

Minute

Policy and Resources Committee

Wednesday, 31 January 2018, 14:00.

Council Chamber, Council Offices, School Place, Kirkwall.



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 Kevin F Woodbridge.

Clerk

- Alistair Buchan, Chief Executive.

In Attendance

- Gavin Barr, Executive Director of Development and Infrastructure.
- Gillian Morrison, Executive Director of Corporate Services.
- Wilfred Weir, Executive Director of Education, Leisure and Housing.
- Gareth Waterson, Head of Finance.
- Karen Greaves, Head of Executive Support.
- Gavin Mitchell, Head of Legal Services.
- Hazel Flett, Senior Committees Officer.

Observing

- Brian Archibald, Head of Marine Services, Engineering and Transportation.
- Hayley Green, Head of IT and Facilities.
- Andrew Groundwater, Head of HR and Performance.
- Graeme Christie, Estates Manager.
- Kirsty Groundwater, Press Officer.

Apology

- Councillor Duncan A Tullock.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor James W Stockan.

1. Scheme of Administration

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:

1.1. That, as a result of a review of the Council's governance arrangements approved in July 2016, the Scheme of Administration required updating to reflect the revised governance arrangements.

1.2. That extensive consultation had been undertaken with officers across all Council services in order to identify additional proposals for revisions to the Scheme of Administration.

1.3. That benchmarking with other councils' Schemes of Administration had also been undertaken.

1.4. The proposed revised Scheme of Administration, attached as Appendix 1 to the report by the Chief Executive, which incorporated the proposals outlined in sections 6 to 8 of the report.

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

1.5. That powers be delegated to the Chief Executive to finalise and publish the Scheme of Administration, referred to at paragraph 1.4 above.

2. Scheme of Delegation to Officials

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:

2.1. That, as a result of a review of the Council's governance arrangements approved in July 2016, the Scheme of Delegation to Officials required updating to reflect the revised governance arrangements.

2.2. That extensive consultation had been undertaken with officers across all Council services in order to identify additional proposals for revisions to the Scheme of Delegation to Officials.

2.3. The proposed revised Scheme of Delegation to Officials, attached as Appendix 1 to the report by the Chief Executive, which incorporated the proposals outlined in section 6 of the report.

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

2.4. That powers be delegated to the Chief Executive to finalise and publish the Scheme of Delegation to Officials, referred to at paragraph 2.3 above.

3. Conclusion of Meeting

At 14:30 the Chair declared the meeting concluded

Signed: James W Stockan.