

Minute

Asset Management Sub-committee

Thursday, 31 May 2018, 10:30.

Council Chamber, Council Offices, School Place, Kirkwall.



Present

Councillors W Leslie Manson, Norman R Craigie and Robin W Crichton.

Clerk

- Hazel Flett, Senior Committees Officer.

In Attendance

- Gillian Morrison, Executive Director of Corporate Services.
- Hayley Green, Head of IT and Facilities.
- Colin Kemp, Corporate Finance Senior Manager.
- Graeme Christie, Estates Manager.
- Kenny MacPherson, ICT Service Manager (for Items 1 to 3).
- Jill Macadam, Solicitor.

Observing

- Gwyn Evans, Facilities Manager (for Items 3 to 8).
- Elizabeth Dennison, Asset Management Surveyor.

Apologies

- Councillor Steven B Heddle.
- Councillor John A R Scott.
- Councillor Graham L Sinclair.
- Councillor James W Stockan.

Declarations of Interest

- No declarations of interest were intimated.

Chair

- Councillor W Leslie Manson.

1. Disclosure of Exempt Information

The Sub-committee noted the proposal that the public be excluded from the meeting for consideration of Items 5 to 7, 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. Information Technology Capital Replacement Programme

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 Head of IT and Facilities, on the motion of Councillor Robin W Crichton, seconded by Councillor Norman R Craigie, the Sub-committee:

Resolved, in terms of delegated powers:

2.1. That the Information Technology Capital Replacement Programme for 2018 to 2019, together with the indicative programme for 2019 to 2020, attached as Appendix 1 to this Minute, to be funded from the allocation of £420,000 per annum within the approved capital programme, be approved.

2.2. That powers be delegated to the Executive Director of Corporate Services, in consultation with the Head of Finance, to adjust the two year programme, referred to at paragraph 2.1 above, as variations arose in order to maximise use of the annual capital allocation.

3. Digital Strategy 2018 to 2020

After consideration of a report by the Executive Director of Corporate Services, copies of which had been circulated, the Sub-committee:

Noted:

3.1. That the Digital Strategy, approved by Council in March 2017, had been reviewed to ensure that it continued to be appropriate in meeting the Council's priorities and objectives.

3.2. That the review had confirmed that the Digital Strategy remained sound, with only very minor changes required.

3.3. Progress made with implementing the Digital Strategy, as detailed in the updated Delivery Plan 2018 to 2020, attached as Annex 2 to the report by the Executive Director of Corporate Services.

On the motion of Councillor W Leslie Manson, seconded by Councillor Robin W Crichton, the Sub-committee resolved to **recommend to the Council**:

3.4. That the updated Digital Strategy 2018 to 2020, attached as Appendix 2 to this Minute, be approved.

4. Exclusion of Public

On the motion of Councillor W Leslie Manson, seconded by Councillor Robin W Crichton, the Sub-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.

5. Change Review – Property Asset Management

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 2, 6 and 9 of Part 1 of Schedule 7A of the Act.

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 Head of IT and Facilities, the Sub-committee:

Resolved to **recommend to the Council** what action should be taken in respect of the Change Review on Property Asset Management.

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.

6. Property at Hatston Industrial Estate, Kirkwall

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 2, 6 and 9 of Part 1 of Schedule 7A of the Act.

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 Estates Manager, the Sub-committee:

Resolved, in terms of delegated powers, what action should be taken with regard to property at Hatston Industrial Estate.

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.

7. Property at Hatston Industrial Estate, Kirkwall

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 2 of Part 1 of Schedule 7A of the Act.

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 Estates Manager, the Sub-committee:

Resolved in terms of delegated powers, what action should be taken with regard to property at Hatston Industrial Estate.

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.

8. Conclusion of Meeting

At 11:50 the Chair declared the meeting concluded.

Signed: L Manson.