

Minute

Policy and Resources Committee

Tuesday, 19 February 2019, 10:30.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors 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, Owen Tierney, Duncan A Tullock 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.
- Sally Shaw, Chief Officer/Executive Director, Orkney Health and Care.
- 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.
- Sweyn Johnston, Strategic Projects Director (for Items 18 to 22).
- Rosemary Colsell, Procurement Manager (for Items 12 to 17).
- Anna Whelan, Strategy Manager (for Items 1 to 8 and 12 to 18).
- Alex Rodwell, Senior Project Officer (for Items 1 to 12).
- Hazel Flett, Senior Committees Officer.

Observing

- Brian Archibald, Head of Marine Services, Engineering and Transportation (for Items 1 to 3).
- Hayley Green, Head of IT and Facilities.
- Andrew Groundwater, Head of HR and Performance.
- Darren Richardson, Head of Infrastructure and Strategic Projects (for Items 12 to 22).
- Ian Rushbrook, Capital Programme Manager (for Items 1 to 3).
- David Hartley, Communications Team Leader (for Item 22).
- Eibhlin Lee, Assistant Programmes Officer (for Items 18 to 22).
- Kirsty Groundwater, Press Officer.

- Chloe Rosie, Modern Apprentice (Business Administration).

Audit Scotland:

- Neil Reid, Senior Auditor (for Items 1 to 18).

Apologies

- Councillor James W Stockan.
- Councillor Magnus O Thomson.

Declarations of Interest

- Councillor J Harvey Johnston – Item 22.
- Councillor Duncan A Tullock – Item 22.

Chair

- Councillor W Leslie Manson (for Items 1 to part of Item 22).
- Councillor Graham L Sinclair (for remainder of Item 22).

1. Disclosure of Exempt Information

The Committee noted the proposal that the public be excluded from the meeting for consideration of Items 18 to 22, 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.

2. Revenue Expenditure Monitoring

2.1. Policy and Resources

After consideration of a joint report by the Chief Executive, the Executive Director of Corporate Services, 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 2018, attached as Annex 1 to the joint report by the Chief Executive, the Executive Director of Corporate Services, the Executive Director of Development and Infrastructure and the Head of Finance, indicating an underspend position of £644,200:

- 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 2018, attached as Annex 2 to the joint report by the Chief Executive, the Executive Director of Corporate Services, the Executive Director of Development and Infrastructure and the Head of Finance.

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 Corporate Services, the Executive Director of Development and Infrastructure and the Head of Finance.

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 2018, attached as Annex 1 to the report by the Head of Finance, indicating the following:

- A total General Fund underspend of £370,000.
- A surplus in Sources of Funding of £140,300.
- A net Non-General Fund deficit of £3,505,800.

2.2.2. The financial detail across individual Sources of Funding for the period 1 April to 31 December 2018, including significant variances identified as Priority Actions, attached as Annex 2 to the report by the Head of Finance.

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.

3. Capital Expenditure Monitoring

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

Noted the detailed analysis of capital expenditure, together with project updates, in respect of the General Fund and Non-General Fund capital programmes, for the period 1 April to 31 December 2018, attached as Appendix 1 to the report by the Head of Finance.

4. National Audit Report

Local Government in Scotland – Financial Overview

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

Noted:

4.1. The national audit report, Local Government in Scotland – Financial Overview 2017/18, published in November 2018 by Audit Scotland, attached as Appendix 1 to the report by the Head of Finance.

4.2. The key messages in the national audit report, a summary of which was detailed in section 4.2 of the report by the Head of Finance.

4.3. That references to Orkney in the national audit report generally presented the Council as being in a favourable financial position, with low levels of debt and generous levels of reserves, despite receiving a lower per head level of income than the other island authorities.

5. 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 2019 to 2020.

6. Orkney Transmission Connection and Infrastructure Project

Governance Arrangements

After consideration of a joint report by the Chief Executive and the Executive Director of Development and Infrastructure, copies of which had been circulated, the Committee:

Noted:

6.1. That the Orkney Transmission Connection and Infrastructure Project was designated as a national development in the Scottish Government's National Planning Framework 3.

6.2. That, in terms of the Town and Country Planning etc. (Scotland) Act 2006, planning applications for national developments must be subject to a pre-determination hearing and determined by the full Council.

6.3. That the regulatory consenting regime covering the Orkney Transmission Connection and Infrastructure Project consisted of the following:

- Planning applications for the substation and switching stations.
- A marine licence for the submarine cables.
- An application in terms of Section 37 of the Electricity Act 1989 for the overhead power lines and underground cables.

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

6.4. That the Hearings Process for Determination of Planning Applications, attached as Appendix 2 to this Minute, be approved for Pre-Determination Hearings when such Hearings were required in terms of the Planning etc. (Scotland) Act 2006.

6.5. That, as well as determining the planning applications submitted for the Orkney Transmission Connection and Infrastructure Project, the Council should also determine any responses made as a statutory consultee in regard to the marine licence for the submarine cables and the application in terms of Section 37 of the Electricity Act 1989 for the overhead power lines and underground cables.

6.6. That, prior to the Pre-Determination Hearings, the Council should undertake unaccompanied site visits to the proposed substation at Finstown and the switching stations at Ellibister and St Margaret's Hope.

6.7. That the Planning Committee – Site Visits procedure, attached as Appendix 3 to this Minute, be approved as guidance for the Council in respect of the site visits referred to at paragraph 6.6 above, together with site visits in respect of any future planning applications where pre-determination hearings were mandatory.

6.8. That the Executive Director of Development and Infrastructure should arrange training, particularly for the benefit of Elected Members who had not previously had training/experience in planning matters, in order to allow participation in the consenting processes, detailed in paragraph 6.5 above.

7. College Management Council Sub-committee

Student Representatives

After consideration of a joint report by the Chief Executive and the Executive Director of Education, Leisure and Housing, copies of which had been circulated, and after hearing a report from the Head of Executive Support, the Committee:

Noted:

7.1. That, at present, two student representatives were entitled to attend meetings of the College Management Sub-committee but were not members of the Sub-committee and, therefore, did not have voting rights.

7.2. That the Code of Good Governance for Scotland's Colleges, published by Colleges Scotland in 2016, suggested that student board members, as full board members, brought essential and unique skills, knowledge and experience to the board and that they must not be excluded from board business unless there was clear conflict of interest, in common with all board members.

7.3. The expectation from the Scottish Funding Council that membership of college boards should include student representatives, with voting rights.

7.4. Current membership of the College Management Council Sub-committee as follows:

- Five Elected Members (1 vote each).
- Four Business Community representatives (1 vote each).
- Four Community representatives/Third Sector representatives (1 vote each).

7.5. That there was currently one vacancy on the College Management Council Sub-committee, namely a community representative.

7.6. The principles to be adopted, as outlined in section 7 of the joint report by the Chief Executive and the Executive Director of Education, Leisure and Housing, should the proposal that membership of the College Management Council Sub-committee be increased to include student representatives, with voting rights, be approved.

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

7.7. That membership of the College Management Council Sub-committee be increased to include student representatives, with voting rights.

7.8. That, accordingly, membership of the College Management Council Sub-committee be amended to comprise:

- Five Elected Members (1 vote each).
- Three Business Community representatives (1 vote each).
- Three Community representatives/Third Sector representatives (1 vote each).
- Two Student representatives (1 vote each).

7.9. That powers be delegated to the Chief Executive to amend the Scheme of Administration in relation to the Orkney College Management Council Sub-committee, together with the detailed constitution, to reflect the amended membership and the principles referred to at paragraph 7.6 above.

8. Review of Audio-Casting

After consideration of a report by the Chief Executive, together with an Equality Impact Assessment, copies of which had been circulated, and after hearing a report from the Head of Executive Support, with reference to the Minute of the Meeting of the Policy and Resources Committee held on 25 September 2018, paragraph 12, and the subsequent Minute of the General Meeting of the Council held on 9 October 2018, paragraph 12, the Committee:

Noted:

8.1. That audio casting of Council meetings had been underway since June 2015, using a low-cost, in-house system, with the following meetings currently broadcast:

- General Meetings of the Council.
- Policy and Resources Committee.
- Development and Infrastructure Committee.
- Education, Leisure and Housing Committee.
- Orkney Health and Care Committee.
- Monitoring and Audit Committee.
- Orkney's Integration Joint Board, together with its Audit Committee.

8.2. That the existing microphones and audio-casting equipment were not providing an acceptable quality of sound output and therefore a review of the current arrangement had been undertaken.

8.3. Options for the type of audio-casting, as detailed in section 5 of the report by the Chief Executive, with the preferred option being Option 3, namely to progress with replacement of the in-house system.

8.4. Options for the type of replacement microphone, as detailed in section 6 of the report by the Chief Executive, with the preferred option being Option 2, namely dual use microphones with no voting, to be purchased.

8.5. Options for the scope of audio-casting, as detailed in section 7 of the report by the Chief Executive, with the preferred option being Option 2, namely to extend the audio-casting facility to include the following:

- Licensing Committee.
- Planning Committee.
- Local Review Body.

Councillor Stephen Sankey, seconded by Councillor David Dawson, moved that (1) the Council should continue to audio cast meetings of its committees; (2) the Chief Executive should purchase replacement audio-casting equipment, including a survey of the Chamber, together with dual user microphones with no electronic voting system, at a cost of £29,000, to be funded from the Capital Fund; (3) the audio casting provision be extended to include meetings of the Licensing Committee, the Planning Committee and the Local Review Body; and (4) a further review of audio-casting be undertaken following a period of operation of one year.

Councillor Robin W Crichton, seconded by Councillor Barbara Foulkes, moved an amendment that (1) the Council should continue to audio cast meetings of its committees; (2) the Chief Executive should purchase replacement audio-casting equipment, including a survey of the Chamber, together with dual user microphones with no electronic voting system, at a cost of £29,000, to be funded from the Capital Fund; (3) the audio casting provision be extended to include meetings of the Planning Committee and the Local Review Body; and (4) a further review of audio-casting be undertaken following a period of operation of one year.

The result of a recorded vote was as follows:

For the Amendment:

Councillors Stephen G Clackson, Alexander G Cowie, Norman R Craigie, Robin W Crichton, Andrew Drever, Barbara Foulkes, W Leslie Manson, Graham L Sinclair, Owen Tierney, Duncan A Tullock and Kevin F Woodbridge (11).

For the Motion:

Councillors David Dawson, Steven B Heddle, J Harvey Johnston, Rachael A King, John T Richards, Stephen Sankey, John A R Scott and Gwenda M Shearer (8).

The amendment was therefore carried and became the motion.

Councillor Rachael A King, seconded by Councillor John T Richards, moved a further amendment, notice of which had been given, that (1) the Council should continue to audio cast meetings of its committees; (2) the Chief Executive should purchase replacement audio-casting equipment, including a survey of the Chamber, together with dual user microphones with no electronic voting system, at a cost of £29,000, to be funded from the Capital Fund; (3) the audio casting provision be extended to include meetings of the Licensing Committee, the Planning Committee and the Local Review Body; and (4) the Chief Executive should submit a further report regarding extending audio-casting to include all committees and sub-committees of the Council.

The result of a recorded vote was as follows:

For the Amendment:

Councillors David Dawson, Steven B Heddle, Rachael A King, John T Richards, Stephen Sankey, John A R Scott and Gwenda M Shearer (7).

For the Motion:

Councillors Stephen G Clackson, Alexander G Cowie, Norman R Craigie, Robin W Crichton, Andrew Drever, Barbara Foulkes, J Harvey Johnston, W Leslie Manson, Graham L Sinclair, Owen Tierney, Duncan A Tullock and Kevin F Woodbridge (12).

The motion was therefore carried.

Councillor Andrew Drever, seconded by Councillor Duncan A Tullock, moved a further amendment, notice of which had been given, that (1) the Council should continue to audio cast meetings of its committees; (2) the Chief Executive should purchase replacement audio-casting equipment, including a survey of the Chamber, together with dual user microphones with an electronic voting system, at a cost of £31,000, to be funded from the Capital Fund; (3) the audio casting provision be extended to include meetings of the Planning Committee and the Local Review Body; and (4) a further review of audio-casting be undertaken following a period of operation of one year.

The result of a recorded vote was as follows:

For the Amendment:

Councillors Alexander G Cowie, Norman R Craigie, Robin W Crichton, Andrew Drever, Barbara Foulkes, J Harvey Johnston, Rachael A King, W Leslie Manson, John T Richards, Stephen Sankey, Gwenda M Shearer, Graham L Sinclair, Duncan A Tullock and Kevin F Woodbridge (14).

For the Motion:

Councillors Stephen G Clackson, David Dawson, Steven B Heddle, John A R Scott and Owen Tierney (5).

The amendment was therefore carried.

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

8.6. That the Council should continue to audio cast meetings of its committees.

8.7. That the Chief Executive should purchase replacement audio-casting equipment, including a survey of the Chamber, together with dual user microphones with an electronic voting system, at a cost of £31,000, to be funded from the Capital Fund.

8.8. That the audio casting provision be extended to include meetings of the following Committees:

- Planning Committee.
- Local Review Body.

8.9. That a further review of audio-casting be undertaken following a period of operation of one year.

9. Orkney Memorial Fund

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

Noted:

9.1. That, in 2010, the Council resolved that, from financial year 2011 to 2012 onwards, the levels of assistance, to be granted from the Orkney Memorial Fund, be increased in line with the uprating factors determined annually as part of the budget setting process.

9.2. That, in practice, the levels of assistance, to be granted from the Orkney Memorial Fund, were uprated in accordance with the inflation factor applied to supplies and services through the budget setting process which, for a number of years, had been nil.

9.3. That, on 21 November 2018, the Administrators of the Orkney Memorial Fund requested the Head of Finance to submit a report, to the Policy and Resources Committee, reviewing the uprating factor for the guideline levels of assistance, with their preference being Consumer Price Index, as at September annually.

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

9.4. That the uprating factor for the guideline levels of assistance associated with disbursements from the Orkney Memorial Fund be amended to Consumer Price Index, as at September annually.

10. Former Papdale Halls of Residence

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

Noted:

10.1. That, on 6 September 2018, the Asset Management Sub-committee resolved that, subject to additional resources being made available, demolition of the former Papdale Halls of Residence building be progressed through the annual corporate property asset maintenance programme.

10.2. That the demolition cost of the former Papdale Halls of Residence building had been estimated at up to £2,500,000.

10.3. That, on 11 December 2018, the Council resolved that the funding source relating to the cost of demolition of the former Papdale Halls of Residence be referred back to the Policy and Resources Committee for further consideration.

10.4. The potential funding sources to meet the cost of demolition of the former Papdale Halls of Residence, detailed in section 4 of the report by the Head of Finance.

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

10.5. That the budget estimate of £2,500,000 in respect of the cost of demolition of the former Papdale Halls of Residence be established as a balance within the Repairs and Renewals Fund, comprising the following contributions:

- Insurance Fund – £1,021,000.
- Renewables, Redevelopment and Regeneration Fund – £250,000.
- General Fund Repairs and Renewals – £459,000.
- Care Facility Fund – £420,000.
- Non-Earmarked General Fund Balances – £350,000.

10.6. That powers be delegated to the Head of Finance to substitute General Capital Grant for the funding sources identified in paragraph 10.5 above, should it be possible to capitalise some, or all, of the expenditure associated with demolition of the former Papdale Halls of Residence.

10.7. That any unutilised funding from the contributions set out in paragraph 10.5 above be returned to the Renewables, Redevelopment and Regeneration Fund.

11. Electronic Document and Records Management System

After consideration of a joint report by the Chief Executive and the Executive Director of Corporate Services, copies of which had been circulated, and after hearing a report from the Head of Legal Services, the Committee:

Noted:

11.1. That, in December 2017, the Council agreed to part fund development of an Electronic Document and Records Management System.

11.2. That the aim of the project was to deliver a system for all electronic documents and records created and used by officers, with the exception of documents and/or records that started in, or once they entered, a specific case management system, for example Human Resource or social care systems.

11.3. That the project rationale encompassed legislative and regulatory requirements, corporate policy, strategy and plans and operational requirements.

11.4. That a staged, user centric approach was being taken for the project, with stakeholder engagement and communications an integrated part.

11.5. The risk associated with delivering the project using only existing resource, which was being mitigated through recruitment of a temporary project officer utilising existing funding.

11.6. That robust operational governance was provided by a cross-service project board, led by the Executive Director of Corporate Services, with project assurance provided by two officers on the project team reporting to the project board.

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

11.7. That the project approach and governance in respect of the Electronic Document and Records Management System project, referred to at paragraphs 11.4 to 11.6 above, be endorsed.

12. Volunteering Policy

After consideration of a report by the Executive Director of Corporate Services, together with an Equality Impact Assessment, copies of which had been circulated, the Committee:

Noted:

12.1. That the existing Volunteering Policy was adopted by Council in December 2016.

12.2. That, during the summer of 2018, it became clear that the public in Orkney wished to undertake volunteering in areas which had not been considered as volunteering opportunities in the past.

12.3. That, as those activities were not covered by the Council's existing Volunteering Policy, and there was a desire to support and encourage community volunteering, an officer group reviewed the Volunteering Policy and drafted some amendments to ensure that volunteering continued to be encouraged by the Council within the national legislative framework in those new areas.

Councillor W Leslie Manson, seconded by Councillor Robin W Crichton, moved that the revised Volunteering Policy be approved.

Councillor Barbara Foulkes, seconded by Councillor Owen Tierney, moved an amendment that no change be made to the existing Volunteering Policy.

The result of a recorded vote was as follows:

For the Amendment:

Councillors Barbara Foulkes, Steven B Heddle, J Harvey Johnston and Owen Tierney (4).

For the Motion:

Councillors Stephen G Clackson, Alexander G Cowie, Norman R Craigie, Robin W Crichton, David Dawson, Andrew Drever, Rachael A King, W Leslie Manson, John T Richards, Stephen Sankey, John A R Scott, Gwenda M Shearer, Graham L Sinclair, Duncan A Tullock and Kevin F Woodbridge (15).

The motion was therefore carried.

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

12.4. That the revised Volunteering Policy, attached as Appendix 4 to this Minute, be approved.

13. Community Consultation and Engagement Policy

After consideration of a report by the Executive Director of Corporate Services, together with an Equality Impact Assessment, copies of which had been circulated, the Committee:

Noted:

13.1. That, in 2010, the Council adopted the Community Consultation and Engagement Guide, which was published and regularly updated by The Orkney Partnership.

13.2. That a need had been identified for a formal Council policy on community consultation and engagement to complement the Guide.

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

13.3. That the Community Consultation and Engagement Policy, attached as Appendix 5 to this Minute, be approved.

14. Fairtrade in Orkney

After consideration of a report by the Executive Director of Corporate Services, together with an Equality Impact Assessment, copies of which had been circulated, the Committee:

Noted:

14.1. That, since the Council led the establishment phase of the Orkney Fair Trade Group from 2012, the Council had supported the work of the Orkney Fair Trade Group which achieved Fairtrade Zone status for Orkney in February 2014.

14.2. That the campaign had been praised by the Fairtrade Foundation for promoting Fairtrade alongside locally-produced goods across Orkney.

14.3. That the Fairtrade Foundation awarded the accreditation to the islands in response to a campaign led by the Orkney Fair Trade Group, supported by the Council.

14.4. That the Orkney Fair Trade Group was applying to renew its Fairtrade Zone status for this year, which would be the third time since initial successful achievement in 2014.

14.5. The proposal that the Council reaffirm its commitment to supporting the work of the Orkney Fair Trade Group, with a relaunch of the original commitment referred to in section 3.1 of the report by the Executive Director of Corporate Services, with the exception of the final resolution, as Fairtrade zone status for Orkney had been achieved.

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

14.6. That the Council reaffirm its commitment to supporting the work of the Orkney Fair Trade Group, as outlined in paragraph 14.5 above.

15. Procurement Strategy

After consideration of a report by the Executive Director of Corporate Services, copies of which had been circulated, and after hearing a report from the Procurement Manager, the Committee:

Noted:

15.1. That public consultation on the revised Procurement Strategy was undertaken between 10 October 2018 and 21 January 2019.

15.2. Amendments made to the Procurement Strategy 2016 to 2018, as detailed in section 4.4 of the report by the Executive Director of Corporate Services.

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

15.3. That the Procurement Strategy 2019 to 2021, attached as Appendix 6 to this Minute, be approved.

16. Police and Fire Sub-committee

After consideration of the draft Minute of the Meeting of the Police and Fire Sub-committee held on 20 November 2018, copies of which had been circulated, the Committee:

Resolved, on the motion of Councillor Andrew Drever, seconded by Councillor Gwenda M Shearer, to approve the Minute of the Meeting of the Police and Fire Sub-committee held on 20 November 2018, attached as Appendix 7 to this Minute, as a true record.

17. Exclusion of Public

On the motion of Councillor W Leslie Manson, seconded by Councillor Rachael A King, the 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.

18. Single Authority Model

Proposed Consultation and Engagement Plan

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 1 and 11 of Part 1 of Schedule 7A of the Act.

After consideration of a joint report by the Chief Executive and the Executive Director of Corporate Services, copies of which had been circulated, the Committee:

Resolved to **recommend to the Council** what action should be taken with regard to the Single Authority Model, including Appendix 8 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.

Councillor Kevin F Woodbridge left the meeting during discussion of this item and Councillors Barbara Foulkes and Gwenda M Shearer left the meeting at this point.

19. 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 21 November 2018, 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 21 November 2018, attached as Appendix 9 to this Minute, as a true record.

20. 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 22 November 2018, copies of which had been circulated, the Committee:

Resolved, on the motion of Councillor Rachael A King, seconded by Councillor Stephen Sankey, to approve the Minute of the Meeting of the Investments Sub-committee held on 22 November 2018, attached as Appendix 10 to this Minute, as a true record.

21. Asset Management 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 paragraph 9 of Part 1 of Schedule 7A of the Act.

After consideration of the draft Minute of the Meeting of the Asset Management Sub-committee held on 31 January 2019, copies of which had been circulated, the Committee:

Resolved:

21.1. On the motion of Councillor W Leslie Manson, seconded by Councillor John A R Scott, to approve the Minute of the Meeting of the Asset Management Sub-committee held on 31 January 2019 as a true record.

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

21.2. That the recommendation at paragraph 5.4 of the Minute of the Meeting of the Asset Management Sub-committee held on 31 January 2019, attached as Appendix 11 to this Minute, be approved.

22. Scale Wind Project

Councillor J Harvey Johnston declared a non-financial interest in this item, in that a family member was part of the Strategic Projects team, and left the meeting at this point.

Councillor Duncan A Tullock declared a non-financial interest in this item, in that a close family member was involved in a potential project, and left the meeting at this point.

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, 8 and 9 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 Strategic Projects Director, the Committee:

Noted:

22.1. The current position with regard to the scale wind project.

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

As the Chair had a prior commitment and required to leave the meeting, he called for nominations for a Chair for the remainder of the meeting.

The Committee thereafter resolved:

22.2. That Councillor Graham L Sinclair be appointed Chair for the remainder of the meeting.

Councillor W Leslie Manson left the meeting at this point and Councillor Graham L Sinclair then took the Chair for the remainder of the meeting.

Signed: L Manson.

After further discussion and following advice from the Chief Executive, the Committee thereafter:

Resolved to **recommend to the Council:**

22.3. That, due to the reduced number of members remaining, consideration of this item be referred to the General Meeting of the Council, scheduled for 5 March 2019, for determination.

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. Conclusion of Meeting

At 16:50 the Chair declared the meeting concluded.

Signed: Graham L Sinclair.