

Policy and Resources Committee – 13 February 2023

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Item	Subject	Decision
1	SIC Performance Management Arrangements	The Committee RECOMMENDED that the Council RESOLVES to APPROVE the progress made on the SIC Performance Management Arrangements at Appendix 1 and the suite of performance indicators, set out in Appendix 2, to address issues raised in the recent Best Value Assurance Report (BVAR), and for the updated report to be presented at a later date.
2	Council Investment Review for Quarter to December 2022	The Committee considered the outcome of the quarterly review.
3	Non Domestic Rates Empty Property Relief	<p>The Committee RECOMMENDED that the Council:</p> <ul style="list-style-type: none">• NOTES the devolution from the Scottish Government to local authorities of responsibility for Non-Domestic Rates Empty Property Relief and the requirement to have a policy from 1 April 2023, to suit local needs;• RESOLVES that, due to the short timescale and the need to consult and communicate any changes to rate payers, the SIC Non-Domestic Rates Empty Property Relief Scheme be APPROVED as identical to the current national arrangements for the period 1 April 2023 to 31 March 2024, as outlined in section 4.6; and• NOTES that following consultation with stakeholders, a further report will be presented to Council by the end of December 2023, with potential options for change.
4	King's Coronation 8 May 2023	<p>The Committee:</p> <ul style="list-style-type: none">• NOTED the Scottish Government has confirmed the introduction of a Bank Holiday to mark the celebration of His Majesty's Coronation on Monday, 8th May 2023 and• RESOLVED to approve the Council's response to the announcement of an additional Bank Holiday for all Council employees, namely Option 1, to do nothing and retain the Council's existing designated holiday arrangements.

5	Secondment Policy	<p>The Committee RESOLVED to:</p> <ul style="list-style-type: none"> • APPROVE the revised Secondment Policy as set out in Appendix 1; and • That the Council's Executive Manager – Human Resources be given delegated authority to make updates to the Secondment Policy where these are required to give effect to legislative requirements, Council decisions or changes in operational procedure, and to note that any such changes will be notified in the document version control and where considered necessary, by a briefing note to Councillors and/or officers.
6	Information Governance Policy	<p>The Committee RECOMMENDED that the Council RESOLVES to approve the new Information Governance Policy; and RESOLVES to:</p> <ul style="list-style-type: none"> • APPROVE the inclusion of the Information Governance Policy in the Council's Policy Framework (Constitution Part A) to be managed by the Policy and Resources Committee; and • DELEGATE AUTHORITY to the Council's Director of Corporate Services to agree updates to the Information Governance Policy where these are required to give effect to legislative requirements, council decisions or changes in operational procedure, and to note that any such changes will be notified in the document version control and, where considered necessary, by a briefing note to Councillors and/or officers.
7	Data Protection Policy	<p>The Committee RECOMMENDED that the Council:</p> <ul style="list-style-type: none"> • RESOLVES to approve the Data Protection Policy; and • further RESOLVES to DELEGATE AUTHORITY to the Council's Director of Corporate Services to agree updates to the Data Protection Policy where these are required to give effect to legislative requirements, council decisions or changes in operational procedure, and to note that any such changes will be notified in the document version control and, where considered necessary, by a briefing note to Councillors and/or officers.
8	Data Sharing Framework	<p>The Committee RESOLVED to approve the Data Sharing Framework; and</p>

		<ul style="list-style-type: none"> • further RESOLVED to DELEGATE AUTHORITY to the Council's Director of Corporate Services to agree updates to the Data Sharing Framework where these are required to give effect to legislative requirements, council decisions or changes in operational procedure, and to note that any such changes will be notified in the document version control and, where considered necessary, by a briefing note to Councillors and/or officers.
9	Asset Investment Plan – Business Cases: Retaining walls; Access arrangements at Hamnavoe School; Storage at Employability Team Workshop; and Large Scale Fender repairs	The Committee RECOMMENDED that the Council RESOLVES to approve the proposals described in Section 4.3 and included as Appendices A, B, C, D and E to this report.
10	Asset Investment Plan - Strategic Outline Case - A971 West Burrafirth Junction to Walls	The Committee RECOMMENDED that the Council RESOLVES to approve the project to proceed to the Outline Business Case stage.
11	Free School Meals and School Clothing Grant Criteria	<p>The Committee noted the recommendations from Education and Families Committee, and RECOMMENDED to the Council:</p> <ul style="list-style-type: none"> • to align the criteria for Free School Meals and School Clothing Grants; • to increase School Clothing Grant payments by 50% in 2023/24; • the funding for 2023/24 to be drawn from the Cost of Living Fund set up by the Council in 2022, and that there should be annual reviews.

END