 18).
- Stuart Allison, Economic Development Manager (for Items 15 to 22).
- Garry Burton, Sport and Leisure Service Manager (for Items 15 to 20).
- Laura Cromarty, Transportation Manager (for Items 15 to 17).
- Lorna Richardson, Strategic Policy and Projects Manager (for Items 1 to 12).
- Ian Rushbrook, Capital Programme Manager (for Items 1 to 21).
- Susan Shearer, Planning Manager (Development and Marine Planning) (for Items 15 to 21).

- Emma Chattington, Equalities Officer (for Items 1 to 6).
- Luke Fraser, Team Leader (Policy and Planning) (for Items 15 to 21).

Observing

- Lynda Bradford, Acting Head of Health and Community Care (for Items 1 to 14).
- Graeme Christie, Estates Manager (for Items 20 and 21).
- Rosemary Colsell, Procurement Manager (for Item 17).
- Steven Burnett, Education Resources Manager (for Items 15 to 17).
- Les Donaldson, Safety and Resilience Manager (for Items 1 to 5).
- Kenny MacPherson, IT Service Manager (for Item 7).
- David Hartley, Communications Team Leader (for Items 15 to 25).
- Rebecca McAuliffe, Press Officer (for Items 2 to 14).

Declarations of Interest

- Councillor J Harvey Johnston – Item 24.
- Councillor Rachael A King – Item 19.
- Councillor Gwenda M Shearer – Item 18.

Chair

- Councillor James W Stockan.

1. Disclosure of Exempt and Confidential Information

The Committee noted:

1.1. The proposal that the public be excluded from the meeting for consideration of Items 15 to 19 and 21 to 24, 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.

1.2. That, as Item 20 contained confidential information of the class described in Section 50A(3)(a) of the Local Government (Scotland) Act 1973 as amended, the public must be excluded from the meeting for consideration of that Item.

2. Revenue Expenditure Monitoring

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 financial summary statement in respect of the undernoted services for the period 1 April to 31 December 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 overspend position of £13,100:

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

2.1.2. The revenue financial detail by Service Area statement for the period 1 April to 31 December 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:

2.1.3. 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.

2.2. Summary

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

Noted:

2.2.1. The summary revenue expenditure statement for the period 1 April to 31 December 2020, attached as Annex 1 to the report by the Head of Finance, indicating the following:

- A total General Fund overspend of £294,500.
- A deficit in Sources of Funding of £87,600.
- A net Non-General Fund surplus of £27,250,700.

2.2.2. The financial detail across individual Sources of Funding for the period 1 April to 31 December 2020, including significant variances identified as Priority Actions, attached as Annex 2 to the report by the Head of Finance.

The Committee scrutinised:

2.2.3. 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.

3. Capital Expenditure Monitoring

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

Noted:

3.1. The summary financial position, as at 31 December 2020, in respect of the approved General Fund and Non-General Fund capital programmes, as detailed in section 3.1 of the report by the Head of Finance, indicating the following:

- Actual expenditure incurred as at 31 December 2020 of £11,700,000.
- Annual budget of £26,704,000, which reflected slippage and current timescales for completion of individual projects.
- Probable outturn as at 31 March 2021 of £20,156,000.

The Committee scrutinised:

3.2. The detailed analysis of capital expenditure, together with project updates in respect of the General Fund and 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 being made with delivery of the approved capital programmes.

Councillors Barbara Foulkes and J Harvey Johnston joined the meeting at this point.

4. Treasury Management Strategy Statement and Annual Investment Strategy

After consideration of a report by the Head of Finance, together with an Equality Impact Assessment, copies of which had been circulated, the Committee:

Resolved to **recommend to the Council** that the Treasury Management Strategy Statement and Annual Investment Strategy, attached as Appendix 1 to this Minute, be approved for financial year 2021/22.

5. Health and Safety Policy

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:

5.1. That a Health and Safety Policy was a statutory requirement in accordance with the Health and Safety at Work etc Act 1974.

5.2. That, since the Health and Safety Policy was last approved in July 2018, the Council had implemented a health and safety system based upon the Health and Safety Executive's HSG65 "Managing for Health and Safety", with a view to reducing the number of health and safety related policies and subsuming them as guidance associated with the overarching Health and Safety Policy.

5.3. The associated guidance relating to the undernoted matters, attached as Appendices 3 to 6 to the report by the Executive Director of Development and Infrastructure, which would be subsumed into the revised overarching Health and Safety Policy as operational guidance:

- Risk Assessment Guidance.
- Control of Substances Hazardous to Health Guidance.
- Display Screen Equipment Guidance.
- Adverse Event Reporting and Investigation Guidance.

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

5.4. That the Health and Safety Policy, attached as Appendix 2 to this Minute, be approved.

6. Addressing Pay Gap for Gender and Race

After consideration of a report by the Executive Director of Education, Leisure and Housing, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing reports from the Head of HR and Performance and the Equalities Officer, the Committee:

Noted:

6.1. That, in terms of the Equality Act 2010, the Council had a duty to publish gender pay gap information and an equal pay statement, including occupational segregation information.

6.2. The analysis of demographics of Orkney and workforce data of Orkney Islands Council in relation to Gender, attached as Appendix 1 to the report by the Executive Director of Education, Leisure and Housing.

6.3. That, following an inquiry by the Scottish Parliament's Equalities and Human Rights Committee, that Committee had requested all public authorities to provide a commitment to take a minimum of three new actions to address their organisation's specific issues in relation to reducing the ethnicity pay gap and to ensure there were more minority ethnic people in senior positions.

6.4. The initial analysis of demographics of Orkney and workforce data for Orkney Islands Council in relation to Race, attached as Appendix 2 to the report by the Executive Director of Education, Leisure and Housing.

6.5. That future reporting by the Council on pay gap and occupational segregation information would include data on gender, race and disability.

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

6.6. That consideration of the Gender Pay Gap Action Plan, together with the three actions identified as the Council's commitment in response to the Scottish Parliament's Equality and Human Rights Committee's request, be deferred, to enable the Executive Director of Education, Leisure and Housing to undertake consultation with the Youth Forum.

6.7. That the Executive Director of Education, Leisure and Housing should submit a report, to the next available meeting of the Committee, on the outcome of the consultation with the Youth Forum, together with a revised Gender Pay Gap Action Plan.

Councillors Andrew Drever and Magnus O Thomson joined the meeting during discussion of this item.

7. Orkney Digital 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 Strategic Adviser (Renewables and Connectivity), the Committee:

Noted:

7.1. That an estimated 35% of homes and businesses in Orkney were not connected to a network capable of delivering 30 megabits per second (mbps) or more, which was far poorer than the estimate of 5% elsewhere in Scotland.

7.2. That the impacts of the COVID-19 pandemic and subsequent lockdown measures had emphasised the importance of connectivity, with those people and places where broadband coverage was extremely inadequate having suffered more from disruption to daily living than those with robust connections.

7.3. That, in 2017, the Scottish Government launched the Reaching 100% programme (R100) with the aim of having full coverage in Scotland for all premises with a minimum speed for 30mbps.

7.4. That, despite many years of political comment from the Scottish Government, it was unclear what the R100 programme would deliver in Orkney, although it was highly likely that, as a result of current Government funding proposals, Orkney would remain well below the next generation of broadband speeds at gigabit levels.

7.5. That Orkney's wholesale broadband infrastructure was solely operated and utilised by the UK's largest national provider of telecommunications and therefore, while domestic consumers may contract with different market providers, those providers essentially rebadged the same infrastructure, which made changing provider of broadband unlikely to deliver any major improvements in speed.

7.6. That 5G technologies could offer a viable route to provide both high speed fixed wireless access and 4G services to Orkney, with trials ongoing to determine technical and financial viability.

7.7. That the Council was part of a Scottish Government-subsidised IT network, the SWAN network, which provided connectivity to 14 premises on the islands, with the contract due to end in 2022/23, thereby creating an opportunity to investigate cost-effective alternatives that could provide faster and more reliable internet connections.

Councillor James W Stockan, seconded by Councillor Robin W Crichton, moved that the Executive Director of Development and Infrastructure should procure the services of a specialist consultant to develop a Digital Strategy for the islands that recommended a clear strategic plan to deliver a gigabit capable network.

Councillor Steven B Heddle, seconded by Councillor David Dawson, moved an amendment that consideration of developing a strategic plan to deliver a gigabit capable network be deferred until the extent of the R100 rollout and the aligned intervention areas were known.

The result of a recorded vote was as follows:

For the Amendment:

Councillors Stephen G Clackson, Alexander G Cowie, David Dawson, Andrew Drever, Steven B Heddle, J Harvey Johnston, John A R Scott, Owen Tierney and Duncan A Tullock (9).

For the Motion:

Councillors Norman R Craigie, Robin W Crichton, Barbara Foulkes, Rachael A King, W Leslie Manson, John T Richards, Stephen Sankey, Gwenda M Shearer, Graham L Sinclair, James W Stockan and Heather N Woodbridge (11).

The motion was therefore carried.

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

7.8. That the Executive Director of Development and Infrastructure should procure the services of a specialist consultant to develop a Digital Strategy for the islands that recommended a clear strategic plan to deliver a gigabit capable network.

7.9. That the remit for the consultancy should focus on the following matters:

- Network planning to deliver gigabit connectivity to 100% of Orkney.
- Assessment of the options for the Council network post SWAN and whether it could deliver both cost savings and income generation to the Council and assist the establishment of a viable network covering all of the Orkney Islands.
- Assessment of the options to provide sustainable connectivity solutions to those areas where geography and distance created physical challenges, particularly the outer islands:
 - Determine options to realise plans for delivering gigabit connectivity.
 - Determine sources of finance for connectivity solutions optimising the use of Government grants and quantify funding gaps.
 - Evaluate the extent of the ability of national solutions, for example R100, to deliver for Orkney communities.
 - Recommend a route map for delivery having assessed the above.

7.10. That the Executive Director of Development and Infrastructure should submit a report, to a meeting of the Committee no later than September 2021, presenting a draft Orkney Digital Strategy and delivery plan.

**Please refer to the Minute of the General Meeting of the Council held on
2 March 2021.**

Councillor Magnus O Thomson left the meeting during discussion of this item.

8. Islands Deal

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 Strategic Policy and Projects Manager, the Committee:

Noted:

8.1. That, since the announcement in July 2020 by the UK and Scottish Governments of funding for an Islands Deal of £100 million, work had continued to further define and develop the individual projects which would make up the Deal.

8.2. The expectation that Heads of Terms for the Deal would be signed in March 2021, with the full Deal signed towards the end of 2021, following finalisation of the Full Business Cases for each project.

8.3. That, in October 2018, the Council agreed that further budgetary provision of £400,383 be allocated to progress the Islands Deal, to be met from the Renewables, Regeneration and Redevelopment Fund.

8.4. That, as at 31 March 2021, it was anticipated that a remaining balance of £166,503 would be available from the further budgetary provision of £400,383.

8.5. That implementation of the Deal would require the establishment of a Programme Management Office, led by a Programme Director, with all associated costs to be shared equally by the three Island Councils.

8.6. That the Council's share of the costs of the Programme Director for the initial three years, estimated at £30,000 per annum, could be met from the remaining balance referred to at paragraph 8.4 above.

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

8.7. That the balance remaining on the original allocation from the Renewables, Regeneration and Redevelopment Fund, in respect of progressing the Islands Deal, amounting to £166,503, be utilised as follows:

- To fund the Council's share of the costs of the Programme Director for three years, estimated at a total cost of £90,000.
- To progress finalisation of the Deal by enabling specialist external support to develop Final Business Cases for each Deal project.
- To enable any necessary temporary project resource requirements required to manage the transition to the Programme Management Office.

8.8. That, following final definition of the resource requirements of the Programme Management Office, the Chief Executive and the Executive Director of Development and

Infrastructure should submit a joint report, to the next available meeting of the Committee, detailing any necessary additional funding.

9. Burial Grounds

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 Infrastructure and Strategic Projects, the Committee:

Noted:

9.1. That, on 24 November 2020, when considering various options in respect of the resource requirements associated with full implementation of the revised Burial Grounds Code of Practice, the Policy and Resources Committee recommended that Option 4, being the provision of additional resource to ensure full implementation of the endorsed Burial Grounds Code of Practice, at a total cost of £250,000 over five years, be considered as a service pressure in the revenue budget setting process for 2021/22, to which a contribution of £133,500 from the Repairs and Renewal Fund was available.

9.2. That, on 8 December 2020, when considering the recommendation from the Policy and Resources Committee detailed above, the Council resolved that the provision of additional resource to ensure full implementation of the endorsed Burial Grounds Code of Practice be referred back to the Policy and Resources Committee for further consideration.

9.3. The resource considerations in respect of the four options, together with the risks and benefits of each option, as detailed in sections 4 and 5 respectively of the report by the Executive Director of Development and Infrastructure.

9.4. That, although significant additional resource was recognised and required, Option 4 remained the only option that would ensure all recommendations of the Internal Audit report were met, as well as providing appropriate and adequate resources to ensure compliance with Government regulations and guidance, safety inspections to ensure the integrity of monuments and comprehensive communications with local populations around any necessary remedial works.

Councillor James W Stockan, seconded by Councillor Graham L Sinclair, moved that:

- Option 4, being the provision of additional resource to ensure full implementation of the endorsed Burial Grounds Code of Practice, at a total cost of £247,000 over five years, be approved.
- In order to secure the funding required to implement Option 4, powers be delegated to the Head of Finance to make a contribution of £113,500 to the Repairs and Renewals Fund, to be met from any General Fund underspend in 2020/21 or the non-earmarked General Fund Balance.
- The proposed two-year temporary post to assist with community liaison, communication and family tracing, be strictly limited to two years and should not be extended beyond that timeframe.

Councillor Duncan A Tullock, seconded by Councillor Owen Tierney, moved an amendment that:

- Option 2, namely maximising use of all available Service resources, at a total additional cost of £152,000 over five years, be approved.
- In order to secure the funding required to implement Option 2, powers be delegated to the Head of Finance to make a contribution of £18,500 to the Repairs and Renewals Fund, to be met from any General Fund underspend in 2020/21 or the non-earmarked General Fund Balance.

The result of a recorded vote was as follows:

For the Amendment:

Councillors Stephen G Clackson, Norman R Craigie, David Dawson, Barbara Foulkes, Steven B Heddle, Owen Tierney and Duncan A Tullock (7).

For the Motion:

Councillors Alexander G Cowie, Robin W Crichton, Andrew Drever, 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 Heather N Woodbridge (13).

The motion was therefore carried.

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

9.5. That Option 4, being the provision of additional resource to ensure full implementation of the endorsed Burial Grounds Code of Practice, at a total cost of £247,000 over five years, be approved.

9.6. That, in order to secure the funding required to implement Option 4, powers be delegated to the Head of Finance to make a contribution of £113,500 to the Repairs and Renewals Fund, to be met from any General Fund underspend in 2020/21 or the non-earmarked General Fund Balance.

9.7. That the proposed two-year temporary post to assist with community liaison, communication and family tracing, included as part of Option 4, be strictly limited to two years and should not be extended beyond that timeframe.

10. Services for Children and Young People in Need of Care and Protection

Joint Inspection – Progress Update

After consideration of a joint report by the Chief Executive and the Chief Officer/Executive Director, Orkney Health and Care, copies of which had been circulated, the Committee:

Scrutinised progress to date as outlined in the Improvement Plan, attached as Appendix 1 to the joint report by the Chief Executive and the Chief Officer/Executive Director, Orkney Health and Care, and obtained assurance with regard to progress being made in respect of the improvement areas identified in response to the Joint Inspection of Services for Children and Young People in Need of Care and Protection.

11. NHS Education for Scotland – National Trauma Training Programme

After consideration of a report by the Chief Officer/Executive Director, Orkney Health and Care, copies of which had been circulated, and after hearing a report from the Interim Head of Children and Families and Criminal Justice and Chief Social Work Officer, the Committee:

Noted:

11.1. That the Scottish Government had provided investment in a National Trauma Training Programme, led by NHS Education for Scotland, to support the shared ambition of a trauma-informed and trauma-responsive workforce across Scotland.

11.2. That the Scottish Government had requested senior leaders from all sectors across Scotland to provide a strong signal of leadership to the workforce that delivery of trauma informed care and practice across all services and sectors was a public health priority by signing up to a public pledge of support.

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

11.3. That the Council sign up to the Pledge of Support, attached as Appendix 3 to this Minute.

11.4. That the actions, detailed in Appendix 4 to this Minute, be approved in order to demonstrate the Council's commitment to the Pledge of Support.

12. Proposed New Kirkwall Care Facility

After consideration of a joint report by the Chief Officer/Executive Director, Orkney Health and Care and the Head of Finance, copies of which had been circulated, the Committee:

Noted:

12.1. That, on 30 June 2020, the Council resolved:

- That the revised Stage 2 Capital Project Appraisal in respect of the proposed new Kirkwall care facility be approved, namely provision of a 40-bed facility at a capital cost of £12,270,000, with a revised start date for construction in Spring 2021 and delivery in Spring/Summer 2023, subject to approval by the Integration Joint Board.
- That the project be funded through a capital contribution from the Strategic Reserve Fund of £7,362,000 and General Fund borrowing of £4,908,000.

12.2. That, on 9 December 2020, the Integration Joint Board endorsed the revised scope of the proposed new Kirkwall care facility, namely provision of a future-proofed 40-bed facility, with a revised start date for construction in Spring 2021, and delivery in Spring/Summer 2023.

12.3. That, following receipt of recent construction tenders that were well in excess of budget estimates, officers had taken the opportunity to review the capital costs of the proposed new Kirkwall care facility.

12.4. That the estimated capital cost in respect of the proposed new Kirkwall care facility had been revised from £12,270,000 to £13,450,000, as detailed in the revised financial assessment of capital expenditure attached as Appendix 2 to the joint report by the Chief Officer/ Executive Director, Orkney Health and Care and the Head of Finance.

12.5. That, due to the requirement to provide two covered walkways linking the accommodation wings, the floor area of the proposed new Kirkwall care facility had increased from 3,088 square metres to 3,208 square metres.

12.6. That construction of the proposed new Kirkwall care facility was now anticipated to begin in Autumn 2021, with delivery anticipated in Winter 2023.

12.7. That, although a decision in respect of the existing provision within the General Fund capital programme for the new care facility in Kirkwall, together with the funding approach, being a combination of a contribution from the Strategic Reserve Fund and borrowing from the General Fund, was taken within the last 12 months, in accordance with Standing Order 23.2, the Chief Executive was satisfied that a material change of circumstances had occurred and, accordingly, Standing Order 23.1 would not require to be suspended in order to consider the recommendations at paragraphs 12.8 to 12.11 below.

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

12.8. That the existing provision within the General Fund capital programme in respect of the proposed new Kirkwall care facility be increased by £1,180,000, from £12,270,000 to £13,450,000.

12.9. That the total cost of the proposed new Kirkwall care facility be funded by General Fund borrowing of £13,450,000.

12.10. That, to assist with affordability of the current five-year capital programme for 2020 to 2025, powers be delegated to the Head of Finance to apply a contribution of £8,070,000 from the Strategic Reserve Fund to fund projects on the General Fund capital programme.

12.11. That the revised project programme, detailed in Appendix 5 to this Minute, be approved, namely construction of the proposed new Kirkwall care facility anticipated to begin in Autumn 2021, with delivery anticipated in Winter 2023.

13. Asset Management Sub-committee

After consideration of the draft Minute of the Meeting of the Asset Management Sub-committee held on 26 January 2021, copies of which had been circulated, the Committee:

Resolved:

13.1. 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 26 January 2021 as a true record.

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

13.2. That the recommendation at paragraph 6.3 of the Minute of the Meeting of the Asset Management Sub-committee held on 26 January 2021, attached as Appendix 6 to this Minute, be approved.

14. 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 confidential information of the class described in Section 50A(3)(a) of the Local Government (Scotland) Act 1973 as amended.
- 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.

15. Pension Fund Sub-committee together with Pension Board

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

After consideration of the draft Minute of the Meeting of the Pension Fund Sub-committee, together with the Pension Board, held on 25 November 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 25 November 2020, attached as Appendix 7 to this Minute, as a true record.

16. Investments 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 6 and 9 of Part 1 of Schedule 7A of the Act.

After consideration of the draft Minute of the Meeting of the Investments Sub-committee held on 26 November 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 Investments Sub-committee held on 26 November 2020, attached as Appendix 8 to this Minute, as a true record.

17. School and Public Bus Contract

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

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

Resolved to **recommend to the Council** what action should be taken with regard to the School and Public Bus Service contract, including Appendix 9 to this Minute.

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.

18. Provision of Towage Assets

Councillor Gwenda M Shearer declared a non-financial interest in this item, in that a close family member was employed in the Council's towage service, and was not present during discussion thereof.

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 8 and 10 of Part 1 of Schedule 7A of the Act.

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 Deputy Harbour Master (Strategy and Support), the Committee:

Resolved to **recommend to the Council** what action should be taken with regard to the provision of towage assets, including Appendix 10 to this Minute.

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.

19. Ness of Brodgar

Councillor Rachael A King declared a non-financial interest in this item, in that a close family member was associated with the Ness of Brodgar project, and was not present during discussion thereof.

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 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 Finance, the Committee:

Resolved to **recommend to the Council** what action should be taken with regard to the Ness of Brodgar.

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.

Councillor Magnus O Thomson rejoined the meeting at this point.

20. Development of Point of Ness Campsite

Under section 50A(2) 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 confidential information as defined in section 50A(3)(a) 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:

Noted:

20.1. That the 2019 Quality Business Advice Report for the Point of Ness Campsite issued by VisitScotland, made detailed reference to the site's toilet and wash facilities, stating that they should be considered for total refurbishment.

20.2. That, in October 2020, the Education, Leisure and Housing Service submitted a funding application to VisitScotland's Rural Tourism Infrastructure Fund in respect of developing and upgrading the Point of Ness Campsite.

20.3. That the project to develop and upgrade the Point of Ness Campsite appeared to fit well with the principles of Crown Estate funding deployment and the long-term funding allocation strategy for coastal community benefit in Orkney approved by the Council in December 2019.

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

20.4. That a contribution of £97,075 be approved as match funding towards developing and upgrading the Point of Ness Campsite, to be met from the Crown Estate Fund.

20.5. That the Executive Director of Education, Leisure and Housing should submit a Stage 2 Capital Project Appraisal, in respect of developing and upgrading the Point of Ness Campsite, to the Policy and Resources Committee.

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.

21. Strategic Land Purchase

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

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

Resolved to **recommend to the Council** what action should be taken with regard to a potential strategic land purchase.

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.

Councillor Steven B Heddle left the meeting during discussion of this item.

22. Orkney Sustainable Fisheries Limited

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 Development and Infrastructure, copies of which had been circulated, and after hearing a report from the Economic Development Manager, the Committee:

Resolved to **recommend to the Council** what action should be taken with regard to a request for financial assistance from Orkney Sustainable Fisheries Limited.

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. Warehouse Buildings, Stromness – Service Provision

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, and after hearing a report from the Head of Executive Support, the Committee:

Noted:

23.1. That, in May 2015, various services co-located to the Warehouse Buildings in Stromness, providing the following services:

- Customer services.
- Library services.
- Police counter services.
- Public meeting rooms.
- Hot desking for staff.

23.2. That, in addition to the services listed at paragraph 23.1 above, Police Scotland relocated their Stromness office to the Warehouse Buildings.

23.3. The normal opening hours of the Warehouse Buildings, Stromness, as listed in section 3.3 of the report by the Chief Executive.

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

23.4. The normal opening hours for Warehouse Buildings, Stromness, be confirmed as follows:

- Monday – 09:15 to 19:00.
- Tuesday to Friday – 09:15 to 17:00.
- Saturday – 11:00 to 16:00.

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.

24. Strategic Projects – Resources

Councillor J Harvey Johnston declared a non-financial interest in this item, in that a close family member was part of the Strategic Projects Team, and was not present during discussion thereof.

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 Executive Director of Development and Infrastructure, copies of which had been circulated, the Committee:

Resolved to **recommend to the Council** what action should be taken with regard to resources required to support delivery of Strategic Projects.

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.

25. Conclusion of Meeting

At 16:32 the Chair declared the meeting concluded.

Signed: James W Stockan.