

## **Item: 12**

### **Special General Meeting of the Council: 14 May 2019.**

#### **Appointments and/or Nominations to Other Bodies.**

#### **Report by Chief Executive.**

### **1. Purpose of Report**

To consider appointments and/or nominations to various external bodies.

### **2. Recommendations**

The Council is invited to note:

#### **2.1.**

Council policy on appointments and/or nominations to external bodies, as outlined in section 3 of this report.

#### **2.2.**

That, as the term of this Council is five years, it is proposed that appointments and/or nominations made to the bodies listed in Appendices 1 to 3 to this report should last for the remainder of the term of this Council, namely for three years until May 2022.

**It is recommended:**

#### **2.3.**

That the Council considers the various appointments and/or nominations to the external bodies listed in Appendices 1 to 3 of this report, together with the feedback where provided by previous appointees on the material benefits to Orkney of continued participation.

#### **2.4.**

That, where appointments and/or nominations are made, these should be for the remainder of the term of this Council, namely for three years to May 2022.

### **3. Policy on Appointments to External Bodies**

When making appointments/nominations to external bodies, regard should be made to Council policy whereby the appointment of councillors to external bodies has ceased, with the exception of the following:

- Organisations which are wholly owned by the Council.
- Organisations in which the Council has a majority financial interest.
- Statutory organisations or other bodies to which a Council appointment would be prudent.

## **4. Term of Appointment**

### **4.1.**

Standing Orders provide that the Council will hold its first General Meeting within 21 days of the date of the Local Government Election.

### **4.2.**

At that meeting, the Council will appoint or nominate, as appropriate, members of joint committees, joint boards and community planning partnerships of which the Council is a member, members of the Licensing Board and all other bodies and representative organisations on which the Council is entitled, or is invited, to be represented. All such appointments are for a period of two years, unless otherwise provided by statute, or unless the Council shall otherwise resolve.

### **4.3.**

At the Statutory General Meeting of the Council held on 16 May 2017, appointments were made for the period to May 2019, unless otherwise indicated.

### **4.4.**

As this Council is for a five year term, it is proposed that appointments and/or nominations made to the bodies listed in Appendices 1 to 3 to this report should last for the remainder of the term of this Council, namely for three years until May 2022.

## **5. Appointments**

### **5.1.**

Bearing in mind Council policy outlined in section 3 above, the Council has previously resolved that it should be, or continue to be, represented on the various bodies listed in the Appendices.

### **5.2.**

In the context of reducing resources and the need to focus both effort and financial resources in areas that work in pursuing the Council's priorities, a brief review as to the material benefit of the appointments and/or nominations to external bodies has been undertaken by consultation with the previous appointees. A summary of the feedback is included in the narration for each proposed appointment/nomination.

### **5.3.**

The Council is requested to consider the various appointments and/or nominations listed in the Appendices, together with the summary of the feedback provided, and thereafter determine whether to continue with the appointment and/or nomination.

### **5.4.**

Should the Council determine to continue with the appointment and/or nomination, it should then determine whether the appointment and/or nomination should be an ex officio appointment or open to any member of the Council. Further information is provided at each of the recommendations in the Appendices.

## **6. Companies and Trusts**

### **6.1.**

The Council currently makes appointments to five organisations in this category, namely:

- Kirkwall BID Limited.
- Orkney Ferries Limited.
- Orkney Towage Company Limited.
- Pickaquoy Centre Trust.
- Weyland Farms Limited.

### **6.2.**

Membership, terms of appointment and recommendations are detailed in Appendix 1 to this report. Existing membership is provided for information.

### **6.3.**

Although appointments and/or nominations to the five organisations made in May 2017 were for the term of office as Councillor or the ex officio appointment, it is open to the Council to review those appointments and/or nominations if it so wishes. Also, any member can, if they so wish, intimate their intention to vacate the appointment and/or nomination, in which case, further nominations may be sought to fill any vacancy arising.

### **6.4.**

Representation on the following Boards require review and/or action:

- Kirkwall BID Limited.
- Weyland Farms Limited.

## **7. Local Government, European and Multi-Agency Bodies**

### **7.1.**

The Council currently makes appointments to eight organisations in this category, namely:

- Orkney and Shetland Valuation Joint Board.
- Board of NHS Orkney.
- Children's Hearing Scotland – Area Support Team.
- Conference of Peripheral Maritime Regions.
- Convention of the Highlands and Islands.
- Highlands and Islands Science Skills Academy.
- Scottish Councils Committee on Radioactive Substances.
- Scotland Excel Joint Committee.
- Orkney Community Justice Partnership.

### **7.2.**

Membership, terms of appointment and recommendations are detailed in Appendix 2 to this report. Existing membership is provided for information.

### **7.3.**

Of the eight organisations listed above, appointments and/or nominations to the following organisations made in May 2017 were for the term of office as Councillor or the ex officio appointment:

- Orkney and Shetland Valuation Joint Board.
- Board of NHS Orkney.
- Children's Hearing Scotland – Area Support Team.
- Conference of Peripheral Maritime Regions.
- Convention of the Highlands and Islands.

### **7.4.**

However, it is open to the Council to review appointments and/or nominations if it so wishes. Also, any member can, if they so wish, intimate their intention to vacate the appointment and/or nomination, in which case, further nominations should be sought to fill any vacancy arising.

## **7.5.**

Representation on the following organisations require review and/or action:

- Highlands and Islands Science Skills Academy.
- Scottish Councils Committee on Radioactive Substances.
- Scotland Excel Joint Committee.
- Orkney Community Justice Partnership.

## **8. Miscellaneous**

### **8.1.**

There are a number of other organisations to which the Council continues to make appointments, namely:

- Council of Society of Friends of St Magnus Cathedral.
- Dounreay Stakeholder Group.
- Highland Reserve Forces' and Cadets' Association.
- Orkney Alcohol and Drugs Partnership.
- Orkney Natural History Society Museum Trust.
- Road Safety Scotland.
- St Margaret's Hope Pier Trust.
- University of the Highlands and Islands Foundation.

### **8.2.**

Membership, terms of appointment and recommendations are detailed in Appendix 3 to this report. Existing membership is provided for information.

### **8.3.**

Of the eight organisations listed above, appointments and/or nominations to the following organisations made in May 2017 were for the term of office as Councillor or the ex officio appointment:

- Council of Society of Friends of St Magnus Cathedral.
- Highland Reserve Forces' and Cadets' Association.
- Orkney Natural History Society Museum Trust.
- St Margaret's Hope Pier Trust.

### **8.4.**

However, it is open to the Council to review appointments and/or nominations if it so wishes. Also, any member can, if they so wish, intimate their intention to vacate the appointment and/or nomination, in which case, further nominations should be sought to fill any vacancy arising.

## **8.5.**

Representation on the following organisations require review and/or action:

- Dounreay Stakeholder Group.
- Orkney Alcohol and Drugs Partnership.
- Road Safety Scotland.
- University of the Highlands and Islands Foundation.

## **9. Corporate Governance**

This report relates to governance and procedural issues and therefore does not directly support and contribute to improved outcomes for communities as outlined in the Council Plan and the Local Outcomes Improvement Plan.

## **10. Financial Implications**

### **10.1.**

There are no financial implications arising directly as a result of the recommendations of this report

### **10.2.**

It should be noted, however, that the appointment as a director of a company carries with it additional responsibilities for the individual appointed that could potentially have financial consequences.

## **11. Legal Aspects**

Members appointed to the various external bodies, particularly to companies and trusts, should have regard to the Councillors' Code of Conduct, with particular reference to the registration of interests and thereafter the declarations of interest.

## **12. Contact Officers**

Alistair Buchan, Chief Executive, extension 2101, Email [chief.executive@orkney.gov.uk](mailto:chief.executive@orkney.gov.uk).

Karen Greaves, Head of Executive Support, extension 2202, Email [karen.greaves@orkney.gov.uk](mailto:karen.greaves@orkney.gov.uk).

Hazel Flett, Senior Committees Officer, extension 2208, Email [hazel.flett@orkney.gov.uk](mailto:hazel.flett@orkney.gov.uk).

## **13. Appendices**

Appendix 1: Companies and Trusts.

Appendix 2: Local Government, European and Multi-Agency Bodies.

Appendix 3: Miscellaneous.

# Companies and Trusts

## 1. Kirkwall BID Limited

**Membership** – one member of the Council.

**Term of appointment** – term of office as councillor.

**Previous membership** – Gwenda Shearer.

When making the appointment in 2017, the Council determined that the appointment should be open to any member of the Council.

The BID is a time limited initiative and is due to consider a rebalot of members in 2023.

### Summary of feedback provided by previous appointee

At times, particularly during funding negotiations, there was a conflict of interest for the Council representative on the Board of Kirkwall BID Ltd. However, through ongoing communication by Council officers with the Kirkwall BID Manager, the BID Board has outlined to the Council its desire to recruit an elected member to sit on the Board. The BID Board believes this relationship worked well during the previous Kirkwall BID and is keen for it to continue through the next BID programme.

### Recommendations:

- That the Council determines whether to appoint a member to the Board of Kirkwall BID Ltd.
- Should the Council determine to appoint, to consider whether the Director of Kirkwall BID Limited should continue to be open to any member of the Council or specifically a member of the Development and Infrastructure Committee.
- If the Council determines that the Director of Kirkwall BID Limited should be a member of the Development and Infrastructure Committee, to refer consideration of an appointment to that Committee.
- If the Council determines that the Director of Kirkwall BID Limited should be a member of the Council, to seek nominations and thereafter appoint a Director to Kirkwall BID Limited, and confirm the term of the appointment to May 2022.

## 2. Orkney Ferries Limited

**Membership** – 5 directors comprising:

- 1 member representing the North Isles.
- 1 member representing the South Isles.
- 1 member representing the Mainland.
- 2 members with no geographical restriction.

**Term of appointment** – term of office as councillor.

**Existing membership:**

- North Isles – Stephen G Clackson.
- South Isles – Magnus O Thomson.
- Mainland – Owen Tierney.
- No geographical restriction – Andrew Drever and Kevin F Woodbridge.

**Recommendation** – to note existing appointments.

### **3. Orkney Towage Company Limited**

**Membership** – 4 directors previously comprising:

- Convener.
- Leader.
- Chair, Development and Infrastructure Committee.
- Vice Chair, Development and Infrastructure Committee.

All appointments are ex officio.

**Term of appointment** – term of office as councillor.

**Existing membership:**

- Convener – J Harvey Johnston.
- Leader – James W Stockan.
- Chair, Development and Infrastructure Committee – Graham L Sinclair.
- Vice Chair, Development and Infrastructure Committee – Andrew Drever.

**Recommendation** – to note existing appointments.

### **4. Pickaquoy Centre Trust**

**Membership** – The Trust deed provides for 5 Council-appointed trustees comprising:

- Vice Convener ex officio.
- Chair, Education, Leisure and Housing Committee ex officio.
- Chair, Monitoring and Audit Committee ex officio.
- 2 other members.

Should one of the ex officio trustees be unable to serve, there is power for the Trust to co-opt any other trustee as necessary and appropriate for a period of three years and to be eligible for reappointment. This power would relate to the ex officio appointment of the Vice Convener, as the Council has recently disestablished that role.

The Council has also determined that members of the Orkney Islands Area Licensing Board are ineligible for nomination as Trustees.

**Term of appointment** – term of office as councillor/ex officio appointment.



**Existing membership:**

- Chair, Education, Leisure and Housing Committee – Rob Crichton.
- Chair, Monitoring and Audit Committee – John T Richards.
- Andrew Drever, John A R Scott and Gwenda M Shearer.

**Recommendation** – depending on ex officio appointments made, to either note existing appointments or make appointments, should any vacancies occur.

## **5. Weyland Farms Limited**

**Membership** – 5 directors.

**Term of appointment** – term of office as councillor.

**Existing membership** – Robin W Crichton, J Harvey Johnston, Stephen Sankey, Graham Sinclair and Magnus O Thomson.

**Recommendation** – that, as the company has been wound up, there is no longer a requirement to confirm and/or make any appointments to the Board of Weyland Farms Limited.

Appendix 2.

## **Local Government, European and Multi-Agency Bodies**

### **1. Orkney and Shetland Valuation Joint Board**

**Membership** – 5 members and 2 substitutes.

**Term of appointment** – term of office as councillor.

**Existing membership:**

Substantive members – Stephen Clackson, David Dawson, Andrew Drever, J Harvey Johnston and Steven B Heddle.

Substitutes – Barbara Foulkes and John A R Scott.

**Recommendation** – to note existing appointments.

### **2. Board of NHS Orkney**

**Membership.**

The presence of elected member representation on NHS Boards is to:

- Improve communications between the two parties.
- Support closer partnership working, consistent with the principles of community planning.
- More specifically to strengthen collaboration in both service delivery and community care.

As full members of the NHS Boards, Local Authority members would be expected to be bound by the need for collective responsibility and being able to fully participate in the committee structures of the Board.

It is vital that Local Authority members of NHS Boards have the full confidence of their authorities and are able to commit to decisions on health and health services which could affect their local communities.

In this regard it is proposed that Local Authorities nominate one of the following, to be appointed by the Minister, as a member of the NHS Board:

- The Leader.
- The Deputy Leader. Or.
- The senior member of the Local Authority with designated responsibility for public health related issues.

The above are guidelines and it is a matter for the Council to nominate its representative.

The Council's representative on the Board of NHS Orkney receives a payment.

**Term of appointment** – term of office as councillor/ex officio appointment.

**Existing membership** – James W Stockan.

**Recommendation** – to note the existing appointment.

### **3. Children’s Hearing Scotland – Area Support Team**

**Membership** – 2 members.

**Appointment** – term of office as councillor.

**Existing membership** – David Dawson and John A R Scott.

**Recommendation** – to note existing appointments.

### **4. Conference of Peripheral Maritime Regions**

The Conference of Peripheral Maritime Regions is an independent network of approximately 160 European Regions from both within and outside the European Union representing peripheral maritime regions. The Conference of Peripheral Maritime Regions operates to bring the regions together for discussion and debate on areas of common concern and is instrumental in lobbying for the interests of its members at European level.

In November 2017, consideration of continued membership of the Conference of Peripheral Maritime Regions from 1 January 2019 was deferred pending the outcome of the budget setting process for 2018 to 2019. The budget setting process subsequently resolved to remove the budget for the membership and, as a result, notice of discontinuation of membership was submitted to the organisation together with a request to review membership fees for smaller areas.

The General Secretariat of the Conference of Peripheral Maritime Regions has confirmed that they are working to review membership fees and their thresholds. No further information has yet been received.

**Membership** – Leader ex officio.

**Appointment** – term of office of ex officio appointment.

**Existing membership** – James W Stockan.

**Recommendation** – to note the existing appointment.

### **5. Convention of Highlands and Islands**

**Membership:**

- Convener ex officio
- Leader ex officio

**Appointment** – term of office of ex officio appointment.

**Existing membership:**

- Convener – J Harvey Johnston.
- Leader – James W Stockan.

**Recommendation** – to note existing appointments.

## **6. Highlands and Islands Science Skills Academy**

The Science Skills Academy is a working title for a long term programme that aims to transform the engagement of young people with science, technology, engineering, mathematics and digital (STEM/D) disciplines. It will run across the entire Highlands and Islands area.

The Science Skills Academy is a joint enterprise backed by the University of the Highlands and Islands, Highlands and Islands Enterprise, Skills Development Scotland, the Highland Council, Scottish and Southern Energy and the Centre for Health Science.

In June 2016, the Council was invited to become a member of the Leadership Board, which meets quarterly and steers the overall direction of the project, while the Programme Board (officer only) meets every eight weeks and is charged with overseeing delivery of the Academy programme. There is an opportunity to join meetings of the Leadership Board by teleconference or video-conference.

**Membership** – one member.

**Term of appointment** – two years.

**Previous appointment** – Stephen Clackson.

### **Summary of previous appointee's feedback**

This body is concerned with the provision of STEM (Science, Technology, Engineering, Mathematics) hubs for school pupils throughout the Highlands and Islands. The elected member role on this Board has become one of trying to make sure the Islands are not forgotten and that the Orkney situation is understood and catered for.

For example, it was proposed that a STEM-hub would be based on the Scottish mainland; however the elected member pointed out the logistics of travelling to and from there, and how it would be impossible for Orkney's isles pupils to make use of the facility. As the pupil age-range for the STEM-hubs matches exactly that of Orkney's junior high schools, provision of a mobile facility which could serve the Isles has remained a possibility. Without continued representation from Orkney Islands Council on the Leadership Board, the elected member believes this is unlikely to be progressed.

The Science Skills Academy has been encouraged to engage with education officers in Orkney, with thoughts of an Orkney-based STEM hub in Stromness related to the renewables industry.

## **Recommendations:**

- That the Council determines whether to continue with an appointment to Leadership Board of the Highlands and Islands Science Skills Academy.
- That, should the Council continue with an appointment, to determine whether that appointment should be ex officio (for example the Chair or Vice Chair of the Education, Leisure and Housing Committee) or open to any member of the Council.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the Leadership Board of the Highlands and Islands Science Skills Academy and confirm the term of the appointment to May 2022.

## **7. Scottish Councils Committee on Radioactive Substances**

The Scottish Councils Committee on Radioactive Substances (SCCORS) is a committee established in May 2009 with the support of COSLA and the Scottish Government and with funding from the Nuclear Decommissioning Authority (NDA). The Committee is not governed by the Scottish Government, the NDA or COSLA.

### **Remit.**

- To provide a mechanism to identify a common, Scottish local authority viewpoint on matters relating to radioactive waste substances, in particular radioactive management.
- To act as an interface with the Scottish Government, Scottish Parliament and regulatory bodies as they consult on radioactive waste management and clean-up policy and practice.
- To influence national policy on radioactive waste management in the interests of the communities affected.

### **Terms of Reference.**

Bearing in mind the renewed emphasis on stronger local government and the recognition by the Scottish Government, Scottish Parliament and regulatory bodies of each authority's role as leader of its community, SCCORS will:

- Seek to ensure that all radioactive waste management operates to the highest safety, security and environmental standards by contributing to best practice in the development of a policy framework for radioactive waste management.
- Provide a forum through which to seek to establish a common local government view about the Scottish Government, Scottish Parliament and regulatory bodies' radioactive waste management policy development processes.
- Provide a forum through which advice and support can be supplied.
- Having regard to the foregoing, hold meetings as appropriate, seek appropriate local government representation on relevant bodies, provide for the briefing of Scottish local authority members on the issues concerned, publicise the issues within the local government, and seek a mechanism that will ensure appropriate community representation in all relevant decision making.

## **Aims.**

- To seek to ensure that all radioactive waste management activities operate to the highest safety, security and environmental standards.
- To raise the profile of debate within local government on any issue with very significant implications for any area affected by future proposed radioactive waste development.
- To aid 'capacity building' within local government and enable informed responses to the Scottish Government, Scottish Parliament and other relevant agencies from a broader based local government grouping.
- To be an interface with the Scottish Government, Scottish Parliament and other relevant agencies on future strategic radioactive waste policy issues.
- To effectively utilise the democratic legitimacy of local government and increase influence over policy and strategy proposals that will be critical to national progress on radioactive waste management issues.
- To provide representatives on consultative, stakeholder and advisory bodies and to report back to local government.
- To identify means by which to lever resources to enable 'capacity building' within local government so that national policy can develop with broad based democratic consent.

## **Meetings.**

Meetings take place in different locations in Scotland and, if possible, at least once a year video conferencing facilities will be available. Between meetings, consultation papers and information on matters which may be of interest to members are circulated by e-mail and a Knowledge Hub Group (restricted to members only) has also been established to facilitate communications.

**Membership** – one member (who is also the Council's representative on the Dounreay Stakeholders Group).

**Term of appointment** – two years.

**Previous membership** – Stephen G Clackson.

## **Summary of previous appointee's feedback**

Unfortunately, the elected member has only managed to attend one of their meetings, mainly owing to calendar clashes.

## **Recommendations:**

- That the Council determines whether to continue with an appointment to the Scottish Councils Committee on Radioactive Substances.
- That, should the Council continue with an appointment, to determine whether that appointment should be ex officio or open to any member of the Council, noting that the appointment is also the Council's representative on the Dounreay Stakeholders Group.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the Scottish Councils Committee on Radioactive Substances and confirm the term of the appointment to May 2022.

## **8. Scotland Excel Joint Committee**

Scotland Excel is the Centre of Procurement Expertise for local government in Scotland. Established in 2008, its remit is to work collaboratively with members and suppliers to raise procurement standards, secure best value for customers and to improve the efficiency and effectiveness of public sector procurement in Scotland.

Scotland Excel operates on the basis of a joint committee. This mechanism for the joint discharge of functions by more than one local authority has an explicit statutory basis as set out in sections 56 and 57 of the Local Government (Scotland) Act 1973, whereby two or more local authorities may appoint a joint committee of those authorities for the purpose of discharging any functions of a local authority. A joint committee can be differentiated from the type of external body envisaged by the policy detailed in section 4 of the covering report, as the joint committee of Scotland Excel has been established with the explicit duty to discharge a Council function.

The Joint Committee is made up of one or more Elected Members from each of Scotland's local authorities. It meets twice each year, in June and December at Glasgow City Chambers, and is responsible for the strategic direction of the organisation and for approving the annual budget and business plan.

**Membership** – one member.

**Term of appointment** – two years.

**Previous membership** – Barbara Foulkes.

### **Summary of previous appointee's feedback**

Attendance by other local authorities is very good. Sometimes, it is appropriate to only attend one meeting per year, depending on the agenda items.

Having an elected member on the Joint Committee has brought additional understanding of procurement requirements from an elected member's perspective. It has meant that the elected member has been able to champion the work of the Council's procurement team which would not have been possible without the direct involvement of Scotland Excel.

Membership of Scotland Excel enables the Council to utilise framework agreements which reduces the requirement to conduct individual procurement exercises and the staff resources to undertake them.

### **Recommendations:**

- That the Council determines whether to appoint one member to the Scotland Excel Joint Committee.
- That, should the Council continue with an appointment, to determine whether that appointment should be ex officio or open to any member of the Council.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the Scotland Excel Joint Committee and confirm the term of the appointment to May 2022.

## **9. Orkney Community Justice Partnership**

**Membership** – two members of the Council.

**Term of appointment** –two years.

**Existing membership:**

- David Dawson.
- Alexander G Cowie (substitute).

### **Summary of previous appointee's (Councillor Cowie) feedback**

This organisation meets regularly, but not to the extent that attendance is difficult or burdensome. As meetings are held in Orkney, no additional financial costs arise from attendance as meetings take place within the normal working day.

Orkney continues to acquit itself very well in the fields covered by Partnership and its work contributes significantly to making Orkney a safe and pleasant community. The benefit for the community is indirect but nevertheless very real.

Councillor attendance enhances the status and purpose of the Partnership by introducing direct participation of the elected representatives of the communities which these bodies serve. It is an endorsement of their validity and a considerable fillip to morale in this time of mounting service pressures and diminishing resources. It could be counter-productive if this direct link between the electorate and this valuable body was reduced or severed.

**Recommendations:**

- That the Council determines whether to continue representation on the Orkney Community Justice Partnership.
- That, should the Council continue with an appointment, to determine whether that appointment should be ex officio (for example Chair or Vice Chair of the Orkney Health and Care Committee, with one being the substantive representative and the other being the substitute) or open to any members of the Council.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member and one substitute to the Orkney Community Justice Partnership and confirm the term of the appointments to May 2022.



## Miscellaneous

### 1. Council of Society of Friends of St Magnus Cathedral

**Membership** – four members.

**Term of appointment** – term of office as councillor.

**Existing membership** – Stephen G Clackson, Steven B Heddle, John T Richards and John A R Scott.

**Recommendation** – to note existing appointments.

### 2. Dounreay Stakeholder Group

The Dounreay Stakeholder Group (DSG) is an independent body whose role is to provide public scrutiny of the Dounreay site, by providing an active, two-way channel of communication between the site operators, the Nuclear Decommissioning Authority (NDA) and local stakeholders.

The primary purpose of the DSG is to be the main interface between the community, the site operator and the NDA. In this role it exists:

- To provide an active, two-way channel of communication between the site operator, the NDA and local stakeholders.
- To give an opportunity for questioning the operator, the NDA and regulators.
- To represent local views and input timely advice to the NDA and site operator.
- To comment on the performance of NDA and site operator with regard to achievement of plans, value for money, etc.
- To commission and receive reports about activities and their impact on, for example, safety, the environment and local economy.
- To review arrangements for such matters as emergency response.
- To scrutinise and input into the prioritisation of work programmes.
- To scrutinise and input into the priorities of socio economic activities by the NDA, PBO and the site licence company and how these link into the Caithness and North Sutherland Regeneration Partnership.
- To provide views and comments to the NDA and site operator on the future of the site.
- To provide views on the NDA contract and the performance of the operator.
- To set up sub-groups to address specific issues relevant to the clean-up programme.
- To facilitate participation in the wider local consultation via public meetings and other mechanisms as required.

The group also functions as the Local Liaison Committee for the Vulcan Naval Reactor Test Establishment, providing a formal interface between the Ministry of Defence operator, the Naval Superintendent Vulcan and the local community. In this role it exists:

- To provide an active, two-way channel of communication between the Ministry of Defence and local stakeholders.
- To give an opportunity to question the Ministry of Defence operator and Defence site regulators on site operational matters.
- To review arrangements for such matters as emergency response.
- To provide views and comments to the Ministry of Defence operator on the future of the site.

Core membership of the DSG includes the following:

- Highland Council.
- Orkney Islands Council.
- Shetland Island Council.
- Community Councils.
- Business representation.
- Trade Unions.
- Health Service.
- Local enterprise company.
- Non-Government organisations.
- Community representatives.

### **Meetings.**

Full meetings of the DSG are held in public and normally at least four times a year. These meetings are held in Thurso in the evening. Dates for future meetings include 12 June 2019, 9 August 2019, 4 September 2019 (public meeting), 15 November 2019, 4 December 2019 (public meeting) and 11 March 2019 (public meeting).

**Membership** – one member and one substitute.

Previously the Council's substantive member was also its representative on the Scottish Councils' Committee on Radioactive Substances.

**Term of appointment** – two years.

**Previous membership** – Stephen G Clackson and Stephen Sankey (substitute).

### **Summary of previous appointee's (Councillor Clackson) feedback**

The elected member feels strongly that the Council should have representation on the Dounreay Stakeholder Group, as the Dounreay nuclear decommissioning facility is only 37 miles as the crow-flies from Stromness and, in Caithness, the ferry and electric cable infrastructure that Orkney relies upon are even nearer to Dounreay.

The elected member's background in physics has enabled him to ask "difficult questions" where necessary.

The Dounreay Stakeholder Group also has a socio-economic remit. Owing to the make-up of the organisation, this tends to focus on Caithness and North Sutherland, however there is no reason why Orkney should not be benefiting, too. To this end, the elected member has suggested that arrangements be made for the UK Vertical

Launch Project team to meet with Orkney councillors to explore areas that may be of mutual benefit.

**Recommendations:**

- That the Council determines whether to continue with appointments to the Dounreay Stakeholders Group.
- That, should the Council continue with an appointment, to determine whether that appointments should be ex officio or open to any members of the Council, noting that the substantive appointment is also the Council's representative on the Scottish Councils Committee on Radioactive Substances.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member and one substitute member, bearing in mind the appointment made to the Scottish Councils' Committee on Radioactive Substances, if any, and confirm the term of the appointments to May 2022.

### **3. Highland Reserve Forces' and Cadets' Association**

The Highland Reserve Forces' and Cadets' Association (RFCA) is a Crown Agency, established by Act of Parliament (under the Reserve Forces Act 1996) as one of 13 separate independent and autonomous Tri-Service corporate bodies, to support the Reserve Forces and Cadets in the Highlands and Islands of Scotland.

Highland RFCA is one of two RFCAs in Scotland. The Highland area covers 22,000 square miles and stretches from Campbeltown in Argyllshire to Lerwick in Shetland, and from Aberdeen to the Western Isles. Governance is exercised by a Ministerial Advisory Committee of the Ministry of Defence, through the Council of RFCAs, to Highland RFCA. Funding for Highland RFCA's activities is derived from MOD stakeholders which include the Defence Staff, HQ Fleet, HQ Land Forces, HQ Air Command, and Defence Estates.

The Association provides support to the Reserve Forces and Service Cadet Organisations across the Highlands of Scotland in order to enhance their effectiveness, and through representation by the Association to inform and influence the wider community on issues relating to the Armed Forces-in-Society. The Highland RFCA has a Management Board and four Area Committees.

The Association Membership is made up of Lord Lieutenants (Ex-Officio President and Vice Presidents), Ex-Officio unit and sub-unit commanders of the Naval, Marine, Army and Air Force Reserves, and the Army Cadet Force and Air Training Corps, Selected Regular and Reserve personnel with interests in the Reserves and Cadets, representatives of Local Government, Universities, Employers, Employees and all four Cadet organisations (SCC, ACF, ATC, and CCF).

Nomination to the Association is discretionary.

**Membership** – one member.

**Term of appointment** – term of office as councillor.

**Existing membership** – David Dawson.

## **Summary of previous appointee's feedback**

In the interests of efficiency, attendance at meetings, whether remotely by video-conference or in person, is assessed following receipt of the agenda. To date, it has not been required to attend any meetings outwith Orkney; however attendance at the Annual General Meeting is under consideration.

Despite non-attendance by the existing representation, Councillor Dawson has met with representatives from the Highland Reserve Forces' and Cadets' Association during their visits to Orkney and, as Councillor Dawson, in a personal capacity, is on the staff of the local Sea Cadet Corps unit, this also enables him to maintain contact.

## **Recommendations:**

- To note that, although the term of appointment is for the term of office as Councillor, namely to May 2022, the Council can, if it so wishes, review that appointment.
- That, should the Council wish to review the appointment, to determine whether that appointment should be ex officio or open to any members of the Council.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the Highland Reserve Forces' and Cadets' Association and confirm the term of the appointment to May 2022.

## **4. Orkney Alcohol and Drugs Partnership**

The Orkney Alcohol and Drugs Partnership is a multi-agency organisation incorporating over 30 members, including NHS Orkney, the Council, Police Scotland and the voluntary sector.

**Membership** – one member.

**Term of appointment** – two years.

**Previous membership** – Alexander G Cowie.

## **Summary of previous appointee's feedback**

This organisation meets regularly, but not to the extent that attendance is difficult or burdensome. As meetings occur in Orkney, no additional financial costs arise from attendance as meetings take place within the normal working day.

Orkney continues to acquit itself very well in the fields covered by the Alcohol and Drugs Partnership and its work contributes significantly to making Orkney a safe and pleasant community. The benefit for the community is indirect but nevertheless very real.

Councillor attendance enhances the status and purpose of the Alcohol and Drugs Partnership by introducing the direct participation of the elected representatives of the communities which these bodies serve. It is an endorsement of their validity and a considerable fillip to morale in this time of mounting service pressures and diminishing resources. It could be counter-productive if this direct link between the electorate and this valuable body was reduced or severed.

### **Recommendations:**

- That the Council determines whether to continue representation on the Orkney Alcohol and Drugs Partnership.
- That, should the Council continue with an appointment, to determine whether that appointment should be ex officio (for example Chair or Vice Chair of the Orkney Health and Care Committee) or open to any member of the Council.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the Orkney Alcohol and Drugs Partnership and confirm the term of the appointment to May 2022.

## **5. Orkney Natural History Society Museum Trust**

The Council provides curatorial assistance and a small annual grant to this Trust, which manages the Stromness Museum.

**Membership** – Chair, Education, Leisure and Housing Committee ex officio, with the Vice Chair ex officio as a substitute.

**Term of appointment** – term of office of ex officio appointment.

### **Existing Membership:**

- Chair, Education Leisure and Housing Committee – Robin W Crichton.
- Vice Chair, Education Leisure and Housing Committee (substitute) – John A R Scott.

**Recommendation** – to note existing appointments.

## **6. Road Safety Scotland**

Road Safety Scotland has responsibility for road safety education and publicity, working with many partners across Scotland to ensure that road safety is seen as a lifelong skill.

It draws its membership from across the road safety community in Scotland, and organises an annual Forum for all members to come together.

The main business of the organisation is carried out through the Education Sub-committee and the Publicity Sub-committee. The Education Sub-committee is responsible for developing resources for children and young people for use in schools and other educational settings. The Publicity Sub-committee, through social marketing campaigns and other publicity activities, seeks to ensure that important road safety messages are kept in the public eye once formal education is over.

**Membership** – one member.

**Term of appointment** – two years.

**Previous membership** – Andrew Drever.

## **Summary of previous appointee's feedback**

The annual forum is now reduced to a half day event. Due to the location and reduced attendance by other local authorities (both members and officers), attendance in person at this event was offering less networking/practice sharing opportunities. In the interests of efficiencies, Councillor Drever has not attended in person, but has been content to receive updates through officers when required.

### **Recommendations:**

- That the Council determines whether to continue representation on Road Safety Scotland.
- That, should the Council continue with an appointment, to determine whether that appointment should be ex officio (for example Chair or Vice Chair of the Police and Fire Sub-committee) or open to any member of the Council.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to Road Safety Scotland and confirm the term of the appointment to May 2022.

## **7. St Margaret's Hope Pier Trust**

The Council is required, in terms of the Pier and Harbour Orders Confirmation (Number 2) Act 1902, as amended, to appoint three of its members to membership of the Trust.

In July 2012, the Council was advised that the St Margaret's Hope Pier Trust was considering changes to its constitutional arrangements which included consideration of removing the requirement for Council appointments. To date, the Council has not been advised of any change.

**Membership** – three members elected to represent the East Mainland, South Ronaldsay and Burray electoral ward.

**Term of appointment** – term of office as councillor.

**Existing appointments** – Norman R Craigie, Andrew Drever and Stephen Sankey.

**Recommendation** – that the Council notes the requirement to appoint members to the St Margaret's Hope Pier Trust.

## **8. University of the Highlands and Islands Foundation**

The UHI Foundation provides a connection between the University and its communities. The Foundation advises the organisation in the pursuit of its mission, provides a two-way flow of information between the University and its community stakeholders and promotes the University's mission within and outwith their communities. The Foundation is consulted on any proposal to amend the mission statement of the University.

**Membership** – one member.

**Term of appointment** – members of the Foundation are appointed for a period of three years and shall be eligible for re-appointment.

**Previous appointment** – Steven Clackson.

### **Summary of previous appointee's feedback**

By having a member on the Foundation, the Council has a conduit through which to make the UHI aware at an early stage of how decisions taken by the UHI could have an impact in Orkney. For example, when integration was being discussed between the larger UHI partners, the elected member questioned where this would leave the smaller partners (specifically Orkney College), and this made people think again.

The elected member has provided reports to councillors on meetings he has attended to keep them informed of UHI developments, how others in the UHI see Orkney, and what is going on elsewhere in the UHI which the Council should be aware of.

As the Council's UHI Foundation member, the elected member has played an additional role at the Orkney College graduations, meeting and speaking to graduands and distributing "goody bags" from the UHI to the new alumni on behalf of Foundation.

Not having a representative on Foundation would mean the Council losing political representation in an important part of the UHI's governance and decision-making structure.

### **Recommendations:**

- That the Council determines whether to continue representation on the UHI Foundation.
- That, should the Council continue with an appointment, to determine whether that appointment should be ex officio (for example Chair or Vice Chair of the College Management Council Sub-committee, whichever is the Council appointment, or Chair or Vice Chair of the Education, Leisure and Housing Committee, as the parent committee) or open to any member of the Council.
- That, once the nature of the appointment is determined, to seek nominations, make the appointment of one member to the UHI Foundation and confirm the term of the appointment to May 2022.