

Executive Committee  
09 May 2006 Public Minutes  
**Executive Committee**  
**Council Chamber, Town Hall, Lerwick**  
**Tuesday 9 May 2006 at 10.30 a.m.**

**Present:**

A J Cluness                      F B Grains  
J C Irvine                        W H Manson  
J G Simpson                      W A Ratter

**Apologies:**

J A Inkster                      W N Stove

**In attendance (Officers):**

M Goodlad, Chief Executive  
G Spall, Executive Director Infrastructure Services  
B Doughty, Interim Head of Social Work  
G Johnston, Head of Finance  
C Medley, Head of Capital Projects and Housing  
J Smith, Head of Organisational Development  
I Millar, Projects Manager  
D Haswell, Committee Officer

**Chairperson**

Mr A J Cluness, Chairman of the Committee, presided.

**Circular**

The circular calling the meeting was held as read.

**Members' Attendance at External Meetings - Update**

Mrs F B Grains	}	
Mr J C Irvine	}	CoSLA Convention & Conference – St Andrews, 5 – 7
Mr W A Ratter	}	April 2006

**Minutes**

The minute of meeting held on 21 March 2006 was confirmed, on the motion of Mr A J Cluness.

19/06

**The Capital Programme – CPMT Report**

The Committee considered and noted a report by the Head of Finance (Appendix 1).

The Head of Finance briefly introduced the report and drew Members' attention to Appendix A which detailed some projects of particular significance, e.g. Public Space CCTV in Lerwick, Rova Head Land Fill Closure and Tug Replacement – Sella Ness.

Referring to the last paragraph in section 1.3 of Appendix A, Mr J C Irvine moved that the Executive Committee recommend to the Council that the Head of Finance be given delegated authority to proceed to commence the tendering process for this project. Mr A J Cluness seconded.

The Head of Finance said that he could not envisage any problems in proceeding with the tendering process as soon as possible. In response to a question from a Member, he explained that clarity of ownership of the CCTV network would determine how funding for the project would be obtained. This was a key question to be resolved, but, in terms of the motion and on Council approval, Officers could work on this in order to reach an early conclusion with the parties concerned.

In response to concerns from a Member in relation to section 1.6 – Major Roads Strengthening, the Head of Finance advised that the change was primarily a balance of funding and a change between Revenue and Capital expenditure. He confirmed it would not have any impact on major and minor road works and basically left the situation as it currently stood.

With regard to section 1.5 – Tug Replacement – Sella Ness, Members unanimously agreed that this was essential.

In response to a question, the Executive Director advised he was aware that the Head of Roads had been in discussion with the Member for the Area with regard to Mavis Grind being “tidied-up” and confirmed that the Head of Roads was currently dealing with this.

The Committee otherwise noted the report and commended the recommendations to the Council.

20/06

**General Fund Expenditure Growth 2002/03 to 2006/07**

The Committee noted a report by the Head of Finance (Appendix 2).

In introducing the report, the Head of Finance drew Members’ attention to Appendix A. He said that there had been a big increase in the draw upon reserves that this was currently what the Council were trying to deal with.

In response to comments from a Member, the Head of Finance said that the overall trend had been of real growth in Council expenditure.

The Committee otherwise noted the report.

22/06

**Contract for Transition Management Services on Externally Invested Funds**

The Committee considered report by the Head of Finance (Appendix 4).

In response to question, the Head of Finance explained that the expert advice received from Hymans Robertson was that the best way forward was to appoint a Specialist Transition Manager and he could not offer any further information at this stage. However, he

suggested that he could ask Hymans Robertson to expand on their advice and he would provide an update to Members at the Council meeting.

Mr W H Manson moved that the Committee refer the decision on this issue to the Council and this would be following the further information received from Hymans Robertson being provided to the Council. Mr J C Irvine seconded.

23/06

### **Decentralisation of Council Activity**

The Committee considered a report by the Head of Organisational Development (Appendix 5).

Mr W H Manson said that whilst he supported the proposals contained in sections 6.5 and 6.6 of the report, in his view, these did not go far enough. He acknowledged that there was already a fair amount of decentralisation in areas where decentralisation made sense and where the jobs were, i.e. Ports & Harbours based at Sella Ness, ferry crews based on islands and Education because of the activities involved in education. However, Mr Manson said that there were a number of people commuting from the isles to Lerwick and it had to be recognised that the cost of petrol was continually increasing.

Mr W H Manson moved that the Committee request Officers to prepare a further report, within 2 cycles, that identified 2 or 3 small units within the Council that could conceivably be moved, within the next 3 – 5 years, and operate outwith Lerwick.

The Head of Organisational Development explained that in order to take this forward, an Implementation Plan would be required and this could be done within the next 2 cycles. He said it was important to ensure that any decentralisation of units was sustainable and would actually work. Also, it was important to seek the views of employees that might be involved.

After hearing this, Mr W H Manson moved the Committee recommend that Officers prepare an Implementation Plan which would encompass the matters referred to in sections 6.5 and 6.6 of the report and which would begin the process of consideration of 2 or 3 small units within the Council for decentralisation outwith Lerwick. Mr J C Irvine seconded.

In response to a suggestion from Mr W A Ratter and, in receiving the consent of his seconder, Mr W H Manson agreed to incorporate into his motion the proposal that further work should be done to identify a discrete Council unit that could be relocated.

24/06

### **Lone and Vulnerable Workers Policy and Guidelines**

The Committee considered a report by the Service Manager, Safety and Risk (Appendix 5b) and, on the motion of Mr W H Manson,

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seconded by Mr W A Ratter, approved the recommendations contained therein.

25/06 **Forum Notes – Special Environment and Transport Forum – 9 March 2006; Environment and Transport Forum – 18 April 2006 and Social Forum – 20 April 2006**

The Committee noted the minutes of the above meetings.

The meeting concluded at 11.20 a.m.

A J Cluness  
Chairperson

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