

# Notice of Meeting and Agenda

## Policy and Resources Committee

Venue: **Council Chamber, Council Offices, Kirkwall.**

Date: **Tuesday, 26 November 2019.**

Time: **10:30.**



Dear Councillor,

You are invited to attend the above meeting.

A note of the business to be considered is attached.

**John W Mundell,**  
**Interim Chief Executive.**

### Contact

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### Further Information

This is a meeting which is open to the public.

This agenda and associated reports are available in portable document format (pdf) at <https://www.orkney.gov.uk/>

### Audio Recording Notice

Please note that this meeting will be recorded and broadcast over the Internet on Orkney Islands Council's website. The recording will also be publicly available following the meeting and available for listening to for 12 months thereafter. The Council is a Data Controller in terms of data protection legislation. Data collected during the audio cast will be retained in accordance with the Council's Data Protection Policy. Further information about how the Council uses personal information and associated rights is available on the Council's website.

## Order of Business

1. Apologies.

2. Declarations of Interest.

Members are asked to consider whether they have an interest to declare in relation to any item on this agenda. Any member making a declaration of interest should indicate whether it is a financial or non-financial interest and include some information on the nature of the interest. Advice may be sought from Officers prior to the meeting taking place.

3. Disclosure of Exempt Information.

The Committee is asked to consider whether the public should be excluded from the meeting for Items 22 to 25, as consideration of the business may involve the likely 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.

4. Revenue Expenditure Monitoring:

4.1. Policy and Resources – joint report by Chief Executive, Executive Director of Corporate Services, Executive Director of Development and Infrastructure and Head of Finance **attached**.

4.2. Summary – report by Head of Finance **attached**.

5. Capital Expenditure Monitoring – report by Head of Finance **attached**.

6. Performance Monitoring:

6.1. Chief Executive's Service – report by Chief Executive **attached**.

6.2. Corporate Services – report by Executive Director of Corporate Services **attached**.

6.3. Council Delivery Plan 2018 to 2023 – joint report Chief Executive and Executive Director of Corporate Services **attached**

7. Treasury Management:

7.1. Annual Report – report by Head of Finance **attached**.

7.2. Mid-Year Update – report by Head of Finance **attached**.

8. Budget Setting 2020 to 2021 – Efficiency Savings – report by Head of Finance **to follow**.

9. Orkney Local Access Forum – report by Chief Executive **attached**.
10. Local Government Boundary Commission for Scotland – Review of Electoral Arrangements – report by Chief Executive **attached**.
11. Driving at Work Policy – report by Executive Director of Corporate Services **attached**.
12. Contract Standing Orders – Review – report by Executive Director of Corporate Services **attached**.
13. Family Leave for Elected Members – report by Chief Executive **attached**.
14. Climate Change Duties – report by Executive Director of Development and Infrastructure **attached**.
15. Orkney’s Community Wind Farm Project – Planning Application Procedure – joint report by Chief Executive and Executive Director of Development and Infrastructure **attached**.
16. North Isles Landscape Partnership Scheme – report by Executive Director of Development and Infrastructure **attached**.
17. Kirkwall Surface Water Management Plan – report by Executive Director of Development and Infrastructure **attached**.
18. Proposed Alterations to West Door and Access at St Magnus Cathedral – joint report by Executive Director of Education, Leisure and Housing and Executive Director of Development and Infrastructure **attached**.
19. Replacement Telephone System – report by Executive Director of Corporate Services **to follow**.
20. Pension Fund Sub-committee – Draft Meeting held on 17 September 2019 **attached**.
21. Human Resources Sub-committee – Draft Meeting held on 7 November 2019 **attached**.
22. Asset Management Sub-committee – Draft Meeting held on 7 November 2019 **attached**.

**Not for publication by virtue of paragraphs 2, 6 and 9 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.**

23. Early Learning and Childcare – report by Executive Director of Education, Leisure and Housing **attached**.

**Not for publication by virtue of paragraphs 1, 2, 4 and 6 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.**

24. MV Golden Mariana – Replacement – report by Executive Director of Development and Infrastructure **to follow**.

**Not for publication by virtue of paragraphs 6 and 8 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.**

25. Local Governance Review – joint report by Chief Executive and Executive Director of Corporate Services **attached**.

**Not for publication by virtue of paragraphs 1 and 11 of Part I of Schedule 7A of the Local Government (Scotland) Act 1973.**

## **Local Government (Scotland) Act 1973 – Schedule 7A**

### **Access to Information: Descriptions of Exempt Information**

- Paragraph 1. Information relating to a particular employee, former employee or applicant to become an employee of, or a particular office holder, former office-holder or applicant to become an office-holder under, the authority.
- Paragraph 2. Information relating to any particular occupier or former occupier of, or applicant for, accommodation provided by or at the expense of the authority.
- Paragraph 4. Information relating to any particular applicant for, or recipient or former recipient of, any financial assistance provided by the authority.
- Paragraph 6. Information relating to the financial or business affairs of any particular person (other than the authority).
- Paragraph 8. The amount of any expenditure proposed to be incurred by the authority under any particular contract for the acquisition of property or the supply of goods or services.
- Paragraph 9. Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.
- Paragraph 11. Information relating to any consultations or negotiations, or contemplated consultations or negotiations, in connection with any labour relations matter arising between the authority or a Minister of the Crown and employees of, or office-holders under, the authority.