



## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Head of Environment & Building Services  
Infrastructure Services Department**

### **ALLOTMENTS IN SHETLAND**

#### **1 Introduction**

- 1.1 Shetland Islands Council has previously agreed to lease two areas of land – one in Mossbank and one in Sandwick – to the local community for allotments. (Min Ref 06/09)
- 1.2 The purpose of this report is to update Members on the position of both sites and to ask for approval of lease conditions and site rules.

#### **2 Links to Corporate Priorities**

- 2.1 Links to the relevant priorities are detailed below:-

This project delivers corporate priorities in relation to improving health, equal opportunities, social justice, active citizenship, community safety, achieving potential, managing waste effectively, cherishing biodiversity, our cultural identity, skills development and economic diversification.

#### **3 Background**

- 3.1 Since Shetland Islands Council agreed previously to lease two areas of ground – one in Mossbank and one in Sandwick – to the local community for allotments, working groups in each of these areas have been considering the design and costing of their sites.
- 3.2 Mossbank has, with the support of Shetland Islands Council submitted a bid for £53,000 to the Climate Challenge Fund. This bid was considered at a Panel on 23 July 2009 and a decision is expected in late August.
- 3.3 Sandwick are as yet still debating their site design and hope to have a bid submitted to the Climate Challenge Fund in November, with a decision hoped for by early 2010.

- 3.4 Planning permission has been submitted to the Planning authority and all neighbouring proprietors have been notified.
- 3.5 It is hoped that with a successful financial bid from the Climate Challenge Fund that Mossbank can start work on their site from late September/October – Subject to Planning approval.
- 3.6 The Council's Legal Services have drawn up a draft lease based on standard Scottish practice. This format will serve as the standard for any Shetland Island Council lease of land for allotments. As this is the first such lease in Shetland a copy is attached as Appendix 1.
- 3.7 Land for allotments in Lerwick is still under discussion with options being considered and consulted on. A report on a preferred site will come to Committee once a preferred site has been identified.
- 3.8 Permission has been formally obtained from the Scottish Government to permit the lease of lands identified for allotments for a peppercorn rent as agreed by Council.
- 3.9 The power and obligations relating to Allotments are to be found in the Allotments (Scotland) Acts 1892, 1922 and 1950 and the Land Settlement (Scotland ) Act 1919. These include the provision for a Council to:
- make the allotments regulations known by such means as it thinks fit, and provide to any local resident on demand a free copy of the regulations.
  - keep a register available for public inspection showing the details of (i) the tenancy acreage and rent of each allotment, and (ii) any unlet allotments
  - provide an annual statement of accounts in respect of the Council's allotment provision
  - make conditions as they consider appropriate to regulate the letting of allotments. This covers matters such as eligibility, size of allotments, conditions as to how they may be cultivated, rent and period of notice. Such regulations require to be put to public consultation and then to the Scottish Ministers for confirmation.
  - ensure that site associations are properly constituted and that the terms of their constitutions ensure a fair, objective and non-discriminatory approach.

## **4 Proposals**

- 4.1 It is proposed that Members consider the draft lease at Appendix 1 and agree this as the standard format for allotment leases by Shetland Islands Council. It is also proposed that the Head of Environment and Building Services or his nominee, would have authority, in consultation with Legal Services, to vary and finalise the standard terms of the lease as may be appropriate to the particular circumstances in any case.

- 4.2 It is proposed that the Head of Environment and Building Services or his nominee be identified as the Council point of contact with regard to allotments and that he be instructed to set up and maintain a Register of Allotments as described above. This register would be made available to the public on request at the Infrastructure Services Department.
- 4.3 It is also proposed that an annual update report be made each year to the Infrastructure Committee providing the required statement of accounts as described above.
- 4.4 It is further proposed that the Allotment Regulations at Appendix 2 be adopted by Council along the lines set out in the draft at Appendix 2 (with the final format being determined by the Head of Environment and Building Services, in consultation with Legal Services. These are based on standard Scottish practice and would apply to any Council leased sites. Local Allotment Associations could at their discretion add further conditions which would be regarded as appropriate for a specific site, on the condition that the Council was made aware of and approves these additions. This will ensure a consistent and high level of standard is maintained across all Council owned sites.

## **5 Financial Implications**

- 5.1 There are no financial implications with regards to this report.

## **6 Policy & Delegated Authority**

- 6.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit, Section 12.0 of the Council's Scheme of Delegations, and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

## **7 Conclusion**

- 7.1 Allotments in Shetland are progressing with the likelihood of there being at least one operational unit by early 2010.
- 7.2 Ground for allotments in Lerwick is being pursued and will be the subject of a later report to Committee.
- 7.3 It is now critical to approve the land conditions of lease and to ensure that there is a general set of rules approved within Shetland for allotment management. The Regulations suggested are modelled on the Scottish standard and if adopted would ensure that Shetland conforms to national practice.
- 7.4 By adopting the proposals above the Council would be performing its legal requirements at a minimum cost.

## **8 Recommendation**

8.1 I recommended that Infrastructure Committee;

- i) approves the proposals in paragraph 4 of this report.

Report No: ES-23-09-F



## MINUTE OF LEASE

between

SHETLAND ISLANDS COUNCIL, formerly established under the Local Government (Scotland) Act 1973, continuing as a body corporate under Section 3 of and now constituted under Section 2 of the Local Government Etc (Scotland) Act 1994 and having their principal offices at the Town Hall, Lerwick, Shetland (who and their successors are hereinafter referred to as "the Landlords") of the first part

and

\*\*, residing at \*\*, \*\*, residing at \*\*, \*\*, residing at \*\*, and \*\*, residing at \*\*, respectively the Chairman, Vice Chairman, Secretary and Treasurer of SHETLAND ALLOTMENTS GARDENS AND PLOTS, a voluntary association, and as such office bearers Trustees for behoof of the said association, and their successors in office and the survivors and survivor of them as such office bearers and Trustees (who and their successors are hereinafter referred to as "the Tenants" which expression shall where the context so requires or admits include permitted assignees or sub-tenants total or partial) of the second part, in manner following:-

### 1. Subjects Let

The Landlords in consideration of the rent and other prestations hereinafter specified hereby LET to the Tenants but excluding assignees (legal or conventional) and sub-tenants without the prior written consent of the Landlords, which consent shall not be unreasonably withheld ALL and WHOLE that area of ground at the former Firth Camp, Mossbank, Shetland extending to 0.624 hectares or thereby and being the subjects shown outlined in red on the plan annexed and executed as relative hereto

(hereinafter referred to as "the subjects"); Together with the joint, common and mutual rights in the subjects; the parts, privileges and pertinents thereof, and the Landlords' fittings and fixtures therein and thereon.

2. Date of Entry and Duration

The lease shall endure from the \*\* day of September Two thousand and Nine until the \*\* day of September Two thousand and Twenty-nine, which first-mentioned date shall be the date of entry notwithstanding the date or dates hereof. The Tenants shall have the option to extend the duration of the Lease by a further Twenty years upon giving written notice to the Landlords to that effect no later than one year prior to the initial date of termination provided above.

3. Rent and Payment of Rent

The Tenants bind and oblige themselves and their successors all jointly and severally without the necessity of discussing them in their order to pay to the Landlords the sum of ONE POUND (£1.00) STERLING per annum as rent for the subjects payable yearly in advance on the anniversary of the date of entry, the first such payment being due on the date of entry for the year following.

4. Outgoings

The Tenants bind and oblige themselves from and after the date of entry to free and relieve the Landlords of all public, parochial and local rates, taxes, charges and assessments exigible in respect of the subjects and whether chargeable against the Landlords or the Tenants or their successors or assignees in the occupancy of the subjects. The Tenants bind and oblige themselves to pay all charges for the connection and supply of gas, electricity, water and all other services (including telephones) used or consumed in respect of the subjects.

5. Boundary fences and ditches

The Tenants shall be bound to erect, insofar as not already erected, a fence around the subjects and shall maintain the said fence and any boundary ditch or ditches at their sole expense.

6. Condition of Subjects

The Tenants hereby agree to accept the subjects and all additions thereto including (but without prejudice to the foregoing generality) all fittings and fixtures, drains, soil and other pipes, cables, conductors and others, water supply and sanitation as in good and tenantable condition at the date of entry hereunder and in all respects as suitable and fitting for the purpose for which they are let.

7. To use for Approved Purposes

The Tenants shall use the subjects as allotment gardens for the use of members of their Association for the cultivation of garden produce and for no other purpose whatsoever without the prior written consent of the Landlords, which consent may be withheld at the absolute discretion of the Landlords. The Tenants shall not during the currency of this lease use or permit the subjects or any part thereof to be used for any illegal, immoral, offensive, noisome, noxious, noisy or dangerous purpose, as a residence for any person, as a market garden or market gardens, for any agricultural purpose or for any commercial purpose whatsoever, nor shall the Tenants keep or permit to be kept on the subjects or any part thereof any livestock, poultry, pets, pigeons or other animal, fish or fowl unless this has been fully consented to by the local management group and neighbouring plot holders.

8. Not to Assign or Sub-let

The Tenants bind and oblige themselves not to assign the subjects or any part thereof without the prior written consent of the Landlords, nor to sub-let or otherwise part with the possession of the subjects or any part thereof, except for the purposes of individual allotments let to the members of their Association as hereinbefore

provided, without the prior written consent of the Landlords, which consent for the avoidance of doubt, may be withheld at the absolute discretion of the Landlords.

9. Community plots

The Tenants shall reserve a minimum of one full-size allotment plot of \*\*\* square metres for the use of disabled gardeners or for other similar community use as may be specified by the Landlords at their sole discretion.

10. Repairs and Maintenance

The Tenants bind and oblige themselves to keep and maintain the subjects and any structures erected thereon and every part thereof and all additions thereto in good and tenantable and clean, neat and tidy condition during the currency of this Lease. Any polytunnels on the subjects which suffer damage shall be repaired within six months of such damage, failing which they shall be removed.

11. No Additions, Alterations etc

The Tenants shall not erect any buildings or other permanent structures on the subjects without obtaining the prior written consent of the Landlords and the approval of all plans and specifications for the buildings or structures.

12. Indemnity

The Tenants shall have no claim against the Landlords in respect of any loss or damage suffered by them during the subsistence of this lease, unless caused by the negligence of the Landlords or their nominees. Notwithstanding the generality of the foregoing the Tenants shall indemnify the Landlords against all claims for injury to persons, whether fatal or otherwise, loss or damage to property or other liability in respect of any act or omission or anything done or omitted to be done in respect of

the subjects by the Tenants, their Assignees or Agents. The Tenants shall be bound to comply with any requirements called for in terms of any Act of Parliament, or which the Public, Local or other Authority may lawfully require in respect of the subjects under the provisions of any Statute, Byelaw or other Regulation now or hereafter to be enacted and shall pay the whole expenses thereof and indemnify and keep indemnified the Landlords against any breach of or non-conformance with any such requirement.

13. Public Liability Insurance

The Tenants shall take out and keep in force during the currency of the Lease, public liability insurance for a minimum of \*\*\* MILLION POUNDS (£\*,000,000) STERLING with a reputable Insurance Company to be approved by the Landlords and shall exhibit the policy and most recent premium receipt to the Landlords annually.

14. To permit the Landlords and Others to Enter and Repair

The Tenants shall permit the Landlords and their respective Surveyors or Agents for the time being and all persons authorised by them from time to time to enter into and upon the subjects at all reasonable times to view the state of repair and condition thereof and for all other necessary purposes. The Landlords may serve upon the Tenants notice in writing specifying any repairs or other works which are necessary to be done to maintain the subjects in a good and tenantable condition or to comply with the terms of this Lease and for which the Tenants are responsible hereunder and requiring the Tenants to carry out such repairs or works within Two calendar months of the date thereof or sooner if so required. If the Tenants shall fail to proceed with the execution of such repairs or works within the said period, the Landlords shall be entitled to enter upon the subjects and to execute such repairs or works and to recover the cost thereof from the Tenants on demand, together with interest thereon at the rate of three per centum per annum above the Clydesdale

Bank Public Limited Company's base rate from the date of said demand until payment.

15. Advertisement Boards/Signs

The Tenants shall not erect or display any advertisement board or illuminated or other sign or signs or anything in the nature of a display of lights in or upon the subjects or any part thereof without the prior written consent of the Landlords provided that such planning permission as may be required from the Local Authority shall have been obtained.

16. Irritancy

If the Tenants shall fail to implement any of the terms of this lease or shall contravene any of the provisions, prohibitions or conditions hereinbefore or hereinafter written or shall become apparently insolvent or shall grant a Voluntary Trust Conveyance of their estate for behoof of creditors or otherwise divest themselves of the estate for behoof of creditors, or if the Tenants for the time being hereunder, being a Company shall enter into Liquidation, whether compulsory or voluntary (except for the purpose of reconstruction or amalgamation while remaining solvent) or allow any instalment of rent or other prestation to remain unpaid for a period of twenty-eight days, then and in any of these events these presents shall at the option of the Landlords be ipso facto void and null without process of law or declarator to that effect and it shall not be competent for the Tenants or their aforesaid to purge the irritancy at the bar and the Landlords shall have the right to re-enter upon the subjects hereby let and possess and enjoy same without prejudice to their legal rights and remedies for recovery of all rents and others due by the Tenants.

17. Removal

The Tenants bind and oblige themselves at the termination of this Lease, or any extension thereof, unless the Landlords shall intimate that they require the Tenants to leave all or part of the buildings, erections, fittings and fixtures on the Leased Subjects in which event the Landlords shall relieve the Tenants of their obligations for reinstatement under this Clause but only to the extent of the part or parts which the Landlords require the Tenants so to leave, peacefully to flit and remove themselves, the buildings, erections, fittings and fixtures from the Leased Subjects leaving the Leased Subjects in such state, condition and form as the Landlords may at that time require subject to the terms of this Lease and in consultation with and to the approval of the Landlords' Director of Planning which approval shall not be unreasonably withheld. Declaring (i) that the Tenants shall be allowed a period of one year after the expiry of this Lease to carry out such works as are required to reinstate the Leased Subjects as aforesaid, (ii) that, in the event that the Tenants fail to carry out any demolition, removal and reinstatement works which are required under this Clause, the Landlords may carry out such works on behalf of the Tenants who shall be wholly responsible for the costs which the Landlords might reasonably incur in carrying out such works within one year of the Tenants' failure to carry out the works as aforesaid. In the event that the Landlords shall intimate that they require the Tenants to leave all or part of the buildings, erection, fittings and fixtures on the Leased Subjects, the Tenants shall not be entitled to payment from the Landlords of any sum in respect of the value of the premises or any additions thereto.

18. Access for Publicity, Sale or Let

The Tenants shall permit the Landlords or their Agents at any time within six months of the expiration or sooner termination of this lease to enter upon the subjects and to fix upon any suitable part thereof a notice board for reletting or selling the same and

shall permit any prospective lessee or purchaser of the subjects to view them at all reasonable and convenient times.

19. Arbitration

All disputes and questions of any kind other than in relation to rent as provided for in Clauses 3 and 4 hereof which may arise between the parties hereto and their foresaids whether during the currency of, or after the termination of this lease shall, failing agreement between the parties, be referred to the decision of a single Arbiter to be nominated by the parties, or in the event of their being unable to agree on the nomination, by the Sheriff of Grampian Highland and Islands at Lerwick; such reference to arbitration shall not entitle the Arbiter to state a case for the opinion of the Court of Session in terms of Section 3 of the Administration of Justice (Scotland) Act 1972. The award or awards interim and final of the Arbiter so appointed shall be binding on both parties in accordance with the Law of Scotland, the costs of any such arbitration shall be met by the parties as the Arbiter may determine.

20. Expenses

The Tenants shall be responsible for payment of the whole cost of preparing this lease and of any assignation or other deed of transmission thereof including stamp duties exigible thereon, dues of registering the same in the General Register of Sasines and/or the Books of Council and Session and obtaining two Extracts. The Tenants shall also be responsible for all surveyor's fees and other professional charges incurred by the Landlords in connection with any application to the Landlords for consent in terms of this lease or in consequence thereof.

21. Separation of Provisions of this Lease

In the event of any one or more of the provisions in this lease other than any provision relating to a monetary obligation being invalid, illegal or unenforceable in



any respect, the validity, legality and enforceability of the remaining provisions shall not in any way be affected or impaired thereby.

22. Applicable Law

The construction, validity and performance of this lease shall be governed by the law of Scotland.

23. Clause Headings

The Clause headings herein are inserted for convenience of reference and are not deemed to form part of this lease, nor shall they affect the construction thereof.

24. Consent to Registration

The parties hereto consent to registration hereof for preservation and execution: IN  
WITNESS WHEREOF



## **Appendix 2**

### **Standard Shetland Allotment Site Regulations**

All plot holders should be supplied with a copy of these regulations and should read these regulations carefully. The intention of these Rules is to aid in the allotments being worked to a high standard.

Members of the local Association are encouraged to take responsibility for the overall maintenance of their allotment area and to take part in any general tasks required. If it is anticipated that you are unable to fully maintain your plot your local Association should be advised immediately so a solution can be found.

#### **1 Plot and Allotments Maintenance**

- (a) Plot holders must maintain their plot and cultivate it fully.
- (b) Where a local waiting list exists no plot holder should hold more than one plot. No plot can be sub-let by the holder to other parties unless the local association has fully consented.
- (c) Paths should be kept clean and weed free. Plot holders are responsible for the paths adjacent to their plot as well as for their plot itself.
- (d) Plots must be clearly numbered.
- (e) If a plot holder is absent for a significant part of the growing season he/she must arrange for someone to look after their plot during the period of absence. If a plot holder has problems in arranging cover, he/she should contact a member of their local Committee to arrange a solution.
- (f) Each site should have an area for composting of vegetation rubbish.
- (g) Plot holders must ensure that plastic/paper/metal/wood waste does not accumulate on their plots. Rubbish should be removed, not left in common areas or on fence lines.
- (h) All members are expected to help maintain the common areas.

#### **2 Permissions Required – trees, huts, livestock, pesticides**

- (a) Plot holders should advise the local Association before using pesticides or weedkillers and inform neighbouring site holders.
- (b) Cultivation of trees is not permitted without the consent of the local Association.
- (c) Plot holders wishing to erect a personal hut or greenhouse must apply in writing to the local Association who must advise the Council and obtain full planning permission from Shetland Islands Council if required.

- (d) Plot holders wishing to keep livestock eg hens, bees must first apply in writing to the local Association which would seek at the least the assent of all neighbouring plot holders.

### **3 Behaviour – pets, children, other plot holders**

- (a) No pets may be kept at the allotments. Any plot holder who brings a dog to the Allotment must ensure that the dog is kept on a leash within the confines of the member's plot.
- (b) Plot holders are responsible for the safety and behaviour of any children whilst on the Allotment site.
- (c) If any plot holder has occasion to complain about the behaviour of any other plot holder, the complaint should be made in writing to the Secretary of the local Association in the first instance.

### **4 Facilities**

- (a) Water taps should be kept clean and free draining.
- (b) Suitable waste collection facilities can be supplied regularly throughout the season for the disposal of all rubbish, including wood waste at the behest of the local Association and fully paid by them.
- (c) Plot holders using manure are responsible for the tidy maintenance of their manure heap.
- (d) A Notice board should be displayed for the benefit of the public and plot holders alike. It should display at minimum a copy of the rules, numbers on the waiting list and full details of local and Council contacts. Details and minutes of local Association meetings should be regularly updated.
- (e) Plot holders should ensure that their personal tools are clearly marked and stored safely in the designated storage areas.
- (f) Where communal equipment is available the local Association should ensure that a clear set of instructions are available and that all such equipment has an annual safety and maintenance check. Potentially hazardous equipment should not be used by a member who is alone on the plots.
- (g) A First Aid Box, register and appropriate fire fighting equipment should be available at all times and should be regularly inspected and maintained by the local Association.

### **5 Plot Inspections**

- (a) Members of the local Association will carry out inspections of all plots regularly throughout the growing season starting in April to ensure that plots are being cultivated to the required standard.

## **6 Miscellaneous – sale of crops, vehicles**

- (a) Allotments are provided for the personal use of plot holders and their families. PLOT HOLDERS MAY NOT SELL THEIR PRODUCE FOR COMMERCIAL GAIN.
- (b) No plot holder is permitted to hold more than one plot as long as a waiting list exists.
- (c) No vehicles should be left in the car park overnight.

## **7 Termination of Lease/Expulsion of Association Members**

- (a) All members should be aware that when they sign their “Missive” each year, they are signing a Legal Document are required to keep to the Rules.
- (b) The local Association has the power to terminate a lease after due process as in 7(c) on grounds of inadequate plot maintenance, at any time.
- (c) If a plot falls below the required standard of maintenance an initial warning will be sent to the plot-holder by the Secretary of the Association giving 21 days in which to rectify matters. If there is no improvement after this time, this will be followed by a second warning giving a further 14 days. If there is still no improvement a FINAL WARNING giving a further 7 days will be issued. Following the expiry of this time the plot holder will be notified to vacate their plot within 14 days. During this final 14 day period the plot-holder has the right to appeal to the Council. A copy of any appeal letter must be sent to the Secretary of the Association. The warnings given during a season will remain in placed until the yearly AGM.
- (d) A lease will automatically be terminated for non-payment of rent and/or association fess by the due date
- (e) If any serious complaints are made against a plot-holder and the local Association after investigating the complaint is satisfied of its validity then the Association b y a simple majority of its members can expel the plot-holder from membership of the Association and terminate his lease.
- (f) Following the investigation the plot holder will be notified of the Association’s decision and the plot holder will have the right of appeal within 7 days to the Council. A copy of any appeal letter to the Council must be sent to the Secretary of the local Association.
- (g) Any member who wishes to terminate his/her membership, or who has it terminated, has the right to remove the following items from the plot before a new plot-holder takes over:-
  - any hut/greenhouse erected by the member
  - any bushes growing on the plot
  - any produce still to be harvested from the plot.

## **8 Association responsibilities/Changes in Rules**

- (a) It is the responsibility of the local Association to make additions to these rules if required and to ensure that all plot-holders are aware of them.
- (b) It is the responsibility of the Association to maintain the Information Board in as current form and in a way that any member of the public can have access to the information at any time.
- (c) It is the responsibility of the Association to make all plot holders aware of the Associations Constitution and to organise meetings of the Association as required, in particular the AGM.
- (d) The Association undertakes to keep plot-holders well informed about the Association, in particular by means of a regular newsletter.



## REPORT

To: **Infrastructure Committee**

**1 September 2009**

From: **Service Manager- Environmental Health  
Environment and Building Services  
Infrastructure Services Department**

### SCHEME OF ASSISTANCE

#### 1 Introduction

- 1.1 The Infrastructure Committee on 5 May 2009 considered a report to approve a draft Scheme of Assistance (this is available in the Members room or available electronically on request) to target Private Sector Housing Grant (PSHG) funding in order for the scheme to be released for public consultation (Minute Reference 32/09). This report sets out the results of the public consultation and seeks Members approval of a finalised Scheme of Assistance for implementation.

#### 2 Links to Corporate Priorities

- 2.1 The effective delivery of the Private Sector Housing function ensures delivery of a key Corporate Plan objective: Health Improvement and Social Justice.

#### 3 Background

- 3.1 The Scheme of Assistance consultation was sent to 879 households who have previously received grants, made enquiries about grants or who are currently on a waiting list for a grant. 125 questionnaires were returned.
- 3.2 The respondents agreed with the proposals that the priority groups for assistance should be the disabled, the poorest housing conditions and lowest income. Although there was a need to provide some advice and where possible financial assistance to all households. Some respondents identified other groups which are being excluded that they felt should be prioritised.
- 3.3 88% felt that giving **grants** to households without standard amenities was appropriate and 83% felt that grant assistance should be given to crofting tenants.

- 3.4 72% of respondents felt that **loans** to be repaid on the sale or change of ownership of a property targeted at those on means tested benefit in the worst housing was appropriate use of the limited funding.
- 3.5 94% of respondents believed that a Handyman scheme funded from the grant allocation should be offered free to those on means tested benefits and the disabled to carry out work up to a value of £2500.
- 3.6 84% felt that elderly households and those receiving a wider group of means tested benefits should receive a handyman service based on an hourly rate and the cost of materials provided. The comments that householders made about the Handyman Scheme are attached in Appendix 1.
- 3.7 Respondents also raised the following issues which would need consideration before finalising the Scheme of Assistance:
- 3.7.1 The prior occupancy period for grants and loans should be raised from three years to five years; it would be reasonable, to increase this to 5 years as proposed.
- 3.7.2 Over 60 is too low an age for targeting the Handyman Service; The response from the consultation recognises that there is a gap in service provision for a small repairs service and that the demand for the service demand will be high. It would therefore be reasonable to try to manage demand by increasing the age range to 70 to try to assist the most elderly and frail to remain in their homes. This could be reviewed at a later date if the demand does not appear to be so high.
- 3.7.3 The proposed Priority Groups are limited and excludes a number of groups who would have been eligible for grants in the past. Members should consider the respondents comments set out in Appendix 1 and confirm that the priorities groupings identified in the Scheme of Assistance (disabled, poorest housing conditions, low income, fuel poor and elderly) are the individuals most in need and should therefore be prioritised for financial and practical assistance.

## **4 Financial Implications**

- 4.1 The Shetland Islands Council allocation of Private Sector Housing Grant for 2009/10 is £926,000. This funding is ring-fenced and can only be used for this purpose in 2009/10, from 2010/11 onwards this budget will be rolled up into the General Grant. Indicative allocations from Scottish Government shows a probable reduction in the level of Private Sector Housing Grant funding year on year to £707,000 in 2013/14.

## **5 Policy and Delegated Authority**



- 5.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision as described in Section 12 of the Council's Scheme of Delegation.

## **6 Conclusions**

- 6.1 The consultation process indicates that there is acceptance of the requirement to prioritise assistance to those in greatest need where resources are limited. The consultation indicates that respondents were largely in favour of the Scheme of Assistance in its current form.

## **7 Recommendations**

- 7.1 I recommend that the Infrastructure Committee:

- 7.1.1 Note the results of the consultation exercise and decide on:

7.1.1.1 increasing the prior occupancy period for grants and loans from the proposed three years to five years;

7.1.1.2 increasing the proposed eligibility age limit of 60 to 70 and over for the Handyman service, to manage demand by targeting those most in need;

7.1.1.3 the inclusion or exclusion of the priority groups as identified by the consultation respondents; and

- 7.1.2 Instruct the Service Manager -Environmental Health to amend the draft Scheme of Assistance in line with these decisions and to implement the finalised Scheme.

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## **Appendix 1**

### **Feedback from Scheme of Assistance Consultation**

#### **Priorities for Assistance**

- ☐ Advice and financial assistance should be for all households
- ☐ Assistance for working families not on benefits
- ☐ Families with 2+ children should be prioritised for loans
- ☐ Single parent families should get assistance
- ☐ No help available for private landlords to maintain their properties
- ☐ A disabled person maybe less needy than the able bodied
- ☐ I do not agree with this as many disabled people are better off financially than others
- ☐ Priority should be given to genuine needs and not to people arriving in Shetland living in substandard accommodation except in special circumstances
- ☐ Financial assistance should be given to all
- ☐ Assistance should be given to people to do up derelict or semi derelict houses rather than new building, the landscape will be littered with derelict houses.
- ☐ Loans/grants should be available to all- younger families, single parents and single people are likely to be poorer than elderly and disabled people.
- ☐ A household with child under 5 should also be a priority
- ☐ I would be reluctant to apply for assistance which required means testing, it's discriminatory.
- ☐ Why just those on benefits- some of us have no savings, nothing to pay for improvements. What about ordinary house owners getting some help?
- ☐ Assistance should be given to service personnel leaving the army
- ☐ Not sure crofters should get funding as they have access to lots of funding already
- ☐ Need to address on going problem with the Cruden Houses, which need remedial structural repairs. The householders would have been entitled to a 50% grant under the old scheme but due to delays in the Council's programme for its own properties, the applicants have been unable to take up on the grants.

#### **Grants**

- ☐ The prior occupancy for grants should be increased to 5 or 10 years. Should not help those who just arrived on the island who buy property and are out of work or disabled
- ☐ If a grant is given there should be a clause saying that the person should remain a resident or else the property could be sold for profit
- ☐ Should be able to recover grant money if property is sold within a set timescale.
- ☐ Grant- no, there cannot be many, if any houses in Shetland without standard amenities unless someone is looking for grants to do up a derelict property for a holiday home
- ☐ What about the retired people who do not get benefit as they have savings a little over the limit and need repairs but cannot afford to use their savings
- ☐ Should have lived in property as main home for 5 years not three

## **Loans**

- ❑ Loans are fine but only if its evidenced that those who are on means tested benefit have looked after their properties and not spent their benefit on drink and drugs
- ❑ If people live in houses below standard on lowest income should be grant to bring it up not a loan- its not the dark ages
- ❑ Loans- good idea if repayments can be assured.
- ❑ Loans should be available to all not just the means tested benefits
- ❑ Loans would be an extremely good idea and would help so many people who are struggling
- ❑ No loans only properly assessed grants
- ❑ Loans- excellent idea
- ❑ Should not make people move they should be allowed to stay in their home
- ❑ Loans- great idea
- ❑ Loans- a crazy idea
- ❑ Loans- very sensible solution to finite funding problem- very generous
- ❑ The council is encouraging Pensioners to get into debt but can find money to pay for people to go away to courses and sports events. Why can't they find the money to repair people's roofs?

## **Handyman Scheme**

- ❑ Handyman scheme would help elderly and disabled
- ❑ Handyman is a great idea but hourly rate should be affordable
- ❑ Nothing comes free so a minimum charge for the handyman should be set.
- ❑ Handyman might undermine local business and not be very good value for money
- ❑ Handyman is a much needed service
- ❑ Pension age is now 65 so why give Handyman to 60's and overs, also is this in competition with other private contractors, the Council already subsidises too much already
- ❑ The handyman is a great idea but will be oversubscribed
- ❑ Fully agree with handyman for elderly and disabled- if hourly rate not too high
- ❑ People working but on low income should get the handyman service free too.
- ❑ Handyman service should be for the elderly and disabled not for people who could work but choose not to do so.
- ❑ Handyman- yes because it is difficult to access anyone capable of carrying out the necessary work
- ❑ Handyman is an excellent scheme provided it doesn't impact on small local contractors.
- ❑ Shouldn't give handyman to disabled households unless work is to benefit disabled person's disability
- ❑ Handyman should be offered to those on working tax credit as that is also indicator of low income
- ❑ If hourly charge applied to handyman it is more expensive for those who live in remote areas for travelling time.
- ❑ Handyman- very appropriate there is a shortage of this type of service to the community
- ❑ Is 60 the right age for the handyman?

- ❑ Many households would benefit from a handyman scheme, and those that could afford to pay would do so.
- ❑ Handyman- as long as standard of work is good and timescale for getting work done.
- ❑ No a handyman is not appropriate
- ❑ Handyman is a great idea- most builders only want to do big jobs
- ❑ Up to £2,500 seems a lot, small should mean small.
- ❑ The handyman scheme should not be offered to those who can pay their own repairs and maintenance.
- ❑ Handyman- certainly for elderly and disabled but some income support/job seekers may be able bodied enough to do repair work themselves- perhaps it could cover material costs up to a couple of hundred pounds.
- ❑ Handyman – the middle people get missed out again, we should get into more debt or do it ourselves
- ❑ Handyman- no looks like an excuse to increase already bloated staffing levels.
- ❑ Handyman a good idea because its hard to get people to do small repair work
- ❑ Handyman could attract opposition
- ❑ 60 is no longer classed as elderly and every means is needed to move people away from benefit claims- why not just put a cherry on the cake
- ❑ Handyman great idea but should be limited to means tested
- ❑ Handyman great idea but should be available to all
- ❑ The handyman would be a very welcome service as its difficult to get tradesmen to take on small repairs



## REPORT

To: **Infrastructure Committee**

**1 September 2009**

From: **Service Manager- Environmental Health  
Environment & Building Services  
Infrastructure Services Department**

### CONTAMINATED LAND IDENTIFICATION AND ASSESSMENT

#### 1 Introduction

- 1.1 The Council has a duty to inspect its area for the purposes of identifying Contaminated Land. This report updates the Infrastructure Committee on progress with the inspection and identification of Contaminated Land in Shetland and seeks approval for the issue of the initial site investigation assessment document to the statutory Consultees.

#### 2 Links to Corporate Priorities

- 2.1 The effective delivery of the Council's role in Environmental Protection delivers Corporate Priorities: Health Improvement and Protecting and Improving the Environment.

#### 3 Background

- 3.1 Since June 2000 the Council has been responsible for the assessment, inspection and investigation of contaminated land within Shetland. Contaminated land is defined as "Any land which appears to the local authority in whose area it is situated to be in such a condition, by reason of substances in on or under the land, that:

- ❑ Significant harm is being caused or there is a significant possibility of such harm being caused; or
- ❑ Significant pollution of the water environment is being caused or there is a significant possibility of such pollution being caused.

For land to be contaminated there must be a pollutant linkage, which consists of a **pollutant** (the contaminant), a **pathway** (the route for the contaminant to move along) and a **receptor** (person, property, water). All three must be linked in order for the land to be determined as contaminated.

- 3.2 In 2001 the Council adopted and published its Inspection Strategy for delivering its duties. In delivering that strategy, Environmental Health Section has systematically undertaken research to identify land as potentially contaminated due to its historic usages using historic maps, document archives, anecdotal evidence and photographs. These sites have then been physically inspected and risk assessed. The majority have been assessed as presenting no risk due to either there being no evidence of contamination or no mechanism for contamination to move by a pathway to a receptor.
- 3.3 The investigations have covered over 170 sites across Shetland, which have had a history of usage, which may have left contamination, this includes old military sites, gas works, old tips and landfill sites. A small number of sites provided insufficient information to determine whether the land falls within the definition of contaminated land. These require further monitoring and investigation, however it is likely that even these more complex sites will not, after this more detailed assessment, show evidence of pathways and receptors and therefore will not fall within the definition of contaminated land. Most contaminated sites present very little risk unless the site is disturbed.
- 3.4 Environmental Health are consulted with regard to contaminated land when a planning application is made for developments on previously used land (brownfield sites) which may be affected by contamination. Conditions may be attached to a planning permission requiring a site investigation and remediation works to be carried out in relation to a planned development. At the present time, no sites have been determined as "contaminated land" under the Environmental Protection Act 1990 Part II A legislation
- 3.5 A draft report detailing the site investigations has been published to be circulated for formal consultation with the Statutory Consultees – SEPA, SNH, HIE, Scottish Government. A copy of this document is available in the Members Room for information; copies can also be made available on disc if required.
- 3.6 Following the consultation process, the amended document will be published and the remaining higher risk site investigations and detailed risk assessments will be scheduled in order to finalise the contaminated land investigations. Where the detailed assessment confirms the likelihood of significant harm being caused it will be necessary to proceed to a remediation options appraisal for these sites, however it is anticipated that the detailed investigations will indicate that the sites are stable and no action to remediate them will be required.

## **4 Financial Implications**

- 4.1 The costs associated with the consultation process and the further site investigations will be met from existing budgets.

## **5 Policy and Delegated Authority**

- 5.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision as described in Section 12 of the Council's Scheme of Delegation.

## **6 Conclusions**

- 6.1 The Environmental Health Section have pursued its duties under the Environmental Protection Act 1990 to identify any potentially contaminated land within Shetland. These sites have been risk assessed and the Inspection Document is being issued for consultation.

## **7 Recommendations**

- 7.1 I recommend that the Infrastructure Committee;
- 7.1.1 Note the progress with the identification and assessment of Contaminated Land in Shetland and approve the release of the site investigation document for consultation.

Report Number: ES-26-09-F







## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Maintenance Manager  
Roads  
Infrastructure Services Department**

### **SCOTTISH ROAD CONDITION SURVEY RESULTS**

#### **1. Introduction**

- 1.1 Each year the Scottish Government (through the Society of Chief Officers of Transportation - Scotland – SCOTS) organises a machine-based survey of the Scottish Road Network. The survey machine travels along the road at normal traffic speeds and using a range of lasers and other instruments measures various properties of the road.
- 1.2 The purpose of this report is to update Members on changes to the survey methodologies used and explain the graphical results appertaining to the current condition of the Council's road network.
- 1.3 The surveys are currently undertaken in Scotland by a quality assured organisation – WDM Ltd., using machines that are calibrated and tested to standards set by the Transport Research Laboratory (TRL), following a competitive tendering exercise.
- 1.4 These surveys have been under continuous development and refinement over the past five years. The process was piloted in Scotland and was formerly known as the Scottish Road Maintenance Condition Survey (SRMCS). This has been further refined to bring together the best practice from similar survey developments on the trunk roads and the English authority networks. The new procedures are known as SCANNER surveys (Surface Condition Assessment for the National NEtwork of Roads). These new arrangements will allow the whole of the UK network to be compared.
- 1.5 The machine measures all our "A" class roads, 50% of our "B" and "C" class roads and 10% of our unclassified roads. The machine travels and measures each road in a single direction. This is done to help minimise the costs of the surveys. The survey providers organise to survey roads in the opposite direction each time they are surveyed. Effectively our "A" class roads are fully surveyed (i.e. both lanes) bi-annually, our "B" and "C" class roads are fully surveyed over a four year period and our unclassified network will, in theory, only be fully surveyed over a twenty-year period. In Shetland's case

many of our unclassified roads are only single-track roads so we are not as badly affected by this limitation as some authorities. The 10% sample of unclassified roads is randomly chosen, independently, by the survey provider in order to ensure that the results are representative of the entire unclassified network. The small sample size from the unclassified network is a weakness but it was considered a worthwhile compromise in order to minimise costs and keep everyone on board. To smooth out any fluctuations from the small sample size the survey results are averaged over a two-year period.

- 1.6 The survey vehicle measures the roads for any rutting, the depth of the surface texture and the profile of the road over a rolling 3m, 10m and 30m length, in the same manner as the SRMCS survey but additionally it also measures the road for signs of cracking. For each survey attribute thresholds have been set nationally, for each road class, to determine the level at which the measurement becomes a cause for concern. The upper threshold is the level at which further investigation is required to determine if treatment is required. The lower threshold measurement is the level at which further treatment must be considered. Using the traffic light principle roads with readings above the upper threshold are graphically charted as green, roads with measurements between the two thresholds are charted as orange and those at or below the lower threshold are charted red. The new procedure then uses an algorithm that assigns a weighting to each of the above measurements and determines a score, which is known as the road condition index (Rci). This road condition indicator is a more sophisticated measurement as it considers the combined effects of each survey attribute rather than looking at each one in isolation. The higher the Rci score the poorer the road condition. Any road length with an Rci score below 40 is charted as green, a length with an Rci score between 40 and 100 is charted as amber and anything with an Rci score above 100 is charted as red. By determining the average Rci for each section within each class of road and then applying this to the Network length of each road class it is possible to calculate an overall average Rci score for each road class and for the entire Network belonging to each authority. An authority's Rci score is the percentage of its network that is charted as amber or red. This allows comparison by road class and overall condition across all UK authorities.
- 1.7 The machine used to carry out Scanner surveys is equipped with more clusters of lasers and is better able to determine the position of road edges that are not defined by kerbs. The old SRMCS survey machine was less able to identify this edge, which led to some inaccurate results being reported, mainly on narrow unclassified roads. For this reason Audit Scotland agreed that it was inappropriate to combine the 2007 (SRMCS survey) with the 2008 (Scanner survey) results for the unclassified road network. It is generally agreed that the trend data for the unclassified road network will not be significantly different from the trend data from the classified network. Future Scanner surveys conducted from 2009 onwards will permit the trend data for unclassified roads to be calculated.

- 1.8 To deal with the sample size issue, referred to in paragraph 1.4, WDM have back-calculated a result from our 2007 survey in respect of our classified road network in order to provide a rolling 2-year average figure by combining our 2007 indices with our 2008 survey results. The use of the Rci figure will provide a more meaningful comparator of the Network's condition and the level of any year-on-year deterioration/improvement. These figures become particularly beneficial for monitoring trends over several years.
- 1.9 The availability of Rci data for each length of the network will help with the prioritisation of future schemes.

## **2. Links to Council Priorities**

- 2.1 This information aligns with the following corporate aim:

Performance Management – Priority 8 – Develop senior officer and Member engagement in systematic performance reporting, review and scrutiny.

## **3. Review of 2007/2008 Survey Data**

- 3.1 Charts have been produced showing that each of the Scottish Authorities road networks by road class.
- 3.2 The national trend data suggests that whilst there has been little improvement, the ongoing deterioration has been arrested and that the road conditions have been stabilised at their current levels.
- 3.3 The following table shows a breakdown of Shetland's road network by road class:

<b>Road Class</b>	<b>Network Length (Km)</b>
A Class	224.558
B Class	161.729
C Class	198.517
Unclassified	461.977
<b>Total</b>	<b>1046.833</b>

- 3.4 Looking at the attached charts of the road condition, by authority, by road class (charts 1 – 7) we can conclude the following:
- Shetland's A Class Network is of a high standard and compares favourably with other Scottish Authorities (See Chart 1).
  - Shetland's B and C Class Networks are generally OK and give an average comparison with the other Scottish Authorities (See charts 2 and 3).
  - Shetland's Unclassified road Network is generally poor and compares unfavourably with other Scottish Authorities (See Chart 4).

- As our unclassified roads make up around forty-four percent of our network our overall result gives us an Rci score of 38.3%, which is compared with other Scottish Authorities in Chart 5. This effectively means that 38.3% of our road network is in a condition that requires further assessment and monitoring, and/or maintenance treatments. Members will note that this shows that overall our road's Rci score is below the Scottish average.
  - The trend data for our classified roads Rci shows that they have been improving since 2005 (See Chart 6).
  - The trend data for our classified roads red sections shows the deterioration being arrested and improvements confirmed in the 2007 – 2009 period.
- 3.5 When we first started analysing the SRMCS data in 2004 we decided that it was more cost effective to target the available funding at the amber sections as we would be able to address many of the problems with less expensive treatments such as surface dressing. We then moved onto tackling some of the backlog of red sections. This explains the time difference between our overall rate of improvement in the classified network and the improvement in our red sections on the classified network (see charts 6 and 7).

#### **4. Conclusions**

- 4.1 Clearly, the locally held belief that our roads are in excellent condition, reinforced by favourable comments from tourists and visitors, is not fully supported by these government promoted engineering surveys.
- 4.2 Shetland invested heavily in its road network during the eighties and early nineties. Since then a series of cutbacks have more than halved our annual budget provision for the resurfacing of the network. Those investments have contributed to our gold standard, A Class road network. Our unclassified road network is largely made up of derived roads that have developed from historical dirt tracks. They are not constructed to any recognised standards, have little or no foundation layers and largely follow the existing ground terrain. Further analysis of our survey results show that these roads are largely failing due to their profile measured over a 10m rolling straight –edge. This attribute was largely ignored during the SRMCS analysis but is now incorporated into the national road condition index calculation. It measures the ride quality of the road. We can only address this failure with an expensive option of a designed overlay. It is not an issue that can be addressed quickly without significant additional funding and so will need to be tackled over a number of years. We will need to target our available funding at the more heavily trafficked, high-speed roads.

- 4.3 We also have a further problem, which is not highlighted by the Scanner survey process. We have significant lengths of our network that are too narrow for the traffic that they are expected to carry. We have been aware of this issue for a number of years but have not had the funding to do very much about it. I believe that the Council needs to be seen to be doing something to address this issue. Engineers have now largely determined the extent of the problem and have started to prioritise schemes. There are no cheap solutions to this problem but I feel that the Council would find itself in a more comfortable position if it could target even a modest budget to addressing this issue on a priority basis.
- 4.4 There is a significant percentage of our single-track network that is below 3.0m wide which is the absolute minimum width specified for any road carrying large heavy goods vehicles. We need to target expenditure at lengths of exceptionally narrow roads carrying the highest volumes of heavy goods traffic to set priorities for a widening programme. Apart from safety concerns from heavy goods vehicles travelling along either edge of a narrow carriageway there will inevitably be damage caused to the road edge and verge overrun problems. Even with a modest budget provision it will take many years to address the highest priority areas but it is important that we can demonstrate that we have a prioritised programme in place and that progress is being made to address this locally recognised issue.

## **5. Financial implications**

- 5.1 There are no direct financial implications arising from this report however Members are asked to be mindful of the situation outlined in section four when setting future budget allocations.
- 5.2 Members are also urged to discuss the points made in paragraph 4.4 and give serious consideration to the establishment of a capital fund to cover a widening programme as soon as possible. I would suggest that a budget provision of £500K per year would be needed to make significant inroads into addressing this issue. Although it will take a significant number of years to address all our narrow roads I think that perhaps a ten-year programme will address all the critical road lengths carrying public buses and/or frequent heavy goods traffic.

## **6. Policy and Delegated Authority**

- 6.1 The operational responsibility for the activities of the Roads section and the Scord Quarry was passed from Policy and Resources Committee to the Infrastructure Committee. The Infrastructure Committee has full delegated authority to act on all matters within its remit as described in section 12.0 of the Council's Scheme of Delegations and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

## **7. Recommendations**

- 7.1 I recommend that the Infrastructure Committee note the contents of this report.
- 7.2 I also recommend that consideration is given to the establishment of a £500K, narrow roads widening budget within the Council's five year capital programme, which is currently being developed, in order to address the issue highlighted in paragraphs 4.3 and 4.4.

Report Number: RD-19-09-F

"A" Roads RCI 2007\_09

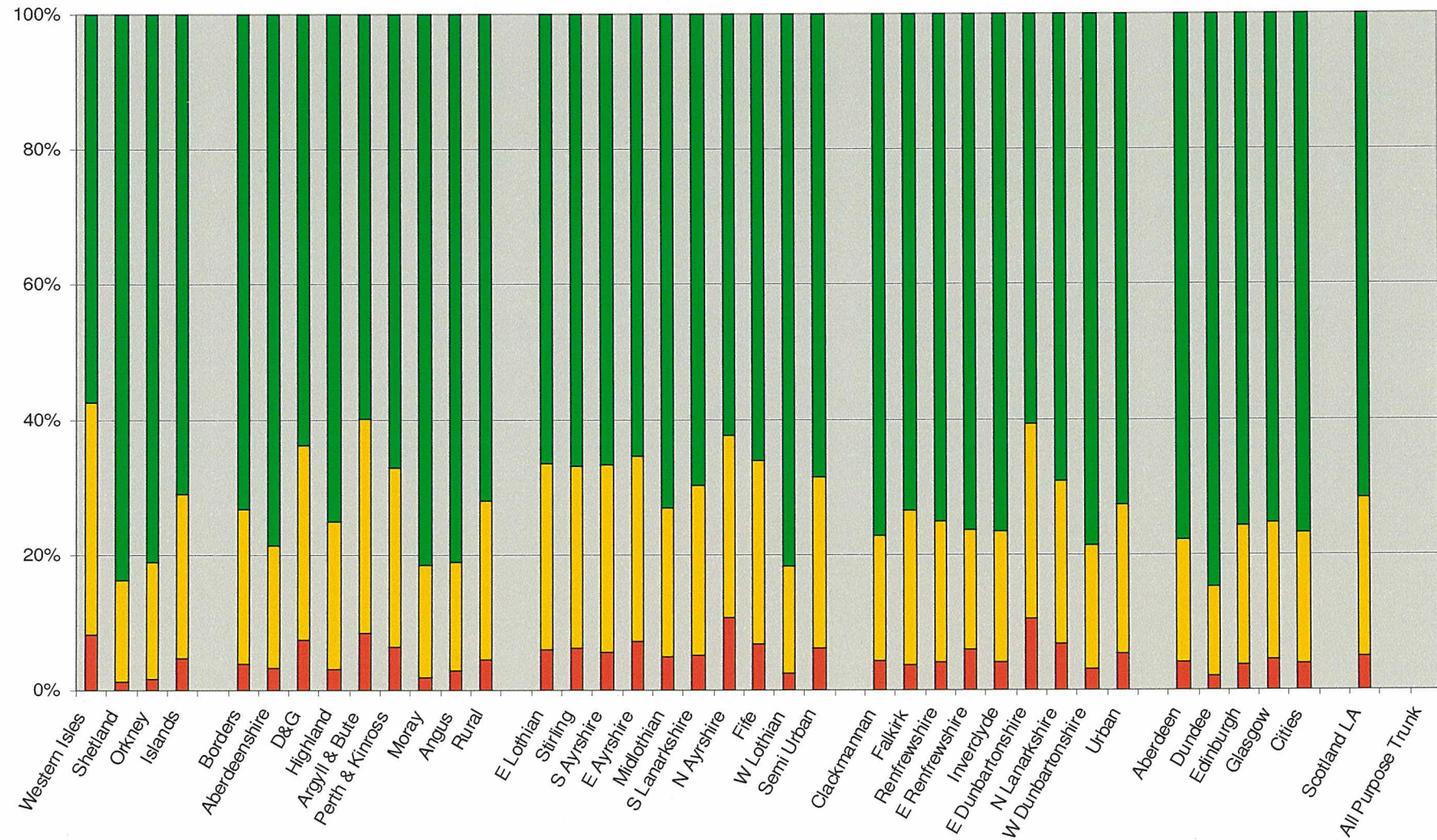


Chart 1

Key - Red = % of network needing treatment, Amber = % of network needing further investigation, Green = % of network that is OK



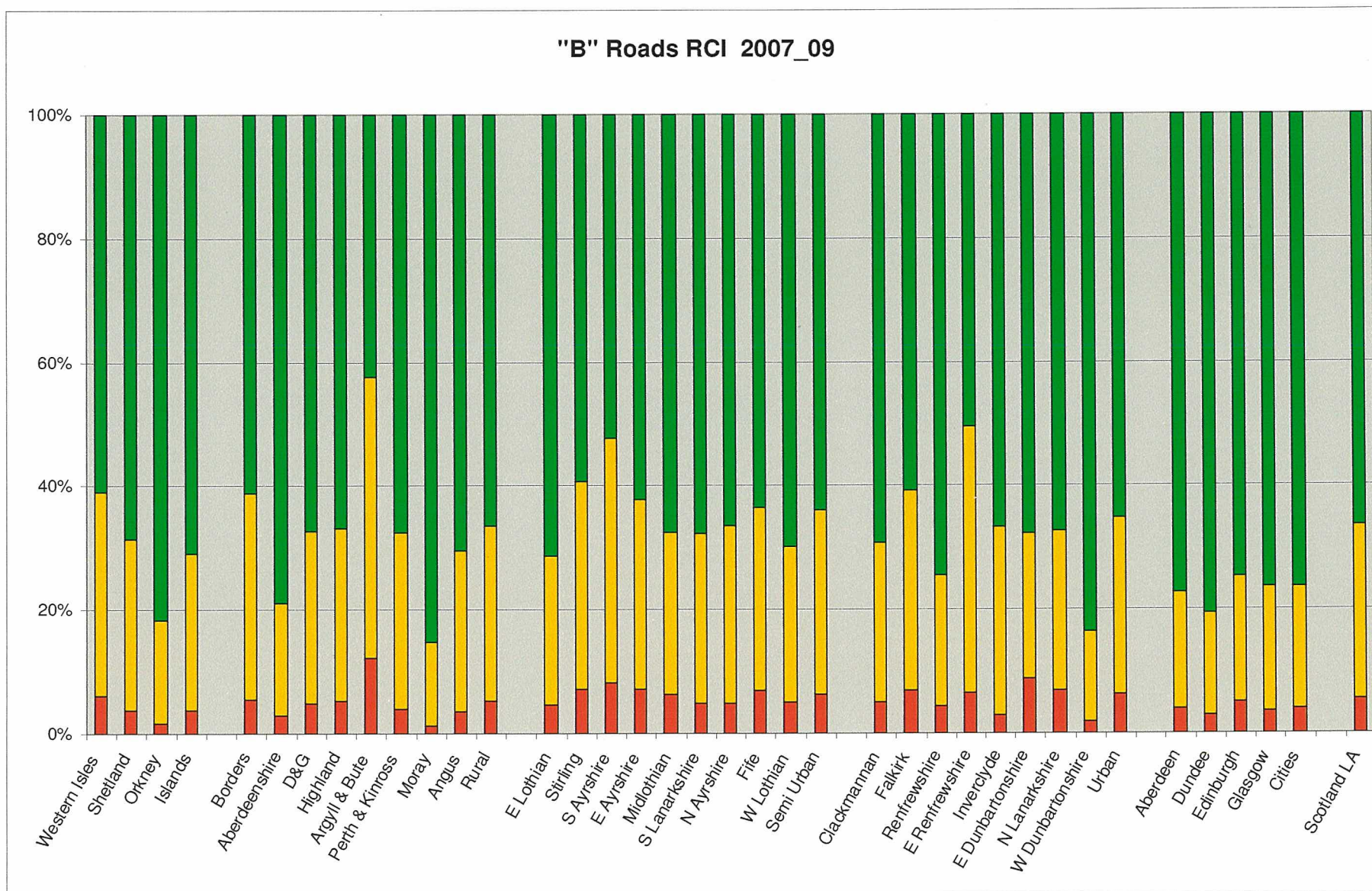


Chart 2

Key - Red = % of network needing treatment, Amber = % of network needing further investigation, Green = % of network that is OK



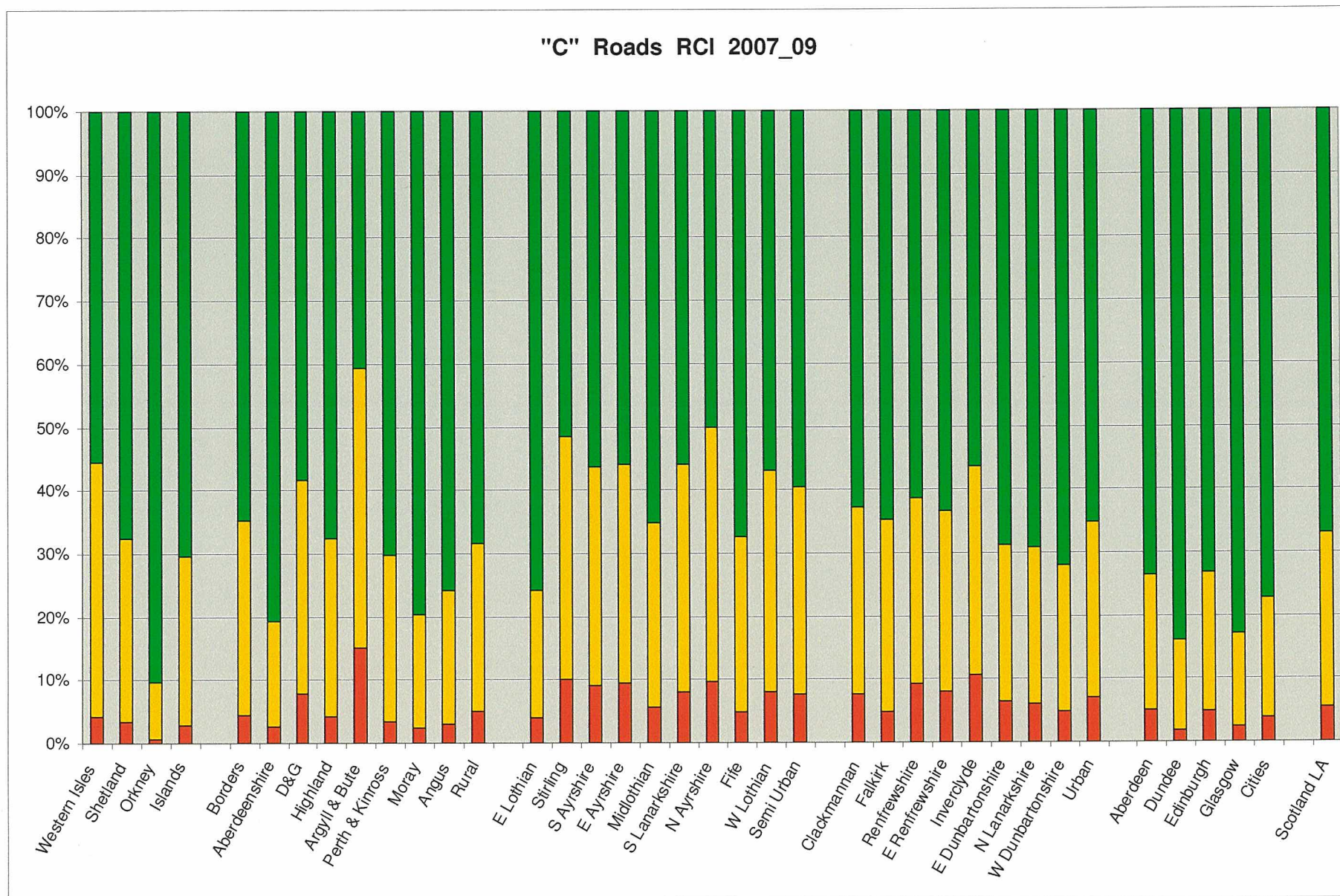


Chart 3

Key - Red = % of network needing treatment, Amber = % of network needing further investigation, Green = % of network that is OK



"U" Roads RCI 2007\_09

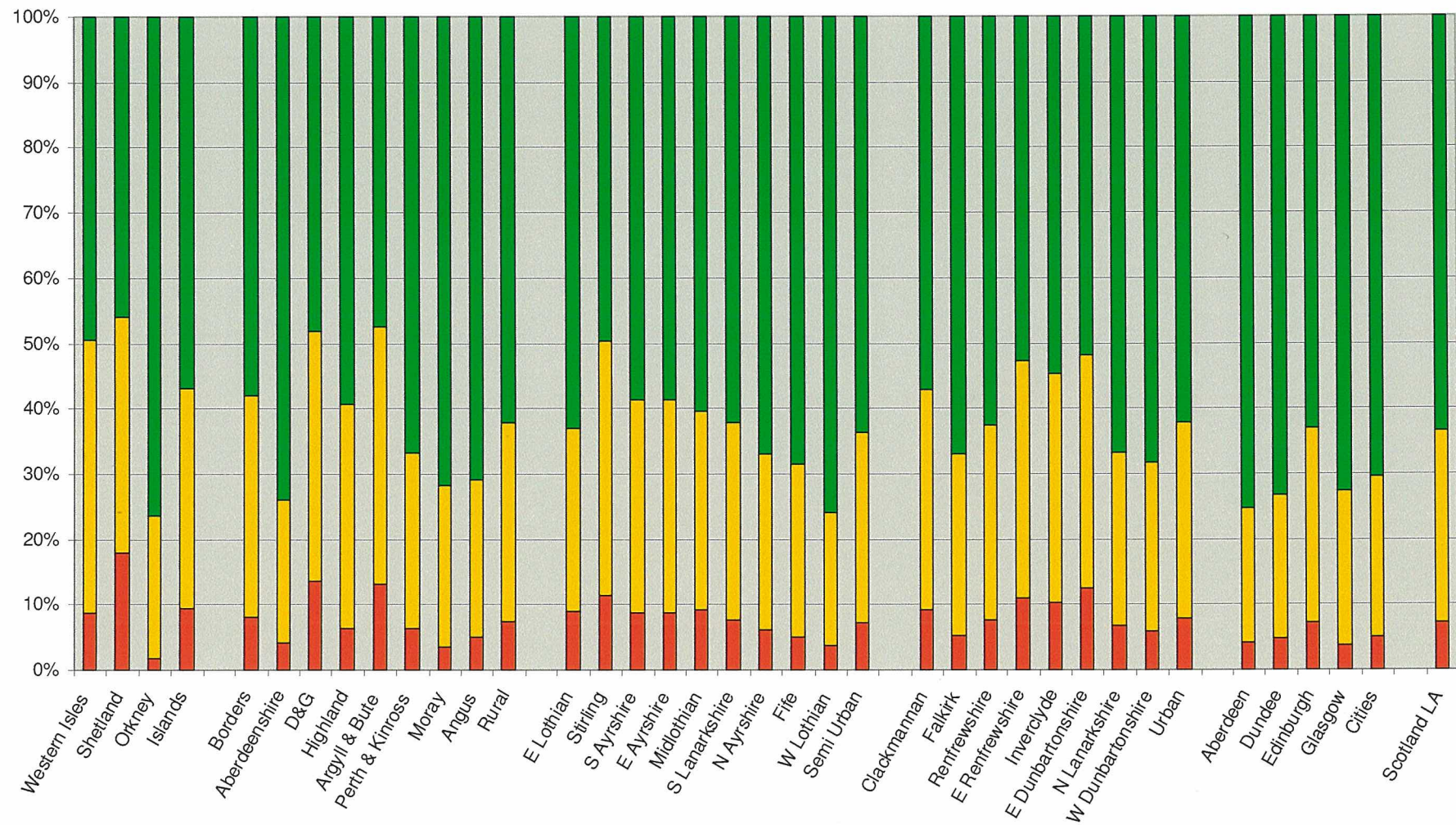


Chart 4

Key - Red = % of network needing treatment, Amber = % of network needing further investigation, Green = % of network that is OK



Network RCI 2007\_09

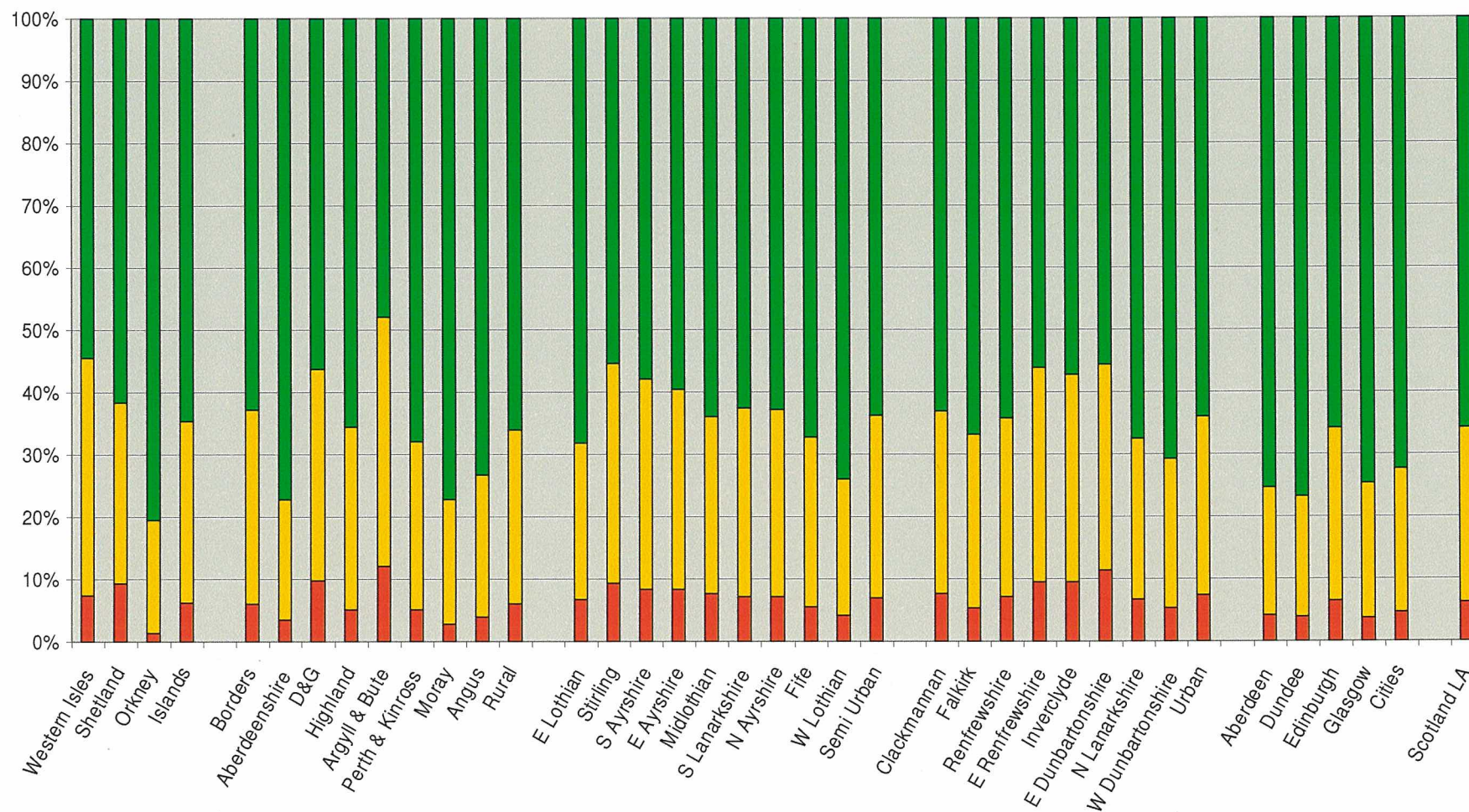


Chart 5

Key - Red = % of network needing treatment, Amber = % of network needing further investigation, Green = % of network that is OK



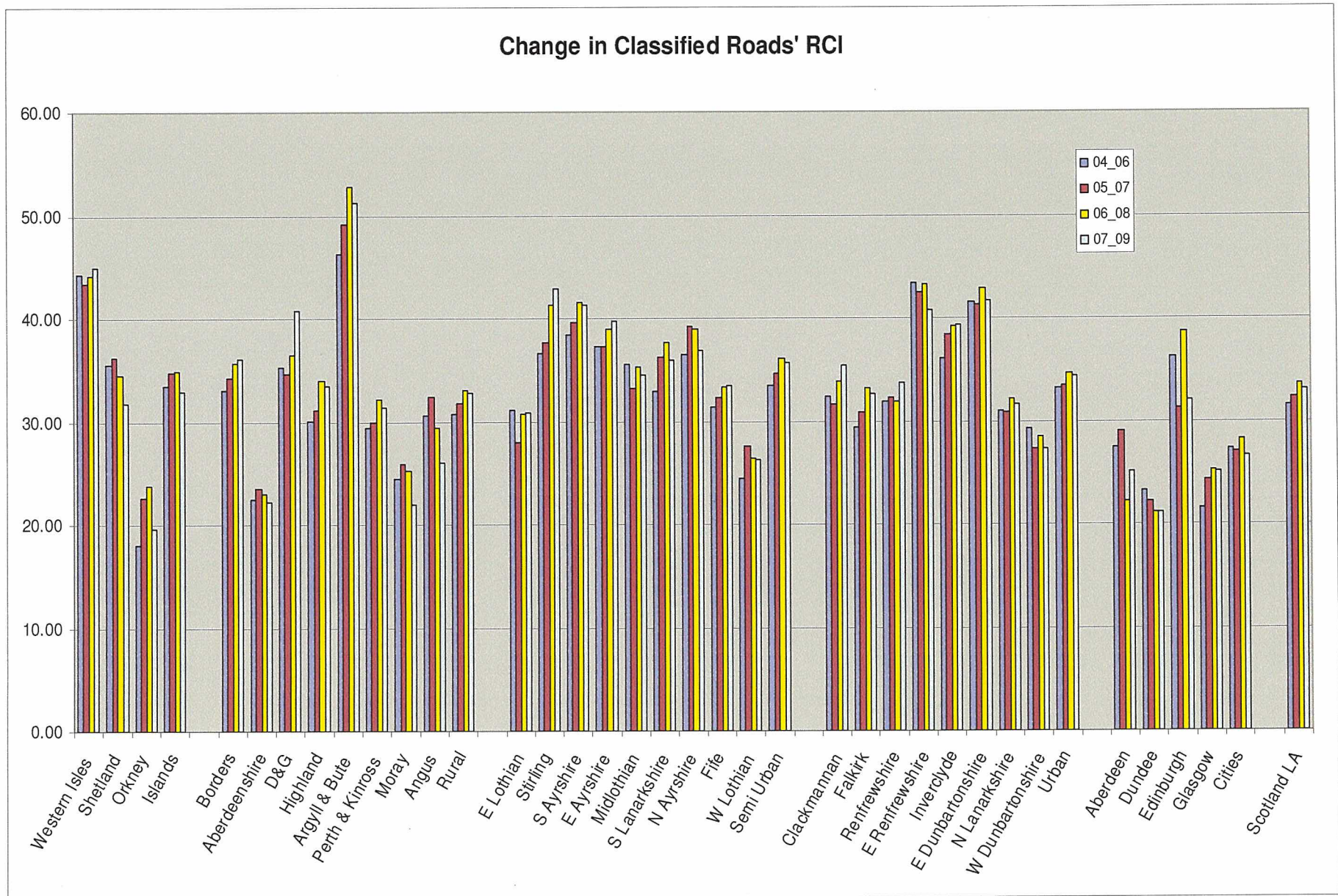


Chart 6



Classified Roads\_ Change in Red RCI

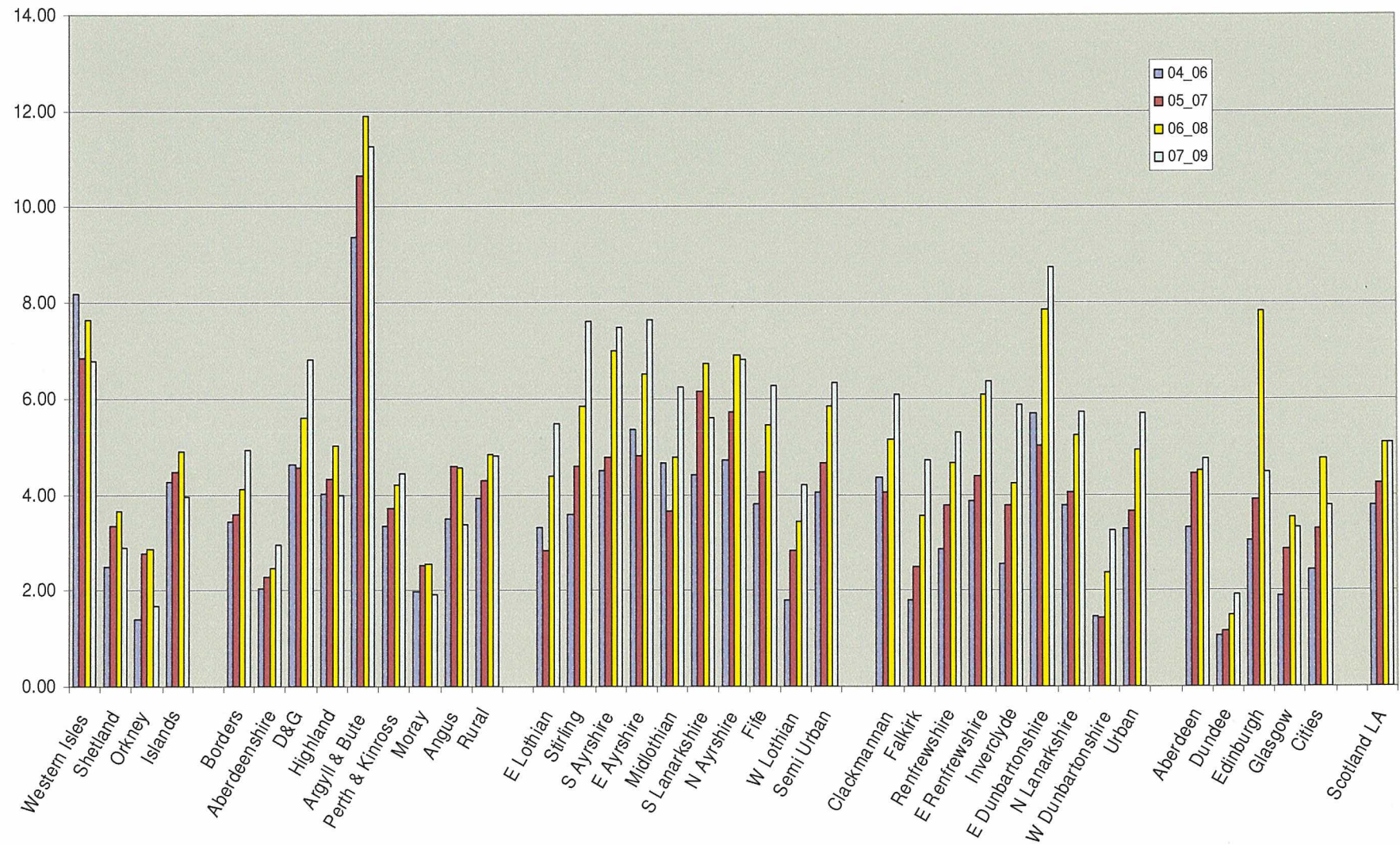


Chart 7





## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Head of Transport**  
**Infrastructure Services Department**

### **REVIEW OF AIR SERVICES IN THE HIGHLANDS AND ISLANDS**

#### **1. Introduction**

- 1.1. ZetTrans and Hitrans are undertaking a joint study to review air services in the Highlands and Islands.
- 1.2. As part of that study, the consultants (Mott MacDonald) appointed to carry out the study, are undertaking consultation with a wide range of organisations throughout the Highlands.
- 1.3. However, recognising the importance of our external and internal air services I felt it was important that Shetland Islands Council should be given a specific opportunity to input to the review.

#### **2. Links to Council Priorities**

- 2.1. The Council's Corporate Plan identifies the need to ensure that reliable, affordable and appropriate external air and sea links are developed to meet Shetland's business and social needs as one of its key objectives.

#### **3. Outline of the Review**

##### **3.1. The Study**

- 3.1.1. Air service provision in the Highlands and Islands region has changed significantly over the past five years with the introduction of the Air Discount Scheme, the loss of the Heathrow BMI service, the opening of scheduled services from Oban to the isles, and the commencement of the Flybe operations increasing the range of services to regional airports in the UK and Ireland.
- 3.1.2. **Scope:** The study will consider the needs for air service and associated infrastructure development over the next 12 years to 2022. The aim is to provide input into the Scottish Government's next spending review, which will consider the period from 2013 onwards. This time period also fits with the

current Strategic Transport Projects Review and the Scottish Ferries Review. The study will include Shetland as well as the HITRANS region and will include all services currently operating in this area, including the PSO supported services, air ambulance and seaplane services, as well as potential new services.

3.1.3. The **objectives** of this study are:

- Evaluating how changes in services and infrastructure since 2003 have met the objectives in the National and Regional Transport Strategies.
- Identifying where current provision does not meet fully the needs of communities served.
- Reviewing the co-ordination between the public agencies involved in aviation in the region.
- Reviewing options for improving air service provision.
- Recommending strategy changes, interventions and co-ordination to deliver improvement options.

3.1.4. This study has **five main components**:

- A review of the changes that have occurred in the context of what was envisaged in the previous HITRANS PSO study.
- A review of the level of asset usage (airports and aircraft) being achieved at present.
- An assessment of the challenge to be faced in maintaining a viable commercial air network in the current economic climate and longer term and also in relation to carbon emissions.
- An assessment of the potential for development and integration of the supported air services.
- An assessment of the actions required to ensure effective access from key settlements in the region to economic hubs around the world.

3.1.5. The consultants anticipate that a final report will be presented to ZetTrans and HITRANS during October 2009.

## 4. Consultation

- 4.1. Mott MacDonald held a consultation workshop between 11am and 5pm on 14 August 2009 in Room 16 at Islesburgh Community Centre.
- 4.2. This was one of several workshops held throughout the Highlands and Islands and issues collected will feed into the overall review.
- 4.3. To stimulate issues for discussion in the consultation Mott MacDonald prepared a set of questionnaires relating to their current understanding of issues/ problems/ opportunities in the various areas in the Highlands and Islands. The questionnaire relating to Shetland is attached as Appendix 1.



- 4.4. The Committee is invited to consider the content of the questionnaire and provide any views to officers on matters that should be addressed in the review. Please note that the questionnaire is a guide to relevant issues and Members can raise anything they feel is important regardless of whether it is covered in the questionnaire.
- 4.5. I will gather any views of the Committee given today and on behalf of the Council collate them into a response to Mott MacDonald.
- 4.6. If any Members wish more time to consider matters then they can get in touch with me any time after the meeting or provide responses directly to Mott MacDonald through email to Chris Collins at [Chris.Collins@mottmac.com](mailto:Chris.Collins@mottmac.com) or write to Chris at: -
- Chris Collins  
Senior Aviation Analyst  
Mott MacDonald Ltd  
St Anne House  
Wellesley Road  
Croydon  
CR9 2UL  
+44 (0)208 774 2875
- 4.7. To enable the analysis of issues to be included in the first draft of the report it would be helpful to have any consultation responses is 11<sup>th</sup> September 2009.

## **5. Financial Implications**

- 5.1. There are no financial implications arising from this report that are not met within approved budgets.

## **6. Policy and Delegated Authority**

- 6.1. The Infrastructure Committee has delegated authority to implement decisions within its remit for which the overall objectives have been approved by the Council, in addition to appropriate budget provision, as described in Section 12 of the Council's Scheme of Delegation.

## **7. Recommendations**

I recommend that the Infrastructure Committee: -

- 7.1. consider the questionnaire contained in Appendix 1 and advise officers of any views of what should be considered and/ or addressed in relation to the Review of Air Services in the Highlands and Islands.

Report No: TR-36-09-F



## Appendix 1

### Highlands and Islands Air Services Review –Questionnaire

A	Local Shetland inter-island operations	Your Comments
1	<p>We have made a preliminary assessment of the main needs of the inter-island flights as being to:</p> <ul style="list-style-type: none"> <li>- Help reduce depopulation on the outer islands</li> <li>- Provide (day-return) access to Lerwick for local health care, for education and for other personal needs</li> <li>- Provide day-return access to the islands for Council staff and other professionals, to save on overnight costs and maximise the working hours available</li> <li>- A minimum requirement for services on at least two days a week</li> <li>- Provide links to onward air services from Sumburgh</li> <li>- Keep the fares as low as possible, consistent with the ability of the council to fund the flights</li> </ul> <p>Do you agree this list of priorities or objectives? Do you wish to add or delete any objectives, or comment on those above? How should the Council determine the proportion of subsidies available to air services and the ferry services?</p>	
2	<p>Our view is that these services are difficult and expensive to operate, for the following reasons:</p> <ul style="list-style-type: none"> <li>- Small levels of demand require very small aircraft which are expensive to operate per seat</li> <li>- Few airlines compete for the subsidised operation</li> <li>- The Islander aircraft is becoming obsolete with no twin-engined replacements even on the drawing board</li> <li>- Aircraft restricted to nine seats by regulations (based on facilities at the outer island airstrips)</li> <li>- Costs of running and maintaining small island airstrips are disproportionate to the level of traffic</li> <li>- Out Skerries airstrip too short to guarantee full load</li> <li>- Cost of retaining maintenance base</li> <li>- Airstrips are only usable in daylight – reduced winter hours</li> <li>- Problems of poor weather performance and cancellations</li> <li>- Problems of peaks and troughs in demand</li> <li>- Fares are kept low to compete with very low ferry prices</li> </ul> <p>Do you agree this list? Do you believe there are any other problems that ZetTrans should be trying to address?</p>	
3	<p>We have considered possible solutions and changes, and these are described below:</p> <ul style="list-style-type: none"> <li>- The possibility of combining the Orkney and Shetland PSO operations</li> <li>- Extending the PSO franchise period beyond 3 years</li> </ul>	

	<ul style="list-style-type: none"> <li>- Adding extra islands to the network</li> <li>- Change in ownership of the Islander aircraft</li> <li>- The use of modern single-engined turboprops</li> <li>- Provide lighting and GPS approaches to selected airstrips</li> <li>- Lengthen some airstrips to accommodate more aircraft types</li> <li>- Operation of seaplanes/amphibians on some or all routes</li> </ul> <p>Do you agree this list? Do you believe there are any other possible changes that ZetTrans should be considering? What are your own views on these possibilities?</p>	
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<b>B</b>	<b>Regional air services from Sumburgh to Scottish destinations</b>	<b>Your Comments</b>
1	<p>We have made a preliminary assessment of the main needs of the regional air services to other Scottish destinations as being to offer:</p> <ul style="list-style-type: none"> <li>- High frequency service from Sumburgh to the key regional centre for the Shetland Islands, assumed to be Aberdeen – a minimum of three flights a day, allowing passengers to spend at least six hours at their destination (in both directions)</li> <li>- A minimum twice-daily service to the Central Lowlands, preferably Edinburgh, again allowing 6 hours at destination</li> <li>- A twice-daily service to the regional centre at Inverness, offering a good day-return facility in each direction</li> <li>- Daily direct links to Kirkwall, and to other parts of the H&amp;I via connections over Aberdeen, Inverness and Glasgow</li> <li>- Direct flights from Fair Isle to Kirkwall and/or Wick, to minimise the cost and journey time for both residents and visitors</li> <li>- Services to be suitably timed and suitably priced for both Shetland residents and for visitors, for both leisure and business purposes</li> </ul> <p>(Links to London and the wider world are dealt with in Section C)</p> <p>Are there any other routes you believe are vital, or any comments you wish to make? Apart from schedules and pricing, are there other air service features which need to be looked at?</p>	
2	<p>From our experience, we know that airlines have difficulty in providing these services at a reasonable price, for the following reasons:</p> <ul style="list-style-type: none"> <li>- Aircraft need to be utilised all day, not just in the peak morning and evening times</li> <li>- Overall each market is quite small. As a result, aircraft are relatively small, leading to turnaway at peak times; and having to charge relatively high prices</li> <li>- Providing good connections over Aberdeen, Glasgow and Inverness is a very low priority for the airlines</li> <li>- It is very difficult to schedule aircraft so that passengers on key routes can all have an optimum 6 hours available at their destination, for both</li> </ul>	

	<p>outgoing and incoming travel</p> <ul style="list-style-type: none"> <li>- Any direct flights from Fair Isle would have to be by Islander aircraft</li> <li>- Travellers to and from the outer isles face a lengthy connecting journey between Tingwall and Sumburgh</li> <li>- All the Saab 340s will be more than 30 years old by 2022, with no obvious replacement aircraft available yet</li> </ul> <p>Are there any other problems that you wish to raise in connection with routes from Shetland to Scottish destinations?</p>	
3	<p>We have considered possible solutions and changes, and these are described below:</p> <ul style="list-style-type: none"> <li>- Additional late evening flights to lengthen the available day for travellers – possibly subsidised at first – but would need airports to be open for longer</li> <li>- Extension of the ‘Aid of a Social Nature’ discounts to apply either to all Scottish residents, or to all visitors</li> <li>- Seek waiving of Airport Passenger Duty on flights from lowland Scotland</li> </ul> <p>Do you agree this list? Do you believe there are any other possible changes that ZetTrans should be considering? What are your own views on these possibilities?</p>	

C	Services to other UK and global destinations	Your Comments
1	<p>We have defined the need for the Shetland Islands to be linked with major destinations in the rest of the UK and Europe, including hubs for onward intercontinental travel, for residents on business travel, for inward business and inward tourism.</p> <p>There is a lesser need to provide links for onward leisure travel for residents.</p> <p>What specific destinations (and other needs) are necessary for travel to and from the Shetland Islands?</p>	
2	<p>We believe that there are the following problems facing travel to the rest of the UK and the world:</p> <ul style="list-style-type: none"> <li>- Apart from seasonal flights to Bergen, there are no direct links – demand for each individual destination is too small.</li> <li>- Insufficient demand to justify low cost carriers.</li> <li>- All traffic has to fly via at least one intermediate airport:</li> <li>- To London and other UK destinations via Aberdeen, Inverness or Edinburgh</li> <li>- To Europe via Aberdeen, Edinburgh and Glasgow</li> <li>- To Scandinavia via Bergen</li> <li>- And to New York and Dubai via Edinburgh or Glasgow</li> </ul>	

	<ul style="list-style-type: none"> <li>- All other destinations require at least three flights</li> <li>- Connection times are rarely convenient and day returns are rarely possible</li> <li>- A risk that Aberdeen may lose its direct flights to Heathrow</li> <li>- Time required to guarantee connections is increasing</li> <li>- Interlining and through baggage are not always available</li> <li>- Ticket prices are often the sum of two sectors</li> </ul> <p>What other problems are experienced by travellers to and from the Shetland Islands? Which are the most critical problems?</p>	
3	<p>What solutions and improvements are possible? Perhaps:</p> <ul style="list-style-type: none"> <li>- Some flights to Scottish centres could be rescheduled to offer improved connections</li> <li>- Airlines could offer through baggage ticketing, and through ticketing at lower prices</li> <li>- Airlines could extend or link up flights so as to offer (for example) a through flight Sumburgh-Edinburgh-Manchester</li> <li>- Campaigning for a guaranteed air service between Aberdeen and Heathrow</li> </ul> <p>What other ideas do you have that would improve the accessibility of more distant points from Sumburgh?</p>	

D	General	Your Comments
	<p>What other areas do you believe this Review should address?</p> <p>What other ideas do you have for improving air access to and within the Shetland Isles?</p>	

Please feel free to continue on to another sheet of paper if there is insufficient space.



## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Head of Transport  
Infrastructure Services Department**

### **APPOINTMENT OF MEMBERS TO OUTER ISLES STAG WORKING GROUP**

#### **1. Introduction**

- 1.1. The Transport Service, on behalf of ZetTrans, is carrying out a study into the Transport links to Fair Isle, Foula, Papa Stour and Skerries under the Scottish Transport Appraisal Guidance (STAG) appraisal framework.
- 1.2. This report recommends that the Infrastructure Committee nominates Members from each of the appropriate wards to sit on a Working Group to oversee the study.

#### **2. Links to Council Priorities**

- 2.1. The Council's Corporate Plan states "*Shetland's communities are scattered and have a diverse set of needs. To best address those, we must have sustainable road, sea and air transport systems, both internal and external, that ensure everyone is able to access the places, services and opportunities they need.*"

#### **3. Background**

- 3.1. To date ZetTrans has carried out studies under the STAG framework on the transport links to Bressay, Whalsay, Yell, Unst and Fetlar.
- 3.2. There is a commitment in the Shetland Transport Strategy to carry out studies into the transport links to all of Shetland's islands and this study will fulfil that commitment.
- 3.3. Therefore it is intended to carry out a study under the STAG framework into the transport links to Fair Isle, Foula, Papa Stour and Out Skerries.
- 3.4. Under the STAG framework engagement with communities and stakeholders from the outset is considered essential in ensuring an inclusive process and ensuring a properly informed outcome to the study.
- 3.5. The Working Group proposed in this report will ensure this is achieved.

#### **4. Proposal**

- 4.1. It is proposed that a Working Group be established to engage with officers of the Council's Transport Service and oversee a study to identify means of providing sustainable and efficient transport links for the long-term, to and from Mainland Shetland for Fair Isle, Foula, Papa Stour and Skerries.
- 4.2. The remit and composition of the Working Group is detailed in Appendix 1 to this report.
- 4.3. The Committee is invited to nominate a Member from each of the Shetland South, Shetland West and North Isles wards to sit on the Working Group.

#### **5. Financial Implications**

- 5.1. Expenses incurred by Members in attending meetings etc. are recoverable if they form part of an approved duty in terms of Section 3.2 of the Council's Scheme of Members' Approved Duties. The proposed expenses will be contained within the Members' Travel and Expenses budget, and have already been budgeted for under the 2009/10 Revenue Estimates process.
- 5.2. The financial implications of this proposal would be the cost of Members' attendance at meetings in Shetland. There will be at least 1 meeting on each of the islands that the relevant Member is anticipated to attend and 4 further meetings at various stages of the study.

#### **6. Policy and Delegated Authority**

- 6.1. The Infrastructure Committee has full delegated authority to act on all matters within its remit, "Section 12.0 of the Council's Scheme of Delegations" and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.
- 6.2. Attendance at meetings as a nominated or appointed representative is deemed an approved duty in terms of Section 3.2 of the Council's Scheme of Members' Approved Duties.
- 6.3. It is Council practice that voting, if necessary, shall be conducted by secret ballot using first-past-the-post principles.



## **7. Recommendation**

I recommend that: -

- 7.1. The Infrastructure Committee nominate a Member from each of the Shetland South, Shetland West and North Isles wards to join the Outer Isles STAG Working Group to oversee the study into transport links to the islands of Fair Isle, Foula, Papa Stour and Skerries.

Report No: TR-38-09-F



## **Appendix 1**

### **OUTER ISLES STAG WORKING GROUP**

#### **1. REMIT**

To provide a means of engaging with stakeholders and communities and guide a study to identify means of providing sustainable and efficient transport links for the long-term, to and from Mainland Shetland for Fair Isle, Foula, Papa Stour and Skerries giving consideration of transportation provision including air services, bus services, ferry services and road links

#### **2. MEMBERSHIP**

- One Member from each of the wards containing Fair Isle, Foula, Papa Stour and Out Skerries.
- One Community representative from each of the islands of Fair Isle, Foula, Papa Stour and Out Skerries
- Lead Officer of ZetTrans
- Service Manager – Transport Planning and Support
- Transport Strategy Officer

QUORUM – At least one third of the membership, including at least one Councillor, should be present at each meeting.

#### **3. AUTHORITY AND REPORTING**

The Group is purely advisory and has no executive powers. Any proposals arising from the work of the group must be referred by report from the LEAD OFFICER to ZetTrans and the Council's Infrastructure Committee for decision.

#### **4. ADMINISTRATION**

Administration will be provided by the Council's Transport Service

#### **5. GENERAL**

Meetings shall be held at key stages in study process in line with the guidance given in the Scottish Transport Appraisal Guidance. As a minimum (but not necessarily limited to) this will be at the start of each of the following stages (some stages may be combined): -

- Identifying Issues, Problems and Opportunities
- Setting Study Objectives
- Generating Options
- Initial Sifting and Appraisal
- Detailed Appraisal
- Reporting

It is anticipated that there will be at least one meeting on each of the islands and 4 further meetings giving 8 meetings in total over the course of the study.





## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Head of Transport  
Infrastructure Services Department**

### **WHALSAY LINK – CHOICE OF SITE FOR WHALSAY FERRY TERMINAL**

#### **1. Introduction**

- 1.1. This report seeks a decision of the Committee on which option for a terminal on Whalsay should be taken forward to detailed design and appropriate consents.

#### **2. Links to Council Priorities**

- 2.1. The Council's Corporate Plan states "*Shetland's communities are scattered and have a diverse set of needs. To best address those, we must have sustainable road, sea and air transport systems, both internal and external, that ensure everyone is able to access the places, services and opportunities they need.*"
- 2.2. The Shetland Transport Strategy aims and objectives include: -
- Section 6.20** – ZetTrans is committed to the improvement of the Whalsay ferry service and is currently undertaking a STAG Part 2 Study examining future options for the service including consideration of new vessels and terminals.
- 2.3. The Council adopted the recommendations of the STAG Whalsay Link Study on 10 June 2008 (Infrastructure Committee min. ref. 44/08)

#### **3. Background**

- 3.1. Report No. TR-17-08-F to the Infrastructure Committee on 10 June 2008 (min. ref 44/08) gave details of the findings and recommendations of the detailed appraisal into options for providing a sustainable transport link between Whalsay and Mainland Shetland. The Committee recommended to the Council that the following be adopted as Council policy for the transport link to Whalsay: -
- Retention and maintenance of MV 'Linga'
  - Introduction of one larger-sized ferry vessel (31 vehicle capacity)

- Upgrading of Laxo ferry terminal to accommodate larger-sized ferries
  - Construction of a new North Voe ferry terminal on Whalsay.
  - Upgrade of Vidlin to remain as diversionary port capable of accommodating the larger ferry and MV 'Linga'.
- 3.2. As the Transport Service has carried forward the policy there has been continued views expressed by a sector of the Whalsay Community that the development of a terminal in the North Voe will have unacceptable impacts and that they feel they have not been adequately involved in the process.
- 3.3. Acknowledging the importance of the views being expressed, Report TR-18-09-F on 16 June 2009 (min. ref. 58/09) informed Members of the intention to consult further on the preferred location for the Whalsay terminal and a modified option for a terminal in Symbister that had previously been considered.
- 3.4. The objective of the consultation was to give the opportunity for the Community to offer any new information and/ or views that could be used to further inform the appraisal carried out in the Whalsay STAG study and see if there has been any significant changes that could change the outcome of the appraisal.
- 3.5. For ease of reference I have attached the Executive Summary of the STAG study as Appendix 1 and a copy of the full STAG study is in the Members' Room for reference.
- 3.6. The remainder of this report details: -
- The options;
  - A desktop risk comparison of the two options under consideration from an operational, technical/ construction and planning/ consents perspectives;
  - Summarises the issues raised in the latest round of Community consultation;
  - Identifies the key points from the consultation and any new points that haven't already been raised;
  - Conclusions;
  - Courses of action available to the Committee; and
  - Recommendations.

#### **4. The Options**

- 4.1. Appendix 2 contains diagrams of: -
- the preferred option from the STAG study of 2008 (Option 4); and
  - the option that was consulted on in July of this year (A slightly modified version of Option 2 from the STAG study).

## **5. Operational, Technical/ Construction and Planning/ Consents Risk Comparisons**

- 5.1. The report looks at comparative risks from 3 perspectives. These are: -
  - Operational
  - Technical
  - Planning/ Consents
- 5.2. The process has not gone through an in-depth risk analysis of each of the options (the original STAG appraisal did this for each of the options) but has been limited to a high level comparison of the options to check whether anything significant has changed that would alter the conclusions of the original STAG study.
- 5.3. **Operational**
  - 5.3.1. The Ferry Service has carried out a comparative risk assessment of each of the two options. A copy of the assessment is attached as Appendix 3.
  - 5.3.2. During the course of this there has also been a continuing dialogue with the Head of Service - Ports and Harbours.
  - 5.3.3. In summary, the assessment highlights that there are more operational risks attached to the construction and operation of an upgraded terminal in Symbister than a new terminal in North Voe.
  - 5.3.4. None of the risks render a new terminal in Symbister unusable or entirely unsafe but in mitigating the risks to acceptable levels there will be inevitable constraints placed on ferry and harbour operations which could lead to a diminished service in certain conditions.
  - 5.3.5. Furthermore, providing a new pier structure within Symbister Harbour may constrain development in the future for marina users and other users of the harbour.
  - 5.3.6. However, in terms of harbour operations, the construction of a new terminal in North Voe will mean the creation of what is effectively a new harbour in addition to Symbister which is likely to lead to increased costs in terms of operation and maintenance of proportionally more infrastructure.
  - 5.3.7. If we are adopting purely an operational risk perspective then North Voe is the preferred site in comparison with the Symbister option. Therefore the conclusions reached in the original STAG study remain valid.

#### **5.4. Technical and Construction Risks**

- 5.4.1. The fundamental difference between the two options is that North Voe is a green field site and Symbister is a relatively small and sometimes congested operational harbour.
- 5.4.2. In essence this means that it is always going to be more difficult and therefore more risky, to construct a new ferry terminal in Symbister compared to North Voe.
- 5.4.3. To carry out a detailed risk assessment of the two sites would require significant time and resources. Therefore, at this stage, to enable the Committee to understand the principal risks and to inform a decision on which option to develop, it is adequate to adopt a simple risk comparison in the form of a “pros and cons” assessment of each of the sites. This is contained in Appendix 4.
- 5.4.4. If we are adopting purely a technical and construction risk perspective then North Voe is the preferred site in comparison to the Symbister option. Therefore the conclusions reached in the original STAG study remain valid.

#### **5.5. Planning/ Consents**

- 5.5.1. Both North Voe and Symbister are included in the Symbister Harbour area. Therefore, which ever option is chosen, it will be subject to the same Planning and Consents processes.
- 5.5.2. It is my assessment, from the most recent consultation and the consultation that took place during the STAG study, that the North Voe option is more likely to receive objections during the consents process than the Symbister option.
- 5.5.3. Furthermore, based on my experience on other projects, it is my assessment that any objections to the North Voe option are likely to be more significant in terms of the consents required, particularly under environmental legislation.
- 5.5.4. However, the case for North Voe is robust and has been reached in a very thorough manner and it is probable that the project would be successful in getting the necessary consents.
- 5.5.5. Having said that, it should be recognised that if objections cannot be resolved and the project becomes subject to any sort of planning inquiry, then it could add up to a year to the consents process to have matters determined in an appropriate manner.
- 5.5.6. These points were acknowledged in the appraisal process in the original STAG study. Therefore the conclusions reached in the original STAG study remain valid.



5.5.7. Members should note that, although the North Voe option is more likely to receive objections during a consents process, it cannot be assumed that the Symbister option would not receive any objections when going through the same process.

## 6. Summary of Issues from Community Consultation

- 6.1. Transport Service staff carried out a focussed consultation process on Option 4 during July 2009 and early August 2009.
- 6.2. Appendix 5 contains the detailed comments and points raised at a consultation meeting held on 7th July 2009 and in subsequent emails and telephone calls. Please note that all names have been removed so that comments are not attributed to anyone. I have tabulated the comments into the following categories: -

(i) Comments Supporting North Voe	(ii) Comments Supporting Symbister	(iii) General Comments
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- 6.3. Views within the Community in the third category relate predominantly to how Option 2 could be reconfigured to make it work more effectively in relation to other users of the harbour.
- 6.4. The main principles raised in the consultation in **support** of placing the new ferry terminal within **Symbister** are: -
- It retains activity within the traditional maritime hub of the island.
  - It benefits the continued activity of existing or new facilities in and around Symbister, e.g. the shop and the boating club.
  - It would make the proposed COPE (café, information centre, visitor centre) project, if it goes ahead, more viable.
  - It leaves the North Voe unspoilt and retains the amenity (e.g. scenic area, undisturbed use for small boats and swimming) it provides to the community.
  - Residents around North Voe do not suffer possible detrimental impacts either during construction or ongoing operations.
- 6.5. The main principles raised in the consultation **against** placing the new ferry terminal within **Symbister** are: -
- It will create a more congested harbour due to larger ferries operating and more structures needed to accommodate ferries.
  - It will destroy the "Peerie Dock" with loss of heritage, displacement of some small vessels (and no room in the marina to accommodate them).
  - It will constrain the development of the ferry service because the option can only accommodate one larger vessel so if more capacity is needed in the future it will not be able to be provided.
  - It doesn't return as much space to other users as moving to North Voe.

- 6.6. The main principles raised in the consultation in **support** of placing the new ferry terminal within **North Voe** are: -
- It releases space in Symbister for expansion for other users (white fish fleet, marina users, etc.).
  - It allows growth/ expansion of the ferry service when needed in the future.
  - It does not prevent the “Peerie Dock” from being restored in the future.
- 6.7. The main principles raised in the consultation **against** placing the new ferry terminal within **North Voe** are: -
- It creates two harbours which will cost more to maintain and run.
  - It takes activity and people away from Symbister and reduces its value as a hub in the island.
  - There will be greater environmental and social impacts, particularly during construction.
  - The facility will be redundant if Whalsay gets a fixed link.
  - Concerns about road safety due to traffic to/ from ferry and children walking to school.

## **7. The Key Points and New Issues from Consultation**

- 7.1. The majority of the issues raised in the latest round of consultation were raised and considered in the appraisal during the STAG study. However, it can be said that some points were made by more people and made more strongly than previously and they relate predominantly to development of the North Voe. They are: -
- Impact on the environment
  - Loss of amenity
  - Road safety
  - The splitting of the hub of activity that Symbister currently is
  - Visual and noise impacts on neighbours of the proposal.
- 7.2. The most significant point in the current consultation that is new compared to the STAG consultation is that the proposed COPE development of a café/ visitor centre/ information point would benefit significantly from the retention of the ferry service in Symbister.
- 7.2.1. It is a fundamental point in the feasibility study that the proposed facility will benefit from the passing trade related to the ferry terminal in Symbister. Therefore it is a plausible argument that the COPE project would be less attractive if the terminal and the associated ferry traffic and visitors were not adjacent to the COPE development.

## 8. Conclusions

8.1. In order to draw meaningful conclusions it is helpful to remind ourselves of the objectives that options were appraised against in the original STAG appraisal. These were: -

- To deliver a solution that is affordable (for funding bodies);
- To deliver a solution that is operationally sustainable;
- To at least maintain the current level of accessibility to the island;
- To reduce the conflict between ferry and other harbour users;
- To better match supply and demand; and
- To ensure the socio-economic characteristics of the island are not constrained.

8.2. The original STAG study concluded that Option 4 was the best fit in terms of meeting these objectives.

8.3. In the remainder of this section the report shall reflect on each of the perspectives that have been reviewed and conclude whether anything has changed so significantly that this conclusion should be changed.

### 8.4. **Operational, Technical/ Construction, Planning Consents Perspectives**

8.4.1. Having reviewed the Operational, Technical/ Construction and Planning/ Consents aspects of the modified Option 2 compared to Option 4 it can be concluded from Section 5 of this report that the conclusions of the original STAG study remain unaltered (bearing in mind that the original STAG appraisal acknowledged that the consents process may not be entirely straight forward for either of the options).

### 8.5. **Community Perspective**

8.5.1. It can be seen from Appendix 5 that there are views in favour of and against each of the options which shows there is not an overall consensus within Whalsay with regard to which option should be implemented. This was recognised in the conclusions of the original STAG study.

8.5.2. Therefore, whatever the outcome, there is the potential that a sector of the community may not be satisfied with the Council's decision. The original STAG study reached the same conclusion.

8.5.3. From the views that have been expressed, when compared to the views expressed in the STAG consultation, there is little that was not expressed and therefore included in the appraisal carried out during the STAG process.

8.5.4. The most significant points in the current consultation that are "new" compared to the STAG consultation are: -

- There have been more, and perhaps stronger, views expressed regarding the negative impacts on North Voe in terms of spoiling the environment, loss of amenity, road safety and visual/ noise impacts on neighbours of the proposal.
- The COPE development of a café/ visitor centre/ information point would benefit significantly from the retention of the ferry service in Symbister. It is a plausible argument that the COPE project would be less attractive if the terminal and the associated traffic and visitors were taken away from Symbister.
- Symbister is seen as the hub of activity on the island and many feel that it would diminish the hub status by moving ferry operations to North Voe.

8.5.5. It would appear, when comparing the views expressed now with those given during the STAG process, that a sector of the Community is willing to accept a greater level of compromise (e.g. congestion in the harbour, constraints on future development of the ferry service and constraints on operations in poor weather conditions) than was the case during the appraisal of options in the STAG study. However, it cannot be said that this reflects the view of the entire Community.

8.5.6. Looking at the Community perspective alone then, it may be reasonable to conclude that Option 2 (the provision of a new Ferry Terminal within the existing Symbister Harbour) may gain greater support from within the Community than was thought during the original STAG study.

## 8.6. **Summary of Conclusions**

8.6.1. Looking at matters from a purely operational and technical perspective then a review of Option 2 (a new terminal in Symbister) and the preferred option from the original STAG study, Option 4 (a new terminal in North Voe), confirms the conclusions of the original STAG study remain unaltered, i.e. Option 4 (a new terminal in North Voe) best fits with the objectives set.

8.6.2. The issues raised in the latest consultation exercise are similar to many of the matters raised during the original STAG study, albeit they are perhaps made more strongly by more people, and two significant new points relating to the COPE project and concerns about splitting the hub of activity in the island.

8.7. It is my view that these matters are important and will add strength to any objections to the development of a terminal in North Voe. However, it is my view that ultimately, although the process may be more complex and time consuming, the project would be successful in obtaining the required consents.

## **9. Courses of Action Available to the Committee**

9.1. The Committee has two courses of action available to it.

### **9.2. Course of Action 1**

9.2.1. The Committee maintains its position in terms of its decision of 10 June 2008 (min. ref. 44/08) detailed in section 3.1 of this report that the terminal should be built in North Voe, on the basis that a review of the matters raised in recent consultation and a review of operational, technical and planning perspectives confirm that the conclusions reached in the original STAG study remain valid.

9.2.2. In adopting this position the Committee would respectfully recognise that a proportion of the Whalsay Community may be opposed to the development of a new terminal in North Voe for reasons described in sections 6 and 7 of this report.

### **9.3. Course of Action 2**

9.3.1. If the Committee feels that the views that have come out of the most recent consultation are of such significance that the location of the terminal on Whalsay should be within Symbister Harbour rather than North Voe, then it could recommend to the Council that it changes its policy for the transport link to Whalsay to: -

- Retention and maintenance of MV 'Linga'
- Introduction of one larger-sized ferry vessel (31 vehicle capacity)
- Upgrading of Laxo ferry terminal to accommodate larger-sized ferries
- Construction of a new ferry terminal within Symbister Harbour
- Upgrade of Vidlin to remain as diversionary port capable of accommodating the larger ferry and MV 'Linga'.

9.3.2. When considering this course of action the Committee should bear in mind the risks discussed in section 5 and Appendices 2 and 3 of this report.

9.3.3. The Committee should also bear in mind that this course of action would not deliver as effectively as the North Voe option against the original STAG objectives detailed in section 8.1 of this report.

## **10. Financial Implications**

10.1. As each of the options has been further developed designs refined to better meet operational needs it has been possible to bring cost

estimates down. The following table compares current cost estimates with those in the original STAG appraisal.

Option	2009 Estimate	2008 Estimate
North Voe Terminal	£8,972,000	£10,300,000
Symbister Terminal	£9,232,000	£12,933,000

10.2. It can be seen that the cost estimate for the Symbister option has come down more significantly but when considering this Members should bear in mind that this option fails to perform as well against the appraisal objectives detailed in section 8.1 therefore would not meet the stated future needs of the island.

10.3. However, it can be seen that officers continue to work to bring project costs down.

10.4. Costs associated with the ongoing development of the Whalsay project are to be met from approved budgets (GCY 7213 - £500,000).

## **11. Policy and Delegated Authority**

11.1. The Council decided to pursue the recommendations of the Whalsay STAG 2 Study (Infrastructure Committee min. ref. 44/08, SIC Minute Ref 87/08). Delivery of this project is delegated to the Infrastructure Committee as part of its remit in Section 12 of the Council's Scheme of Delegation.

## **12. Recommendations**

I recommend that: -

12.1. The Infrastructure Committee adopt the course of action described in section 9.2 of this report (that the Whalsay terminal be built in north Voe) on the basis that a review of the STAG conclusions reported to the Committee on 10 June 2008 remain valid and therefore the Committee decision (min. ref. 44/08) need not be altered.

Report No: TR-39-09-F



# Executive Summary

## Introduction

ZetTrans commissioned Faber Maunsell to undertake a detailed examination of options with regard to the transport link between Whalsay and the Shetland Mainland<sup>1</sup>. The analysis follows Scottish Transport Appraisal Guidance (STAG<sup>2</sup>). This note summarises the STAG process undertaken in order to reach a preferred option to be considered for funding.

The 'Do Nothing' option is considered to be unacceptable. Currently the route suffers capacity constraints at peak times which is reported to be hampering the commuter base of the island. Almost one quarter (22% or 160 residents) of the working population on Whalsay commute to the Mainland and depend on a regular and reliable ferry service. Current issues with capacity lead to uncertainty about being able to travel which can cause personal stress to people and potentially make continued commuting to the Mainland untenable. Added to this is the uncertainty regarding the state of the infrastructure and the vessels serving the route. The infrastructure is currently operating at its limit in terms of berthing pressures with ever increasing maintenance costs required to keep the service operational. The route is served by two vessels, MV 'Linga' and MV 'Hendra'. MV 'Hendra' was recently refurbished to extend her serviceable life but it is not anticipated that this could be extended further and she will need to come out of regular service use in approximately 2014; waiting time on new ferries is three years and can be potentially up to five years.

These factors all combine to provide a bleak future picture for Whalsay under the 'Do Nothing' scenario with ongoing capacity constraints hampering access to economic activity for residents of the island and increasing likelihood of service disruptions due to the aging infrastructure and vessels. All of this could serve to make living on Whalsay and commuting to the Mainland untenable which could in turn generate population decline on the island as people move off in search of employment opportunities.

Whalsay is the most populated of the Shetland Islands and the Whalsay route is the third busiest on the Shetland network. The route has been experiencing sustained and continued growth in passenger and vehicle numbers.

## Problems and Opportunities

Analysis of the problems and opportunities has been undertaken and found the key problems to be:

- Aging vessels and changing legislation with regard to ferry design standards which affects the medium term use of MV 'Hendra';
- Aging infrastructure and increasing berthing pressures and increasing rate of wear and tear on the terminal infrastructure;
- Vehicle capacity problems aboard the ferries, particularly during peak commuting times, as well as problems related to the booking system and service gaps - commuting to the Mainland is essential for 22% of the working population on Whalsay (approximately 160 people);
- Restricted capacity for HGVs and taller vehicles on MV 'Linga'; due to competition for space the vehicle deck, there can be lengthy delays for larger vehicles;
- Marine congestion in Symbister Harbour;
- Concern regarding affordability, both in terms of affordability of fares as well as the importance of finding an affordable solution for funding bodies; and

<sup>1</sup> Shetland Mainland will be referred to simply as the Mainland within the remainder of this document which is distinct from the "Scottish Mainland" or "UK Mainland"

<sup>2</sup> STAG is the official appraisal framework developed by the Scottish Government to aid transport planners and decision-makers in the development of transport policies, plans, programmes and projects in Scotland.



- Concerns expressed over the operational reliability of the ferries with regard to operation in inclement weather as well as continuation of service during times of repair and routine maintenance.

### Statutory Context and Planning Objectives

National, regional and local policies have been reviewed as part of this study and common theme is the emphasis on the importance of efforts to sustain island communities, and accept that local and central funding will be central to the sustaining of these, often isolated, populations.

Following assessment of the problems, opportunities and statutory context for the study a list of planning objectives was prepared. These objectives are six-fold:

- To deliver a solution that is affordable (for funding bodies);
- To deliver a solution that is operationally sustainable;
- To at least maintain the current level of accessibility to the island;
- To reduce conflict between ferry and other harbour users;
- To better match supply and demand; and
- To ensure that the socio-economic characteristics of the island are not constrained.

### Option Generation and Sifting

A long list of options was generated and sifted to produce a list of options for appraisal. The following list shows those that were appraised at STAG Part 1 and Stag Part 2 and the outcome of this appraisal:

- **Option 1 ('Do minimum' option)** – *This option would see Laxo and Vidlin, renewed or replaced on a like-for-like basis and the current location of the Whalsay terminal within Symbister Harbour, renewed or replaced on a like-for-like basis; MV 'Linga' and MV 'Hendra' would be retained until life expiry, then replaced on a broadly like-for-like basis.*

This option provides an essential benchmark against which the other options can be compared. It performs only marginally better than the Do Nothing scenario however as it does not address the capacity constraints and would see the uncertainty involved with commuter travel continue. Congestion issues at Symbister would continue and the socio economic prospects for Whalsay would be compromised. The option has little impact on the environment, safety, integration or accessibility.

- **Option 2** – *Laxo is retained as the Mainland terminal, with Vidlin retained as diversionary terminal. Both terminals are replaced with new, larger terminals capable of accommodating 31 vehicle capacity vessels. Symbister remains the Whalsay Ferry terminal but is extended to be capable of accommodating 31 vehicle capacity vessels. One new 31 vehicle capacity vessel is introduced to operate alongside MV 'Linga'*

This option sees the capacity constraints addressed in the medium term and allows the route to grow whilst also removing the current uncertainties with commuter travel. The terminal upgrades would improve their reliability. Two options were investigated for extending Symbister; an outward and inward extension. The outward extension allows greater separation of the marine traffic and better addresses the issue of congestion at Symbister but the risks involved with constructing a breakwater in deep water and the risks involved with the construction (whereby the existing northern breakwater would have to be removed thus leaving the harbour exposed) have been deemed too significant to take this option forward. The outward extension was therefore dropped following STAG Part 1 appraisal. The inward extension of Symbister allows the larger ferries to make use of the harbour but does not fully address the congestion issues within the harbour. This option has little impact in terms of the environment, accessibility, integration or safety.

- **Option 3** – *Option 3 is the same as option 2 in infrastructure terms but sees two new 31 vehicle capacity vessels introduced onto the route*

As above with option 2, the outward extension of Symbister is ruled out due to technical risks; the inward extension is retained but does not fully address the congestion issues at the harbour. The introduction of two new 31-vehicle vessels onto the route addresses the capacity constraints but is significantly more expensive in the early years when compared with option 2.



The introduction of two new larger vessels is therefore considered unnecessary when one new larger vessel operating alongside MV 'Linga' addresses the capacity constraints and this option has been dropped after STAG Part 2 appraisal.

- **Option 4** - Laxo is retained as the Mainland terminal, with Vidlin retained as diversionary terminal. Both terminals are replaced with new, larger terminals capable of accommodating 31 vehicle capacity vessels. The Whalsay Ferry Terminal is relocated to North Voe with a new terminal constructed capable of accommodating 31 vehicle capacity vessels. One new 31 vehicle capacity vessel is introduced to operate alongside MV 'Linga'

This option sees the capacity constraints addressed in the medium term and allows patronage on the route to continue to grow whilst also removing the current uncertainties with commuter travel. The terminal upgrades would improve their reliability. Developing North Voe addresses the congestion issues at Symbister and provides a more efficient operational arrangement. Due to developing an undeveloped voe, this option, has negative environmental impacts in terms of landscape and visual impacts. It has little impact on safety, integration or accessibility.

- **Option 5** – Option 5 is the same as option 4 in infrastructure terms but sees two new 31 vehicle capacity vessels introduced onto the route

As above with option 4, the relocation of the ferry terminal to North Voe has environmental impacts but addresses the issues of congestion at Symbister harbour and, through the introduction of larger vessels addresses the capacity constraint issues. The introduction of two new larger vessels is therefore considered unnecessary when one new larger vessel operating alongside MV 'Linga' addresses the capacity constraints and this option has been dropped after STAG Part 2 appraisal.

- **Options 6 and 7** – These were the fixed link options of a bridge and tunnel respectively

Fixed links would provide a long term solution to capacity issues and remove uncertainty for commuter traffic. It would address the issues of congestion at Symbister. However, in light of the relative urgency to provide a solution for the Whalsay transport link and the timescales involved in constructing such a fixed link and the competing demand for fixed links from other islands within Shetland it is not considered that a fixed link is a feasible solution in the medium term for Whalsay.

- **Option 8** – Grunna Voe is developed as the Mainland terminal and Vidlin is not upgraded as diversionary terminal since the attraction of Grunna Voe is more sheltered berthing conditions and therefore an anticipated reduction in the number of diversions that would be required. Symbister is retained as the Whalsay Ferry Terminal and is upgraded to be capable of accommodating 31 vehicle capacity vessels. One new 31 vehicle capacity vessel is introduced to operate alongside MV 'Linga'

This option addresses the capacity constraints in the medium term. However, following detailed assessment of weather records, etc. concern exists about the performance of this option in inclement weather since Vidlin would not be upgraded and would therefore not be capable of accommodating the larger vessel. At these times the service would reduce to being served by only MV 'Linga'. In this sense, the option does not address the uncertainty issues which affect commuter traffic. Additionally, this option sees a largely undeveloped area at Grunna Voe developed to provide a ferry terminal with the associated visual and landscape impacts. The option also introduces additional journey time for vehicles accessing / egressing Grunna Voe compared with Laxo with associated negative TEE and safety impacts. The option has little impact on accessibility and integration. Due to the poor performance of this option in economic terms and the environmental impact and the inability of the option to address the uncertainty issues affecting commuter traffic, this option has been dropped following STAG Part 2 appraisal.

- **Option 9** – Grunna Voe is developed as the Mainland terminal and Vidlin is not upgraded as diversionary terminal since the attraction of Grunna Voe is more sheltered berthing conditions and therefore an anticipated reduction in the number of diversions that would be required. The Whalsay Ferry Terminal is relocated to a new ferry terminal at North Voe capable of accommodating 31 vehicle capacity vessels. One new 31 vehicle capacity vessel is introduced to operate alongside MV 'Linga'



As above, this option addresses the capacity constraints in the medium term, however it does not address the uncertainty issues which affect commuter traffic. This option has negative impacts on TEE and safety associated with increased length of journey accessing / egressing Grunna Voe and has the negative environmental impacts of developing North Voe. The option has little impact on accessibility and integration. Due to the poor performance of this option in economic terms and the environmental impact and the inability of the option to address the uncertainty issues affecting commuter traffic, this option has been dropped following STAG Part 2 appraisal.

A full appraisal has been undertaken for the options and the key monetary summaries are provided in the table below.

30 year appraisal period	PVB	PVC	NPV	BCR*
<b>Option 1 – Do-Minimum</b>	0	0	0	0
<b>Option 2 – Symbister with extension, plus upgraded Laxo terminal, Vidlin upgraded plus one new 31-vehicle ferry vessel and MV 'Linga'</b>	£593,613	(£29,584,909)	(£28,724,693)	0.02
<b>Option 3 – Symbister with extension, plus upgraded Laxo terminal, Vidlin upgraded plus two new 31-vehicle ferry vessels</b>	£763,094	(£38,564,678)	(£37,461,256)	0.02
<b>Option 4 – North Voe terminal, with Laxo terminal, Vidlin upgraded plus one new 31-vehicle ferry and MV 'Linga'</b>	£593,613	(£26,305,170)	(£25,444,955)	0.02
<b>Option 5 – North Voe terminal, with Laxo terminal, Vidlin upgraded plus two new 31-vehicle ferries</b>	£763,094	(£35,284,939)	(£34,181,517)	0.02
<b>Option 8 – Grunna Voe, plus one new 31-vehicle ferry and MV 'Linga', plus Symbister terminal with extension</b>	(£442,995)	(£29,636,971)	(£29,813,364)	-0.01
<b>Option 9 – Grunna Voe, plus one new 31-vehicle ferry and MV 'Linga', plus North Voe terminal</b>	(£442,995)	(£26,357,233)	(£26,533,626)	-0.02

\*Ratio not monetary value

Taking this information along with the assessment of the performance of the options against the planning objectives, the government objectives and technical and deliverability issues, the preferred option has emerged as Option 4.

### Summary and Conclusions

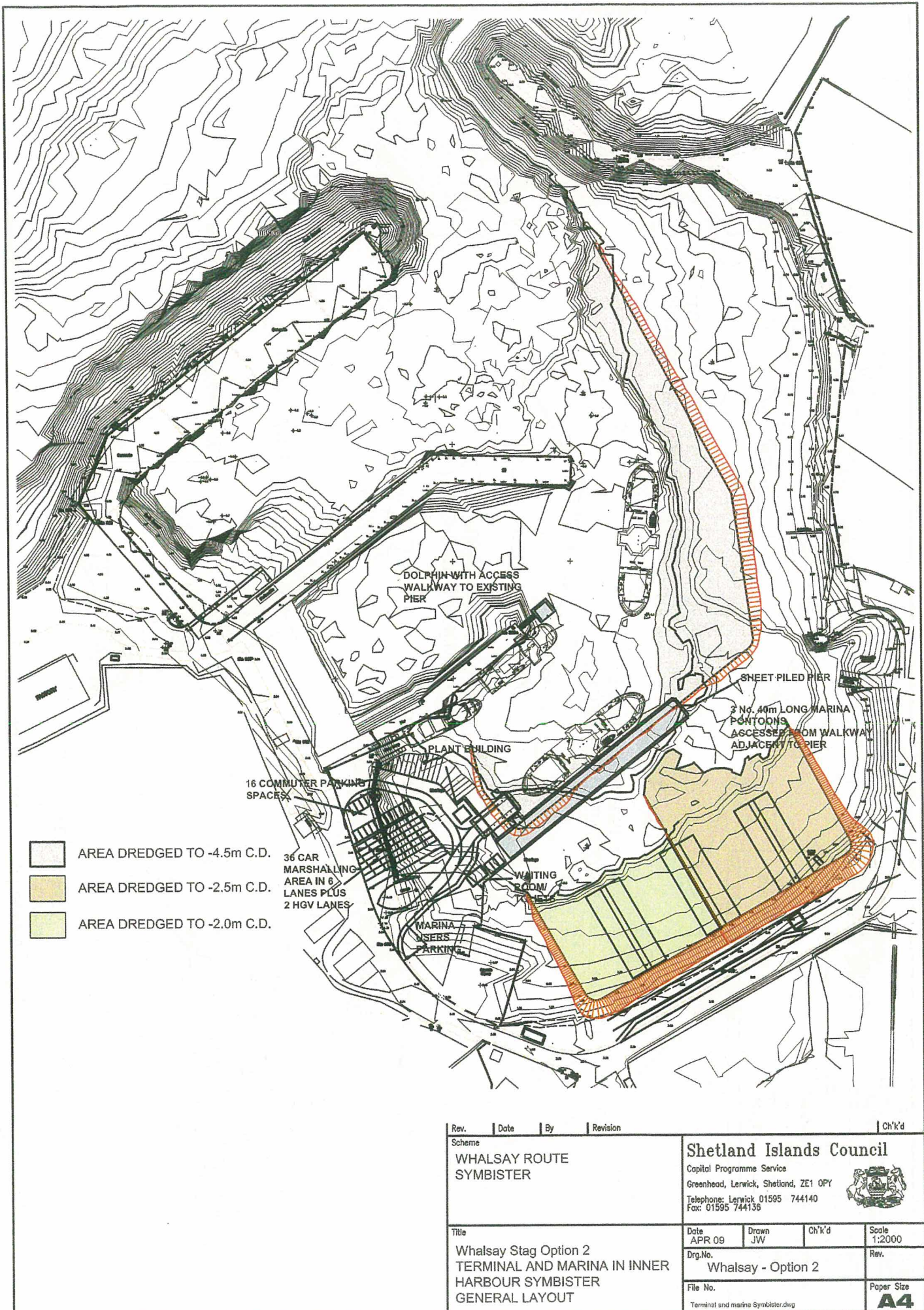
The STAG analysis examined the benefits and disadvantages associated with each of the option packages. Through careful appraisal against the study objectives and against the five national transport strategies, the recommended preferred Option comprises the following elements:

- Retention and maintenance of MV 'Linga'
- Introduction of one larger-sized ferry vessel (31 vehicle capacity) to replace MV 'Hendra';
- Upgrading of Laxo ferry terminal to accommodate larger-sized ferries;
- Development of North Voe as a replacement ferry terminal on Whalsay; and
- Upgrade of Vidlin to remain as diversionary port capable of accommodating the larger ferry and MV 'Linga'.


The next steps for this study would be to finalise designs for each of the terminals in order that the works can be procured. For this, North Voe requires a degree of testing to determine the position of the breakwaters and to ensure the facility can be built in the Voe as anticipated.

The STAG study outputs should be revised following such works to ensure the preferred option is still the preferred option and stacks up against the others in terms of delivering against the objectives.







Title	Date	By	Version
Whalsay stog Option 4 TERMINAL IN NORTH VOE NO FILLA BEETH			
 <p><b>Shetland Islands Council</b> Capital Programme Service Greenhead, Lerwick, Shetland, ZE1 0PY Telephone: Lerwick 01595 744140 Fax 01595 744156</p>			
Date	Drawn	Ck'd	Scale 1:1000
Dwg No.	Rev.		
File No.			
Northcoast layout without Filla.dwg			
<b>A2</b>			

## **Appendix 3**

### **Risk Assessment on operational aspects of the proposed new terminals at Whalsay**

#### **Introduction**

This document is a comparative risk assessment, assessing the differing risks associated with two options for a new ferry terminal at Whalsay. One option (Whalsay STAG Option 2) is for a new pier and linkspan to be built at the southern end of the existing harbour at Symbister. The other option (Whalsay STAG Option 4) is to build a new ferry terminal in North Voe. This document only considers the operation of the ferry services to and from the mainland and also those parts of the Skerries service that are relevant.

As this is a comparative risk assessment, specific risks which are common to both options have been ignored. For example, there is a risk associated with having a single linkspan for both vehicular and foot traffic. As the risks are the same for both proposals, no heed has been taken of these risks, and a similar approach has been taken for all other common risks. Such risks will be dealt with in the same way for either option during detailed design.

Similarly, there are inherent risks in entering Symbister Harbour with existing vessels. This comparative risk assessment only looks at any changes to the existing risks. In addition it looks at risks on a macro scale. Using the same example, there are a number of different reasons why a vessel may lose control on entry, from personnel to electrical to mechanical, each of which should be the subject of a detailed risk assessment. This assessment only considers the primary risk, not the root causes.

#### **Summary**

Highest risks are associated with Symbister:

1. Conflict with marina users in Symbister
2. Use of larger vessels in existing Symbister harbour entrance
3. Size constraints in Symbister (commercial risk)
4. Construction in Symbister
5. Lack of lay-by berth in Symbister for larger vessels
6. Use higher powered vessels in confined area

There are no risks in the North Voe operation greater than the above.

## Appendix 3

### Part 1 – operation at Symbister with existing vessels, Linga and Hendra and potential relief vessel, Thora

Harbour entrance area – **no additional risks**

Berthing / linkspan area – **no additional risks** except:

a) *Conflict with marina users.*

Marina will be hidden behind new breakwater, especially with vessels with lower wheelhouses (Hendra and Thora). Requirement to turn on arrival or departure will still be needed. **Significant risk**. A control measure would to be include a traffic light system, manually activated by the ferry on entry to Symbister (arrival) or on departure from berth – such traffic lights to show red to the marina for a fixed time (about 2 minutes should be sufficient) (see note). **Risk reduced to moderate**.

b) *Lay-by berth changed.*

Subject to appropriate mooring arrangements, **no additional risks**. Would probably require one or more bollards to allow for no linkspan to secure to. Fendering on outer end may need remedial work as this berth has not been used overnight for many years.

c) *New linkspan / pier primarily suitable for larger vessels.* Sufficient bollards would be needed to cater for smaller vessels, particularly Linga to lay-up on overnight and Thora to use for a spring when needed. Risk would be **commercial moderate** (delays in service) and **safety moderate** (damage to vessel etc) unless control measure implemented when both drop to **low**.

However, should be noted that locking mechanism at Toft / Ulsta is a mirror image of arrangements at the older piers (tooth on vessel rather than tooth on linkspan). This reduces the effectiveness on securing some vessels in the berth. **Risk is, therefore, moderate** if incompatible system.

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### Part 2 – operation Symbister with proposed 32 car sized ferry – assumptions made are use of a B600 type double-ended vessel.

#### a). *Conflict with marina users.*

Marina will be hidden behind new breakwater, but larger vessel will have better visibility. Conflict time would be reduced if new vessel was double-ended. **Moderate risk**. A control measure would be to include a traffic light system, as above. **Risk reduced to low**.

#### b) *Entrance to harbour.*

1) B600 type vessel is 28% wider than Linga and 80% longer. Harbour entrance is not going to be enlarged. For about 80% of the time there is a significant north-going tide across the entrance. Accordingly, the sheer effect of coming out of this tide will be significantly higher than for smaller vessels. To balance this, the B600 type is far more controllable than Linga. Under normal conditions risk is higher than for Linga, but **still low risk**. To mitigate risk, some weather conditions may require cancellation at an earlier stage than with existing vessels – Masters would have appropriate guidelines issued. **Risk is commercially low, but still higher** than with existing vessels.

2) However, any control or main engine failure at this point will reduce manoeuvrability significantly. Linga has three powered points for control; B600s have only two so machinery failure at this critical point would be significantly greater than for existing vessels. However, to balance, B600s have proved reliable, but **risk is still moderate**.

3) Width of B600 type is greater and will allow less room for other harbour users to get past. Control measures are twofold, firstly the traffic light system mentioned earlier and secondly to gain agreement from harbour users to limit activity around ferry arrival / departure times, particularly the start times of regattas. With these controls in place and anticipated frequency **additional risks are low**.

4) noted that visibility from B600 type vessels is better than Linga – this will reduce near-miss potential below that of Linga.

#### c) *Swinging area*

1) Conflict with other harbour users. Risk is greater as the concentration of the Master and Mate will be on berthing and a small vessel exiting the marina may not be seen in time. This will be mitigated by the traffic light scheme, but only to an extent. Once this close into the harbour, room for manoeuvre will be very restricted. **Risk must remain as moderate** even with appropriate procedures in place.

#### d) *Berth, in service.*

1) If new berth to similar design to Toft / Hamarsness then **risks no greater than existing** once on berth.

2i) Noted that wash from thrusters at Ulsta is significant. This would pose a risk to any ferry berthed in old berth. Distance needs to be sufficient to allow wash to dissipate – existing plan should give adequate distance but ferry Masters on older vessels need to be aware to ensure moorings are appropriate. **Risk is considered to be low to laid up vessel safety** but see 2ii below.

2ii) Noted that wash from thrusters at Ulsta / Toft (open waters) reaches 2 x ships length even with engines at idle. Effects within a confined harbour will be greater –

## Appendix 3

**risk is substantial** that there will be undermining of existing structures. In particular, the strength of the existing ferry pier is believed to be poor – significant costs may be incurred in future years keeping this pier under repair. It is also possible that laid up vessels will range to an extent that may damage the vessel. This **risk is moderate**, but could be reduced to low with appropriate fixed fendering – a significant cost.

3) New pier of solid construction. This will have the effect of reflecting thrust back to vessels when berthing, causing a “cushion” effect. See also 4 below.

4) New pier of solid construction. When vessels depart, especially in weather conditions requiring more power, wash will not be able to escape as at Ulsta / Toft. This wash will have to be dissipated by the slope under the linkspan and in the area between the new and old ferry piers. There will be **significant risks** to the structural integrity of the new pier, the ramp supports and other areas close to the linkspan.

### **Part 2A – operation Symbister with proposed larger ferry – but new vessel not double ended owing to fears over sea-keeping ability outside Symbister.**

As part 2 above except:

#### a) *Swinging area*

A non-double ended vessel would require to swing, either on berthing or departure. Swinging area is restricted to a marginally larger area than at present. Accordingly, as Linga is already close to the limit, any new vessel would be significantly constrained in size. **Commercial risk is high** as STAG process indicates the need for future vessels to be in the B600 size range. **Safety risk is significant** of grounding (control failure, poor weather). This may be reduced by a high level of machinery / control redundancy but would still remain a significant risk owing to the speed that a failure can occur. This risk may be mitigated by having a tug available – this would be commercially unacceptable. The risk is still significant risk in relation to marina users, **possibly mitigated to low** if traffic light system is well policed.

*It should be noted that a new EU B vessel may not be able to be built small enough to be able to turn within the proposed harbour. There are no other UK operators of EU B vessels less than about 50m. It should also be noted that SOLAS 2009 has been introduced recently, this new stability criteria, whilst new, does seem to be easier to comply with the bigger the vessel, thus mitigating against small vessels.*



## Appendix 3

### Part 3 – operation at North Voe with existing vessels, Linga and Hendra and potential relief vessel, Thora

#### a). *Entrance to port area.*

##### 1) Waves, sea.

These will reduce visibility of any small craft. However, entrance wide so **risk is low** (see also f below).

Mathematical modelling undertaken by Wallingford shows that 1 year waves at the entrance to North Voe are generally comparable to those at the entrance to Symbister. Variations are that waves at North Voe are less for north to east winds, the same round to south, marginally worse for south, SW to north the same.

Accordingly **risk is no greater** than Symbister.

Same modelling on the 100 year shows marginally greater wave height from SE to south and similar from SSW to west. In such winds it is unlikely that ferries would be operating **so effective risk is no greater**.

##### 2) Waves, swell

As a above

Following swell will reduce manoeuvrability of vessels, but if risk is significant it is likely that ferries will not operating. **Risk is no greater than Symbister**.

##### 3) Wind, short term with minimal wave effect

Potentially could affect vessels, particularly Linga with greater windage. However, entrance wider than Symbister so **risk is no greater**.

##### 4) Other port users

It is known that some children use the North Voe for recreational sailing. Unlikely that these will go as far as the entrance, but they could be difficult to see in poor conditions, primarily fog/mist as they would be unlikely to be out in high winds. **Risk low**, but politically sensitive. **Risk can be further reduced** by laying some small buoys to the south of the dredged area to indicate safe waters and putting in place a direction to port users.

##### 5) Fish farm activities

Existing southernmost two polar circles will impede easy access to North Voe. Agreement is believed to be in place to move or remove these. Assuming these are removed **risk is minimal**.

##### 6) Control failure

There is minimal cross tide at the breakwaters. The entrance is far wider. Accordingly **risk is lower** than at Symbister.

#### b). *Berthing area*

##### 1) Waves, sea.

a) Mathematical modelling shows worst direction for 1 year waves will be west to NW winds. These will still be well within operational limits. Even the 100 year directions modelled do not show wave heights outwith limits. The physical modelling shows that wave heights at the berth are marginally higher than Symbister (0.32m compared to 0.26m) although no modelling was done with northerly sector winds / waves. **Risks are no greater than Symbister**.

b) Wind – westerly winds are likely to be less attenuated than in Symbister, but northerly will be more attenuated. However, smaller vessels will have some protection from the breakwaters so **risk is only marginally higher than Symbister**.

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### Part 4 – operation North Voe with proposed 32 car sized ferry – assumptions made are use of a B600 type double-ended vessel.

As Part 3 above, except that effect of wind waves and swell waves will be lessened ***the risk is lower than at Symbister.***

In respect of wind alone, larger vessels will have greater windage in the berth. However, mooring system can be made to suit so long as pier / bollards etc are of adequate strength. ***Risk marginally higher than Symbister.***

### Part 5 – operation at Symbister with Skerries vessel, Filla

Concerns are as Parts 1 and 2 above except:

a) *Swinging area.* Filla still requires to swing in the harbour prior to berthing. Swinging area is marginally larger so grounding ***risk is slightly less*** than at present. However, risk of marina traffic not seeing Filla in time is ***increased to a moderate risk.*** This can be mitigated to a ***low risk*** with the installation of traffic lights.

### Part 6 – operation at North Voe with Skerries vessel, Filla

As Part 1 above. Vessel will require to swing, but ***risk is minimal***, and certainly less than exists at Symbister (present or proposed).

### Part 7 – operation during build process at Symbister

a) *Removal of existing marina.* Unless parts split away when being moved / taken ashore, minimal risk. If some floating parts foul ferries then risk is significant. Can be mitigated by appropriate time planning to a ***low risk***.

B i) *Dredging.* Depends upon method. If a fixed barge (spudded in or similar) then location can be kept as clear of ferry path as possible. Some time will require barge to be in vicinity of existing swinging area. This will require changed approach methods, involving greater time running astern. ***Risk will be increased***, but can be mitigated against by ensuring dredging is done during better weather periods.

b ii) If dredging is done from an anchored barge or a free floating specialist dredger, then control of barge / dredger could be compromised by interaction. Can be mitigated by ensuring dredging done at night / in fair weather / timed to allow for ferry service. Other mitigation measures would be good communications, dredging plan known and agreed by all parties etc. ***Risk will be increased.*** Commercially it may be a consideration to tweak timetables to allow longer periods between ferries – ***commercial risk of alienating ferry users.***

c) *Pier construction.* Assuming pier will primarily be built from barges, then access to existing ramp will be compromised. Risks can be mitigated by works being done at night / in fair weather / timed to allow for ferry service. See b ii above. However, residual ***risk will be increased to moderate.***

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d) *Marina construction*. No effect on existing ferry service if undertaken after bulk of new pier built.

e) *Linkspan construction*. Will require significant plant. Only safe way to undertake this will be to undertake works when no ferry operating from old linkspan (suggest passenger service only allowing say 1900 Sat evening to 0700 Monday morning window for installation – if this is sufficient time span). **Otherwise the risk is significant.**

f) *Marshalling area construction*. Land reclamation will be close to existing linkspan and any error by contractors could damage the fragile foundations of the existing linkspan. **Significant commercial risk.** Reclamation area will encroach on existing car lanes. Good planning will be necessary and there will be times when existing marshalling area will be compromised. **Moderate commercial risk.**

### Part 8 – operation during build process at North Voe

**No significant additional risks** to ferry services. It is noted that there may be additional sea-going traffic in the vicinity of Symbister Harbour entrance, but this is not believed to be a risk beyond normal operations.

### Part 9 – overnight lay-by / lay-by for repairs - Symbister

a) *Old ferry pier, existing vessels*. Assuming old ramp removed, additional bollards will be required to ensure safe mooring at existing ferry berth. At outer berth additional bollards may be required, additional fendering may be necessary as this berth has not been used for years. **Additional risk is minimal** if appropriate works are undertaken.

b) *Old ferry pier, south face and new pier, north face*. Presently there is a commercial risk in that no berths are formally allocated for exclusive ferry usage. This **commercial risk could be reduced** by formally getting agreement from the Harbour Authority to allocate these to exclusive use of Ferry Services.

c) *New ferry pier, all vessels*. Design to be broadly per Toft / Ulsta – if so **minimal risk**. (see Part 1c above)

d) *Larger ferry repairs*. Not possible to use operating pier. Too long to use old ferry pier. Therefore would require to use a commercial pier in Symbister. This may well not be available. Alternate would be to take vessel to Vidlin / Toft / Sellaness. This may not be possible. **Significant commercial risk** as only safe berth is operational berth, thus blocking ferry service. To reduce this commercial risk, the only alternative would be to move the vessel to Lerwick or Sellaness, probably using a tug to give sufficient control. **This would still be a moderate risk** and have a commercial consequence.

e) *Larger ferry routine maintenance*. This is presently done on all routes by lying alongside on one day or part day a week. This would not be possible, resulting in no window for routine maintenance or in having larger windows and using Sellaness etc. **Moderate commercial risk.**

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### Part 10 – overnight lay-by / lay-by for repairs – North Voe

a) *Existing vessels*. Proposal would be Hendra and Filla on north side of pier, Linga on south side. Construction would need to allow for suitable bollards to be fitted to match these vessels, and length of pier to cater for both vessels (as shown on existing plan). **Risks minimal** as berth well sheltered (see Wallingford report).

b) *New vessels*. Linga and Filla to berth on north side, running vessel on south. Again bollards and pier length to suit – *note Whalsay STAG Option 4 would require to be amended*. If so **risks minimal**.

Larger ferry requires repairs. Vessel can berth on north side of pier (bollards to allow for this eventuality as well). May require time to shift other vessels, but ferry service not significantly compromised. **Commercial risk minimal**.

c) *Exclusive use*. It is likely that these berths would only be used by ferries. However, there is a small commercial risk that an opportune vessel may use the new pier. The Harbour authority should be requested to allocate the pier, both sides, for exclusive use of Ferry Services.

**Note: traffic light scheme mentioned above would only work if a Harbour Byelaw made compliance mandatory.**

CR August 2009

## **Appendix 4**

### **Whalsay Route**

#### **North Voe and Symbister – Comparison of “Pros and Cons”**

##### **North Voe**

###### **Pros**

- “Green field” site with little in the way of restrictions on the construction process – this ensures that construction is at lower risk of being hindered and therefore least risk to project cost or programme.
- No conflict with ferry or harbour operations in Symbister during construction – this ensures that the ferry service can operate as it does at the moment with no risk of disruption to travellers.
- The nature of the site provides sufficient overburden (softer material on the sea bed) to support driven piles without drilling and blasting – keeps costs down and construction process simpler (less risk).

###### **Cons**

- Site exposed to weather conditions until the breakwaters are in place
- Contractors working area limited – marshalling area can be used when formed.
- Land access for construction of the breakwaters difficult – breakwaters will probably have to be built from the sea.
- Breakwater material will have to be imported.

##### **Symbister**

###### **Pros**

- Existing services/facilities already in place.
- Fill material can be won from the dredging therefore less materials to be imported.

###### **Cons**

- Difficult logistic exercise to construct within working harbour.
- Marina has to be relocated during dredging of the marina area and probably during most/part of the construction period.
- Disruption/delays to construction likely due to other vessel movements.
- Disposal area for dredged material required until it can be incorporated in to the works. Probably on foreshore in marina area.
- Contractors working area limited – marshalling area can be used when formed from dredged material.
- Pier has to be solid to protect the marina hence sheet piles will require toe trench formed by drilling and blasting the seabed.



## Appendix 5 – Summary of Issues Raised in the Consultation

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(i) Comments Supporting North Voe	(ii) Comments Supporting Symbister	(iii) General Comments
SHOULD BE BUILT IN NORTH VOE AS OLD VOE DOESN'T SORT OUT THE LACK OF SPACE / CONFLICT.	SYMBISTER A SENSIBLE PLAN – CARRY ON	WHERE IS THE REGATTA BOAT RAMP? THE DOCK HAS BEEN WELL USED BY BOATS FROM DAY 1 AND SHOULD BE RESTORED. NO MONEY HAS EVER BEEN SPENT ON IT.
NORTH VOE – MUCH BETTER FOR FERRIES & FISHING FLEET ARGUMENTS AGAINST DO NOT HOLD MUCH WATER. THE SOONER IT IS RESOLVED THE BETTER.	SYMBISTER PLAN BEST OPTION – GOOD FOR NEW COPE CAFÉ, COULD HOUSE NEW BOOKING OFFICE AND POSSIBLE NEW INFORMATION CENTRE. DOES NOT DESTROY NORTH VOE.	SYMBISTER – WOULD NEED TO LOOK AT EXISTING SEPTIC TANK FOR BOATING CLUB – TOO CLOSE TO PEERIE DOCK – WOULD HAVE TO BE REPLACED.
BOTH OPTIONS HAVE SOME MERIT BUT NORTH VOE GIVES THE BEST OPTIONS AS LONG AS ALL FERRIES ARE REMOVED FROM SYMBISTER.	SYMBISTER – GOOD FOR FURTHER DEVELOPMENT.	WOULD HAVE CONCERN OVER LOSS OF SPACE BY FILLING IN PEERIE DOCK.
TOO MUCH CONGESTION/CONFLICT IN SOUTH VOE ALREADY.	NORTH VOE USED CONSTANTLY BY CHILDREN OF THE ISLE. LOCAL CHILDREN DO NOT GET TRANSPORT TO/FROM SCHOOL SO ROAD SAFETY A BIG CONCERN. PLANS FOR SOUTH VOE LOOK IDEAL.	SYMBISTER OLD DOCK AND BOOTH – COULD THIS BE AFFECTED BY DREDGING?
MOVE TO NORTH VOE – LEAVE SYMBISTER SMALL DOCK TO BE REPAIRED AS IT IS A TOURIST ATTRACTION BEING SO OLD. ALSO SMALL DOCK WELL USED BY SMALLER BOATS.	IN VIEW OF BAIRNS REQUIRING TO WALK ON THE ROAD PAST NORTH VOE TERMINAL, ROAD TO HAVE A FULL PAVEMENT AND RAILINGS TO SEGREGATE PEDESTRIAN AND VEHICULAR TRAFFIC	SYMBISTER – EXTEND THE SHEET PILING WHICH WOULD GIVE GREATER AVAILABILITY OF BERTHS WHICH WOULD ALLOW MORE BOATS TO BERTH – ONE AREA WOULD PROVIDE LESS SHELTER BUT COULD BE USED FOR 'VISITING BOATS' IN SUMMER, WOULD INCREASE REVENUE FOR MARINA WHICH MAY COVER COST OF MORE SHEET PILING.
PREFER NORTH VOE – SYMBISTER MARINA ALREADY TOO SMALL – MAY EVEN BE SMALLER FOLLOWING WORKS.	NORTH VOE WASTE OF TIME AND MONEY. TOO MUCH MOTION IN THE WATER – WINTER WOULD BE A MAJOR PROBLEM MAY HAVE TO	FILLING IN PEERIE DOCK IS TAKING AWAY A LANDMARK - MAY AS WELL TAKE AWAY ALTOGETHER.

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	MOVE TO SYMBISTER FOR SHELTER. SHOULD NOT RUIN NORTH VOE FOR CHILDREN WHO PLAY ON THE BEACH AND SWIM. WHY RUIN TWO VOES? PREFER SYMBISTER – TANK TESTING DID NOT TAKE INTO ACCOUNT NORTHERLY WINDS – BELIEF IS THAT NORTH VOE OPTION EXPOSED TO SUCH SWELL AND WIND	
NORTH VOE – EASIEST AND MORE STRAIGHTFORWARD SOLUTION OF ALL.	SYMBISTER WOULD ENSURE A WORKABLE SHELTERED HARBOUR. FILLING IN SMALL DOCK IS SENSIBLE. SOME WORK WILL NEED TO BE DONE TO SECURE PIER CURRENTLY USED BY LINGA. ANY POSSIBILITY OF MORE BERTHS IN MARINA AS WAITING LIST LONG. SYMBISTER WOULD PROVIDE A SHELTERED HARBOUR WHEREAS NORTH VOE MAY OR MAY NOT. THE EXISTING LINKSPAN SHOULD BE RETAINED IN CASE OF FAILURE OF NEW RAMPS – WITNESS TOFT/ULSTA/HAMARSNESS.	SYMBISTER – EXTEND THE DREDGING WHICH WOULD GIVE MORE SPACE FOR WHITEFISH BOATS.
PREFER NORTH VOE – CONCERN COMING IN TO SYMBISTER – NO ROOM FOR ERROR. NORTH VOE MORE OPEN WITH LITTLE OTHER TRAFFIC	SYMBISTER SHOULD BE DEVELOPED LEAVING NORTH VOE AS IS.	SYMBISTER – DREDGE FURTHER AND LAUNCH PONTOONS OFF THE SHORE. DISTANCE BETWEEN PONTOONS NEEDS TO BE 2 BOAT LENGTHS.
NORTH VOE ALLOWS CAPACITY FOR EXPANSION IN THE FUTURE.	SYMBISTER ALREADY HAS MOST OF THE AMENITIES IE PIERS TO TIE UP. NORTH VOE OPTION WOULD TAKE AWAY FROM CHILDREN OF WHALSAY THE ABILITY TO SWIM/SAIL/LEARN TO ROW/HANDLE BOATS IN A RELATIVELY SAFE ENVIRONMENT.	SYMBISTER – CAN THE LINKSPAN MOVE UP AND CREATE A LAY BY BERTH WHICH WOULD RELEASE MORE SPACE FOR FISHING BOATS. THE NEW DOLPHIN MAKE MANOEUVERING FOR WHITE FISH BOATS MORE DIFFICULT
STAG REPORT INDICATES NEED FOR ONE OR	NORTH VOE THE ONLY	CANNOT BELIEVE THAT NORTH VOE IS A



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TWO NEW LARGER VESSELS OVER NEXT 20 YEARS OR SO. SYMBISTER OPTION WILL ALLOW [ONLY] ONE LARGER VESSEL TO OPERATE, BUT WITH NO LAY-BY BERTH FOR REPAIRS. TWO LARGER VESSELS NOT AN OPTION SO RESTRICTING POTENTIAL FUTURE TRAFFIC GROWTH. NORTH VOE DOES NOT HAVE THIS RESTRICTION ON GROWTH	NATURAL/UNDISTURBED VOE IN WHALSAY – WOULD INVOLVE NEW ROADS/PARKING FACILITIES ETC WHICH ARE ALREADY IN SYMBISTER.	CHEAPER OPTION THAN SYMBISTER.
LATEST OPTION ALLOWS NO ROOM FOR FUTURE DEVELOPMENT IN HARBOUR ACTIVITIES IN WHALSAY AND WILL REDUCE CURRENT PROVISION.	SYMBISTER – BENEFIT TO ALL – MAIN HUB OF WHALSAY. [NORTH VOE] WOULD CAUSE AN UNNECESSARY SPLIT.	PROPOSED PIER AT NORTH VOE TO BE EXTENDED BY A FEW METRES TO ALLOW BOTH LINGA AND FILLA TO LAYOVER ON NORTH SIDE
SYMBISTER HARBOUR WILL BECOME DANGEROUSLY CONGESTED FOR ALL HARBOUR USERS.	DISTURBANCE BY NOISE & POLLUTION DURING WORKS IF BUILT AT NORTH VOE.	MOVE EXISTING RAMP FROM SYMBISTER ONCE NORTH VOE FULLY OPEN TO NORTH SIDE OF NEW PIER – WOULD ALLOW TWO VESSELS TO OPERATE AT ONCE (SOMETIMES SKERRIES AND MAINLAND BOATS QUEUING IN SYMBISTER AT PRESENT) AND WOULD ALLOW FOR BLOCKING OF RAMP BY FAILED VESSEL – MINIMAL COST AS RAMP AND HYDRAULICS IN GOOD CONDITION, ONLY ADDITIONAL COSTS WOULD BE CONCRETE INFRASTRUCTURE AND RAMP TRANSPORT FROM SYMBISTER
POTENTIAL OPTIONS FOR SALVAGING THE 'AULD DOCK' IN SOME FORM WOULD BE LOST FOREVER.	NORTH VOE – WOULD NEED TO DREDGE ALL THE TIME – WITH WEATHER CONDITIONS – SAND AND SILT WILL COME IN ALL THE TIME WHICH WILL MEAN HAVING TO KEEP ON DREDGING – HUGE FINANCIAL IMPLICATIONS.	SYMBISTER - EXTEND NEW PIER IN SYMBISTER TO EAST NORTH EAST TO IMPROVE PROTECTION OF MARINA, EVEN BETTER TO PUT SHORT STUB BREAKWATER FROM JUST NORTH OF HANSEATIC DOCK TO MAKE MARINA ENTRANCE NARROWER – WOULD THEN ALLOW WHOLE AREA TO BECOME A MARINA WITH MANY ADDITIONAL

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		BERTHS. MAY REQUIRE A TRAFFIC LIGHT SCHEME TO AVOID FERRY / MARINA USERS CONFLICT
THE CONGESTED HARBOUR AND TRAFFIC AREA WILL NOT BE CONDUSIVE TO ECONOMIC DEVELOPMENT OF THE ISLE.	SYMBISTER – SCALLOP BOATS COULD USE BACK OF NEW PIER IF MARINA WAS MOVED. COULD THE FERRY SERVICE BE COMPROMISED BY FOG/WIND?	IN VIEW OF BAIRNS REQUIRING TO WALK ON THE ROAD PAST NORTH VOE TERMINAL, ROAD TO HAVE A FULL PAVEMENT AND RAILINGS TO SEGREGATE PEDESTRIAN AND VEHICULAR TRAFFIC
DISRUPTION TO SYMBISTER DURING CONSTRUCTION WOULD BE DETRIMENTAL TO THE ECONOMIC DEVELOPMENT OF THE ISLE.	<ul style="list-style-type: none"> <li>SHOULD BE SOUTH VOE – WHY USE MONEY TO DEVELOP ANOTHER VOE WHEN IN THE FUTURE THERE MAY BE A FIXED LINK BY THAT TIME THE WORKS ARE IRREVERSIBLE.</li> </ul>	SYMBISTER – PUT MARINA OUT FROM BEACH. WOULD POTENTIALLY ALLOW FOR LONGER TROTS AND MORE BERTHS. THERE IS ALREADY A SIGNIFICANT WAITING LIST FOR MARINA BERTHS.
<p><i>Reasons why Symbister Harbour is not the best option:</i></p> <ul style="list-style-type: none"> <li><i>The safety risks from the conflict of use in Symbister Harbour are of grave concern</i></li> <li><i>It appears that several folk have noted a need to extend the marina provision and there is so little room there already - moving the ferry to the North Voe would allow for this</i></li> <li><i>Development of use of smaller boats should be encouraged and supported for traditional, cultural and economic reasons</i></li> <li><i>Children need to learn road safety in general and whether the ferry is in the North Voe or Symbister, traffic management should be safe for all pedestrians wherever they are walking</i></li> <li><i>Children play where they will whatever</i></li> </ul>	<ul style="list-style-type: none"> <li>IF BUILDING WORKS TAKES PLACE AT NORTH VOE THIS WOULD CAUSE MAJOR DISRUPTION ON THE MAIN ROAD BETWEEN SKAW AND SYMBISTER.</li> </ul>	IMPROVING THE SOUTH VOE PIERS FOR ALL THE FISHING BOATS AND THE FERRIES BY BUILDING OUT AT THE BACK OF THE OUTER BREAKWATER. NORTH VOE SHOULD NOT BE AN OPTION.

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<p><i>developments occur. For many years children were never seen playing on the North Voe beach even when there was no prospect of a ferry terminal, trends change over time</i></p> <ul style="list-style-type: none"> <li>• <i>We should be looking at the long-term future not just the current issues</i></li> <li>• <i>We have just had the annual Regatta in Whalsay which is the main local holiday week - we need to maintain a regatta ramp provision which is manageable for this major local event</i></li> </ul>		
<p><i>"It is pathetic to even think about filling in 'peerie dock' at Symbister. If this had been situated in Lerwick this never would happen. It is removing a picturesque tourist attraction and also would be removing the history behind this. No room at Symbister should build new Terminal at North Voe but failing that if Symbister then keep 'peerie dock'."</i></p>	<ul style="list-style-type: none"> <li>• SOUTH VOE – SAFETY FOR NORTH VOE A GREAT CONCERN – THE ACCESS TO THE TERMINAL WILL BE ON A CORNER. 28 CHILDREN CURRENTLY WALK TO SCHOOL WHEN TRAFFIC WILL BE INCREASED FROM BOTH SIDES.</li> </ul>	
	<p>- Any "Economic Development" of the isle will be dependent on a tunnel, not on the development of either South or North Voe i.e. upgrade the South Voe.</p> <p>- An "Economic Development" is proposed in the conversion of the net store, at Symbister, into a cafe (Cope). Its success will be dependent on catching the incoming and outgoing traffic from the ferries. This point also applies to existing businesses. The passing trade must surely be important to the Boating Club (e.g. visiting sporting</p>	

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	<p><i>teams en route to the ferry) and to the Symbister shop. Both provide jobs for people in the isle. The "Current Economy" of the isle must be safeguarded. The ferry should stay at Symbister.</i></p> <p><i>- Is the Symbister Harbour congested? At times it is almost empty. But like most harbours it has its busy periods. Skippers and other boat handlers stress the importance of approaching any harbour at a safe speed with good seamanship skills.</i></p> <p><i>- Safety/Congestion. The Symbister terminal is ideally sited for the Fish Factory. Lorries are able to come and go from the ferry avoiding the main roads. Re-siting the terminal would surely have cost implications to the factory (fuel costs).</i></p> <p><i>- One point not mentioned in the handout is the invasion of privacy which any ferry terminal in the North Voe would cause to the <u>existing</u> homes. Houses surround this Voe, with a number at a low level. Siting the ferry terminal here would mean <u>permanent</u> noise and visual pollution.</i></p>	
	<p><i>"I am in agreement with the persons who says the 'road safety for the North Voe is a great concern' as my children are among the 28 that walk past that area every day to school. I think the ferry should be left in the South Voe."</i></p>	
	<p><i>"Please do not put the ferry in the north voe because I lic to swim ther with my wetsoot on"</i></p> <p>From Whalsay resident Aged 8 years</p>	

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	<p><i>"DO NOT PUT THE FERRY IN THE NORTH VOE.</i></p> <p><i>I have a new wetsuit and I go for dips, if the ferry came to the North Voe it would ruin my fun."</i></p> <p>From Whalsay resident aged 8 years</p>	
	<p><i>"We got new wetsuits from our granny and most of my holiday I have been playing with my friends in the north voe and it was all fun until YOU made that silly idea that you HAD to make another pier but if you put it in the north voe you will ruin my fun for the rest of my life so thank you very very much"</i></p> <p>From Whalsay resident aged 10 years</p>	
	<p><i>Would like to comment on a few matters following recent feedback of some comments from meeting. Firstly we feel Symbister Voe should be used and adapted to accommodate all aspects of vessels being used from small pleasure boats to ferries, keeping everything together as one comment said main hub of Whalsay. Local shop, boating club and proposed COPE cafe's trade would be greatly affected if the terminal was moved outwith Symbister location.</i></p> <p><i>We feel strongly against North Voe being developed also due to massive increase of traffic. Mainstream traffic occupies this road at present to add to this would be creating an extremely busy and dangerous road for all road users but especially children! Regardless of pavements etc. children still have to cross roads. You will be developing dangerous roads in an area that could be left untouched. Surely safety of children should</i></p>	

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	<p><i>be considered when there is already a functional harbour in Symbister Voe, which could be altered and improved on leaving North Voe area undisturbed.</i></p> <p><i>It was commented that North Voe would be more straightforward. It would not be straightforward at all! It will cause major disruption and pollution to the environment and introduce danger to roads that is avoidable if it is maintained at Symbister harbour where roads etc. are all in place and out of the way of the majority of road users.</i></p> <p><i>The North Voe is a landmark! It is also a tourist attraction. It was used as an advert for Whalsay on one of the tourist booklets not so long back. The effects of disruption to wildlife in their natural environment should also be considered. Seals, otters, tirricks, scarfs, ducks and trout are seen in the North Voe.</i></p> <p><i>It was commented that there was a concern coming into Symbister Harbour no room for error north voe more open with little other traffic. Then later another comment saying north voe allow capacity for expansion in the future! Surely this is a contradiction! If allowing voe expansion this would presumably increase traffic and would end up the same outcome with the same problem! There will be vessels in and around the entrance to a harbour wherever it is.</i></p> <p><i>North Voe will not make a better entrance with bad weather. If you get SW gale and north tide with SE ground swell motion after a SE gale an then a gale from the SW your approach will not be good. North Voe too much motion in the water. Winter will be a major problem and ferries may have to move to Symbister for shelter. This would make it worse</i></p>	
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	<p><i>than ever. Ferries would have to go back in South Voe for shelter creating a worse problem. Leave it in Symbister Voe where it is proven to work. Congested harbours are all over the world. From Hong Kong to Cullivoe. Speaking from experience it is a requirement of the vessels masters and skippers to command their vessels and act in a responsible manner. All this comes down to good seamanship. You don't see vessels in any other harbour steaming through pier heads at 8 knts when you can't see what's coming out of the harbour, when it's not a VHF controlled harbour!! This is very poor seamanship, which has been pointed out to management at Sella Ness more than once over the years! Not an argument for re-routing ferries!</i></p> <p><i>Whalsay has no good beaches as is. The North beach is popular with children all over the isle. If taken away from them and adults there will be nothing left.</i></p> <p><i>When the tank testing was carried out did it take into consideration the different depths within the North Voe. The outcome would possibly be very different taking into account the difference of the depth of the Voe throughout and the deeper sound out by the salmon cages along with swells and the amount of water pushing into the north voe.</i></p>	
	<p><i>"Some points I would like to make regarding the proposed terminal for Whalsay</i></p> <ul style="list-style-type: none"> <li><i>• Nothing has been put in place for the sea site in the entrance to the north Voe, or where this might be relocated. Four men have fulltime employment and on occasion</i></li> </ul>	

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	<p><i>four casuals .This is one of the best sights in Shetland the quality of the fish is excellent.</i></p> <ul style="list-style-type: none"> <li>• <i>Residents living near and around the South Voe harbour area, to date have not voiced any objections to the proposed development in the inner harbour.</i></li> <li>• <i>Residents living near around the North Voe harbour are almost 99% against any development in the inner harbour area.</i></li> <li>• <i>South Voe inner option if this is the preferred option there is a huge area in harbour that can be used for future developments for example inside the north breakwater along the shore to the Hansiatic booth.</i></li> <li>• <i>Congestion in the harbour mouth. Not one incident or accident has ever been recorded or yet have I ever seen any close quarter situations, visibility on the ferries is excellent, speed should always be reduced entering harbours as good common practice and good seamanship.</i></li> <li>• <i>If the Filla was removed from the harbour and relocated to a more appropriate berth, Vidlin, Skerries, Lerwick or Sullom Voe this would solve many problems congestion, berthing arrangements and overall cost for the new Whalsay terminal.</i></li> <li>• <i>The option in the North Voe does not allow any future development in anyway.</i></li> </ul> <p><i>I hope the points I have made can be helpful and useful on the future ferry terminal Proposal for the South Voe Area.”</i></p>	
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## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Head of Transport**  
**Infrastructure Services Department**

### **SCOTTISH AMBULANCE SERVICE CONSULTATION**

#### **1. Introduction**

- 1.1. This report advises the Committee of the consultation currently being carried out entitled "Scottish Ambulance Service – Our Future Strategy".
- 1.2. It seeks the views of the Committee on the response that should be made.

#### **2. Links to Council Priorities**

- 2.1. The Council's Corporate Plan states *"Shetland's communities are scattered and have a diverse set of needs. To best address those, we must have sustainable road, sea and air transport systems, both internal and external, that ensure everyone is able to access the places, services and opportunities they need."*

#### **3. Background**

- 3.1. A letter has been received from the Scottish Ambulance Service dated 28 July 2009 asking for contributions to their consultation "Our Future Strategy" by 14 August 2009. They do state, however, that they will be happy to receive feedback until 11 September.
- 3.2. The details of the consultation are on their website via the link [www.scottishambulance.com/futurestrategy](http://www.scottishambulance.com/futurestrategy).
- 3.3. The request for contributions was received too late to be included in the agenda for the ZetTrans meeting on 14 August 2009.

#### **4. Topics to be considered**

- 4.1. It is suggested that comment be made on the following topics:
  - 4.1.1. Areas of common benefit with the Transport Service.
  - 4.1.2. Opportunities for non-emergency patient transfer by public transport.

4.1.3. The availability of a single ambulance on mainland Shetland.

4.1.4. Air Ambulance provision.

4.2. Members are asked to comment on the above topics and suggest other issues that they would like included in the consultation.

## **5. Financial Implications**

5.1. There are no financial consequences from this report.

## **6. Policy and Delegated Authority**

6.1. The Infrastructure Committee has delegated authority to act on all matters within its remit, under section 12.0 of the Council's Scheme of Delegations, and for which overall objectives have been approved by the Council, in addition to appropriate budget provision.

## **7. Recommendations**

I recommend that Infrastructure Committee: -

7.1. Notes the content of this report.

7.2. Comments on the suggested topics included in paragraph 4.2 and raises any other topics that it would like included in the response at the meeting.

Report No: TR-35-09-F



## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Network and Design Manager  
Roads  
Infrastructure Services Department**

### **REVIEW OF MAIN ROAD IMPROVEMENT POLICY**

#### **1. Introduction**

1.1 This Review was requested by the Infrastructure Committee at its meeting on 5 May 2009 (min ref 37/09), and I was asked to report back in two cycles.

1.2 I presented a Discussion Paper to the Member/Officer Working Group (Roads) in June outlining the way in which such a review could be carried out by addressing the following questions, and I received guidance from the Group on whether this is the way to proceed.

- What are the "Main Roads"?
- What problems exist which might require to be improved?
- What progress has already been made towards improving the main roads, and towards appraising further proposed improvements?  
and
- In which ways should we proceed from now on?

1.3 The following report consists of the above discussion paper, as amended by the Group's guidance.

#### **2. Links to Council Priorities**

2.1 The discussions and actions detailed in this report are required in order to meet the Principles of the Shetland Transport Strategy, particularly those of Accessibility & Inclusion, Accountability, Partnership, Efficiency, and of operating in an Evidence-Based manner. This report is presented under our requirement to be Accountable.

#### **3. The Main Roads**

These have been identified in a number of different ways over the years, as follows:

- 3.1 **The Principal Roads.** These were formally established by the Government in the 1960s, and consist of almost all of the A-Class roads.
- A968 Voe (*via* Toft, Ulsta, Gutcher, and Belmont) to Haroldswick.
  - A969 Lerwick (South Rd - Esplanade - North Rd).
  - A970 Sumburgh (*via* Lochside in Lerwick, and Brig o' Fitch) to Scalloway.
  - A970 Brig o' Fitch to Hillswick.
  - A971 Tingwall to Walls.
- 3.2 **The Spine Route Network.** This was established by the Council, in the formal documents titled the Shetland Transport Policies and Programmes (TPP) from the 1970s till the 1990s, as the network of roads to be upgraded to fully engineered 2-lane standards. It was actually described as "*... intended to link Lerwick to Sumburgh Airport, the Sullom Voe Oil Terminal, Scalloway, and the main ferry terminals. It also includes branches westwards as far as Bixter, and northwards into Northmaven.*" Almost all of this work has now been done. The list of roads consists of almost the full length of the Principal Roads (see 3.1 above), and the following additional routes:
- B9071 Voe to Laxo.
  - B9073 Gulberwick (*via* the Black Gaet) to Scalloway.
  - B9074 Brae (*via* Graven) to Firth.
- 3.3 **"Highest Priority" Roads Under the Maintenance Plan.** This Plan was approved in March 2006, and the Hierarchy of Roads was agreed in February 2008. Under this hierarchy, there is a method of assessing which roads warrant being inspected most thoroughly, and maintained to the highest standards. Considerations include traffic flow, bus usage, whether there is no alternative route, the road's function, facilities accessed, and use by heavy vehicles. The list includes almost all of the above roads, and the addition of the following:
- A971 Brig o' Walls to Sandness.
  - B9074 Scalloway to Hamnavoe.
  - Lerwick, King Harald Street.
  - Lerwick, Knab Road.
  - Scalloway, Castle Street.
  - Sandwick, Central (*via* Setter) to A970.
  - Lerwick, Gremista Road (to Greenhead).

3.4 **The "Main Roads".** Therefore, I would propose that our "Main Roads" include all of the above. In order to be consistent, I would also suggest the addition of the following three roads, because they are either the principal links to villages with Junior High Schools, or the only link to a main ferry terminal.

- B9071 Bixter to Aith.
- B9071 Laxo to Vidlin.
- B9081 Mid Yell to A968.

3.5 **Secondary Main Roads.** There are many other roads in Shetland which might also be regarded as "main roads". In the rural areas these include link roads from the main roads into villages, distributor roads through districts, and loop roads. They are all of a lesser category under all of the above headings, and the possible improvement of most of them is being addressed under the separate "Review of the Narrow Single-Track Roads" which is already under way. This strategic approach was approved by the Working Group some time ago, and was reaffirmed by them at the meeting in June. In addition, parts of some of these roads are already under assessment or design through the current procedures (see Appendix 1, which consists of Sections 3 & 4 of the Progress Report circulated to Members in late June 2009).

#### 4. The Problems

These are listed below, in no particular order, along with the common ways in which we can deal with them. They apply to all roads, but we would be expected to give greater priority to improving the main roads. It is Council Policy to follow the principles of the Scottish Transport Appraisal Guidance (STAG) when deciding whether to invest in Roads & Transport improvements. Identifying one or more problems which "need fixing" is an essential feature of this policy.

4.1 **Limited Capacity and/or Slow Journey Times.** Normally the main reasons for carrying out major road improvements are to increase the capacity of a road network, and to reduce journey-times and delays. However, in Shetland there are few sections of the main road network where we have significant problems of this nature. The main local issues concern the following:

- Journey times on single-track roads. Several years ago we carried out a number-plate survey of point-to-point journey times in the West Mainland. This indicated that replacing a typical single-track road with a two-lane road would be likely to raise average point-to-point speeds from just under 40mph to just over 50 mph. That is, a five mile journey would take less than 6 minutes, instead of about 8. (Almost all dwellings in Shetland are now within about five miles of the two-lane road network)
- Delays at various junctions, especially in urban areas. Many of these locations have now been improved by installing features

such as roundabouts or right-turning lanes. Improvements of others are being considered, but mainly in order to improve safety, rather than to reduce delays. Where delays at junctions are likely to occur as a result of traffic arising from new developments, we now seek to have the developer contribute towards the cost of any improvements thereby required at that junction.

- 4.2 **Accidents Involving Deaths and Injuries.** Reductions in the number of deaths and injuries on the road network are usually sought by means of small-scale improvements, rather than by major new works. These should be carried out at locations with a poor "accident history", or with poor standards of alignment, visibility, etc.
- 4.3 **Lack of Certain Features.** A common form of road improvement involves the addition or upgrading of features such as footways, cycleways, pedestrian-friendly verges, lighting, on-street or off-street parking, bus service infrastructure, barriers & railings, etc.
- 4.4 **Poor Maintained State.** Revenue budgets are used to carry out a wide range of maintenance works, from minor repairs to major resurfacing, etc. However, it is sometimes more cost-effective in the long term to reconstruct or even replace certain roads or parts of them, rather than bear the costs and effects of frequent unduly heavy maintenance and repairs. These (Capital) works can involve carriageways, footways, bridges & other structures, drainage systems, lighting, barriers, or any combination of these. A Roads Asset Management Plan: a thorough and methodical system for assessing the needs and options for these kinds of works, is currently under development.
- 4.5 **Holding Back Social and Commercial Development.** These issues are difficult to assess in relation to the relatively small elements of the road network which are now the subjects of individual road improvements. The main achievement in relation to assisting development has been the successful completion of almost all of the Spine Route Network. However, by addressing the factors in Sections 4.1 and 4.3 above we may be able to further improve accessibility & social inclusion, and to assist some commercial interests.

## 5. Progress to Date

- 5.1 Many miles of new, engineered main roads were constructed under the TPPs of previous decades, and now all of the original Spine Route Network has been double-tracked.
- 5.2 Several other main roads or secondary main roads have also been double tracked, including most of the road from Symbister to Brough, part of the B9071 to Aith, parts of the route from the ferry terminal to the shop in Bressay, all of the B9074 to Hamnavoe (apart from the bridges), and much of the route through Sandwick. With regard to the remaining secondary main roads, many minor improvements have been carried out over the years, and others are planned.



- 5.3 The current lists of proposed main road improvements and other works are derived from the ***Action Plan for the Maintenance, Improvement and Use of the Road Network***, which was reviewed most recently in 2007. Development and construction of these proposals is overseen by the Working Group, and investigation of routes and locations is carried out using STAG-type assessments of options for improvement.
- 5.4 The Roads Asset Management Plan (RAMP), which is being developed, will also feed options and proposed schemes for improvement into the above Action Plan.
- 5.5 Where the preferred option is for works costing more than £150k, the project has to be presented to the Council for approval and listing as a "named scheme" in the main Capital Programme. Please refer to Section 4 of Appendix 1 for details of current projects. Please also note that at present there is no Capital Programme beyond March 2010.
- 5.6 Where the preference is for an option costing less than £150k, the project is presented to the Infrastructure Committee for approval for construction under an appropriate Roads & Transport Capital Rolling Programme. The rolling programmes were reviewed last year, and the Committee approved that they should continue in their updated form. Please refer to Section 3 of Appendix 1 for details of progress on the projects approved for construction in 2009/10 under the 13 current rolling programmes.

## **6. Proposed Way Ahead**

- 6.1 The biennial review of the Action Plan is due to begin this autumn with the usual widespread consultation with stakeholders, in particular Community Councils. This process always provides a great deal of useful information and public opinion, and I would recommend that it should proceed as planned.
- 6.2 We frequently carry out technical assessments of various roads under the headings detailed in Section 4 above. Therefore, I would be able to include a summary of this information for the main roads in the completed review of the Action Plan early next year.
- 6.3 It should also be possible to present a progress report on the Review of Single Track Roads shortly, and incorporate its recommendations in the review of the Action Plan. In particular, we would expect to air the option of concentrating in future on schemes to produce several miles of good single-track roads for the same price as one mile of new 2-lane road.
- 6.4 I would strongly recommend that we continue to carry out small-scale works under the Roads & Transport Capital Rolling Programmes as they provide value for money, they cover all forms of improvement to a road, and they enable us to provide an equitable standard throughout the districts of Shetland.

- 6.5 I would expect to continue to use all of these procedures to promote the inclusion of a range of “named” projects in the Council's new Capital Programme. Where appropriate, some of these improvements may be located on the main roads.

## **7. Policy and Delegated Authority**

- 7.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit (including Section 12.0 of the Council's Scheme of Delegations), and for which the overall objectives have been approved by the Council.
- 7.2 At present it is policy to carry out a biennial review of the Action Plan for The Maintenance, Improvement and Use of the Road Network, and this would be expected to include reviews of subjects such as main road improvement (min ref 15/08).

## **8. Financial Implications**

- 8.1 There are no financial implications arising directly from this report.
- 8.2 The ability to follow the "Proposed Way Ahead" as suggested at paragraphs 6.4 and 6.5 above is dependent on funding being made available in the Council's future Capital Programmes, subject to future Council decisions.

## **9. Recommendation**

- 9.1 I would welcome discussion by Members on all of the above, and guidance as to whether the actions detailed in Section 6 (the Proposed Way Ahead) are acceptable.
- 9.2 In particular, I recommend that the above review should be carried out as part of the Biennial Review of the Action Plan for the Maintenance, Improvement and Use of the Road Network, which is due to take place this Autumn.

RD-15-09-F

# Appendix 1

## **PROGRESS REPORT ON CURRENT WORKS, AND ON SCHEME DEVELOPMENT, JUNE 2009** **Sections 3 & 4**

### **3. Capital Rolling Programme Schemes 2009/10**

- 3.1 *Minor Works and Purchases (Roads): various small improvements have been approved, but none have been ordered yet.*
- 3.2 *Development-Related Roads: Works are nearing completion at Camp Rd Junction, Brae. The approved scheme at Hillside, Sandwick, has not been ordered yet.*
- 3.3 *Bridge Replacements: schemes will include replacements in Fetlar (Houbie) and Yell (Hamnavoe).*
- 3.4 *Footways: Works at Roebreck, Brae, have been completed. Widening of the footway at Gardentown, Symbister, is due to be carried out shortly, along with the adjacent 20mph speed limit. Additional and replacement railings in Lerwick Lanes will be installed later in the year. Completion of the footpath link from the Bressay Kirk to Voeseide was approved, but has not yet been ordered. Some work will also be done to install dropped kerbs, etc in Lerwick and elsewhere.*
- 3.5 *Streetlighting Replacement. Works are almost complete at Mossbank (Maidenfield), and Hamnavoe. Works will be carried out in the Summer in Scalloway (Castle Street), Brae (Gallow burn), Voe (Isles Road), and Bressay (Fullaburn).*
- 3.6 *Traffic Management: The 20mph speed limit on Castle St near Blacksness Pier has been introduced. The Lerwick Consolidated Parking order has been revised, and additional yellow lines have been installed in Hillhead and Burgh Rd. An improved turning head has been built at the end of the Cott Road.*
- 3.7 *Accident Investigation and Prevention: Visibility improvement at Da Braes, Sandwick due to be done shortly. Other locations are being investigated, including the Brig o' Fitch, the A970 at Levenwick, and the Sullom Voe Terminal Junction at Graven.*
- 3.8 *Minor Works and Purchases (Air Services): Works for 2009/10 have still to be agreed with the Transport Service.*
- 3.9 *Minor Works and Purchases (Bus Services): Installation of new and replacement bus shelters continues.*
- 3.10 *Road Reconstruction: This budget was set up about 4 years ago when the Revenue Budget for Resurfacing (GRY6611) was reduced by a similar amount (£250k). Works are due to be carried out in Charlotte Street (Lerwick), Heogan (Bressay), and Brough (Whalsay). Relaying*

*of a panel of flags in Commercial St, Lerwick, will be ordered shortly for the August/September “slot”.*

- 3.11 Roads Drainage: Schemes were approved in Quendale, Cullivoe and Ireland, but they have not yet been ordered.*
- 3.12 Crash Barrier Replacement: various lengths along the A970 between Brindister and Sandwick are being installed.*
- 3.13 20mph Speed Limits at Schools: The Road Safety Engineer reports on progress towards implementation of all of these to each meeting of the infrastructure Committee.*

#### **4. Major Road Improvement Schemes**

*4.1 The following scheme is virtually complete:*

- A970 Oversund Jn, Lerwick: the roadworks are complete apart from minor snagging, and the environmental works are nearing completion. The completion safety check will be done in due course, but in the meantime the minor improvements approved by the Infrastructure Committee on 3 February have been carried out.*

*4.2 Construction of the following schemes is now under way:*

- B9081 Mid Yell Link Rd (Hillend Section): Work started on site on 18 May, and should be complete by late Summer.*
- Bixter Bus Interchange: Work well under way.*

*4.3 The following schemes are included in the current Capital Programme for construction this year, or at a later date:*

- Murrister Roads Maintenance Depot: Replacement Building. Land acquisition in hand, and almost everything else has been prepared for construction, which has been approved for this year.*
- A971 Haggersta to Cova, Weisdale: we have resumed the attempts to acquire the land by voluntary means. A progress report is now being presented to each meeting of the Infrastructure Committee. The earliest possible start date is early 2010, but a later date is more likely.*

*4.4 The following schemes were listed in the previous Capital Programme, although they were not scheduled for a particular year. It is expected that the Council will establish a new Capital Programme shortly, and we have presented these schemes for consideration in the new programme, in approximately the original order of priority.*

- Breiwick Rd, Lerwick: Sea Wall Replacement. (Scheme No.2 on the Council’s previously prioritised list). “Consents” are being sought and documents are being prepared such that tenders could be issued at short notice if required.*
- Papa Stour Rd (No.18). Design and preparation of the proposed major improvement scheme are proceeding. However, we are now*

*investigating whether a reduced-scale improvement can be carried out immediately in collaboration with Scottish Water, whose contractor has damaged the road while installing water treatment plant in the Isle. See separate Paper on this agenda.*

- *Germatwatt Footways, Walls (No.19). Finalising and checking design and land plans. The route may be done in separate phases.*
- *A970 Scord to School, Scalloway (No.21). Advancing design as quickly as possible, in order to be able to discuss proposed traffic arrangements with potential developer of adjacent land.*
- *B9071 Bixter to Aith Phase 2. (No.26) Producing land plans.*
- *Burra and Trondra Bridges: Inspection Walkways (No.33). These are required for ease and safety of inspection and maintenance. They would also serve to exclude the public from the underside of the bridges. The low priority awarded this project in the previous Capital Programme was of concern to us, and I would recommend that these works be given a much higher priority in the new Programme.*

**4.5** *The following schemes are being assessed, using the principles of the Scottish Transport Appraisal Guidance (STAG), for possible inclusion in the Capital Programme:*

- *A970 Hillswick Jn to Urafirth. Preliminary design is well advanced, but the scheme is not being progressed just now: the Design Engineer is working on other schemes.*
- *A971 W Burrafirth Jn to Walls. Design has now been resumed. Several options are being considered, especially in the area of the Gruting Junction.*
- *B9071 Parkhall to Sand Jn. Medium-scale works were agreed by the Group, and design of this project is now required urgently in order to prepare the Laxaburn and Effirth Bridges schemes.*
- *B9082 Gutcher to Cullivoe. The Group agreed in February to a series of minor improvements, and design of some of these is now in hand.*
- *B9182 Bigton Loop Rd. Preliminary design is well advanced, but not being progressed just now: the Design Engineer is working on other projects, and the views of those on last year's bus tour indicated that this scheme may not be a priority for the district.*
- *Cott Rd, Weisdale. As agreed by the Group in June 2008, minor improvements only are being progressed. The new turning head was built in March.*
- *Gulberwick Loop Rd. The exhibition of plans in April was successful, and the design is now being progressed to the point where we can seek to establish a corridor to be preserved in the Local Plan for possible future road improvements. This is being done in collaboration with the Planning Service, originally as part of their proposed Masterplan for the village. It is intended that construction would only take place as a condition on further developments in the village, and would be at least partly funded by the developer(s).*

4.6 *The following routes are only due to be appraised when staff time permits:*

- *A968 Setters Hill, Unst. This is the remainder of the North Unst Phase 2 project, after the higher-priority Brookpoint Phase was built.*
- *B9071 Laxo to Vidlin. The Group prioritised the Vidlin Shore Road scheme, and agreed that this one should be treated as being of lower priority (see 4.7 below). It may also now be possible to present a report to the Group shortly recommending a series of minor works in lieu of a major new road scheme between Laxo and Vidlin.*
- *B9079 Ollaberry Rd. The local Community Council has agreed that the Hillswick project is of higher priority. (see 4.5 above)*
- *B9081 Mid Yell Link Rd, Phase 2. When the Hillend section was prioritised, it was agreed to set improvement of the rest of the road aside for later. (see 4.3 above)*
- *And various other narrow rural single-track roads. For these, we are carrying out a review of **all** rural single-track roads, identifying those with particularly narrow carriageways, poor maintained condition, and significant traffic levels. The aim would be to develop a very long term programme of widening and strengthening of these roads. Such a programme is likely to be better value for money than the construction of much shorter lengths of new 2-lane roads.*

4.7 *In addition, the following schemes have been developed under the Capital Rolling Programmes, but are expected to cost more than the £150,000 limit for inclusion in such programmes. I presented a Paper to the meeting of the Group in February 2009, detailing the schemes, and it was agreed that I should continue to present them to the Council for approval and prioritisation as Major Schemes in the new Capital Programme:*

- *Bridge Replacement: B9071 Laxaburn, Sandsting. Design in hand.*
- *Sea Wall Replacement, and Car Park Extension: Burn Beach, Scalloway. Surveys in hand.*
- *Gremista Footway and Culvert Replacement, Lerwick. Design well advanced, and tender documents, etc due to be produced shortly.*
- *Vidlin Shore Rd Footways, etc. Outline design and land acquisition under way. In the meantime the proposed permanent 20mph speed limit has been postponed until it is clear whether the footway scheme will be approved for construction in the near future.*
- *East Voe Footway, Scalloway. Design well advanced.*
- *Strand Loch Bridge and Footways, Tingwall. Design well advanced, CPO for bridge in hand.*
- *Burravoe Footways, Yell. Design and land acquisition well advanced.*
- *Roads Drainage Improvement, Walls. Surveyed, design to resume shortly.*



## REPORT

To: **Infrastructure Committee**

**1 September 2009**

From: **Network & Design Manager  
Roads  
Infrastructure Services Department**

### **PAPA STOUR ROAD: PROGRESS REPORT ON URGENT REMEDIAL WORKS**

#### **1. Introduction**

- 1.1 In this report, I outline the recent history of the deterioration of this road under new traffic loadings, and the measures now being taken to deal with this.

#### **2. Links to Council Priorities**

- 2.1 The actions detailed in this report are required in order to meet the principles of the Shetland Transport Strategy, particularly those of Accessibility & Inclusion, Partnership, Efficiency, and the need to operate in an Evidence-Based manner. The report is presented under our requirement to be Accountable.

#### **3. Background**

- 3.1 The Papa Stour road, which runs from the Pier to the Airstrip covering a distance of 2.5km or thereby, has been a matter of concern since the introduction of Ro-Ro Ferry services to the island in 2004.
- 3.2 The road is little more than an improved cart track, some 2.3m wide at best, with little in the way of verge support or drainage, and finished with a hand laid tar spray and chip surface.
- 3.3 The road structure was of sufficient strength to accommodate the extremely low volumes of traffic on the island prior to the introduction of the Ro-Ro service, and it required only an annual visit from the maintenance squad.
- 3.4 Since then, a weight limit was recommended and duly implemented in an attempt to maintain the integrity of the road until improvements could be scheduled. However, this department's recommendation on technical grounds that the limit should be 3.5T was amended to 7.5T by the Infrastructure Committee (Min. Ref. 74/08).
- 3.5 A major improvement scheme has been promoted which would see the road widened and strengthened, but with no significant changes to the alignment over its entire length.



- 3.6 This scheme was formerly approved by the Council for inclusion in the Capital Programme, but it is not now listed in the one-year-only Programme. Therefore it does not have a confirmed start date.

#### **4. Scottish Water's Works**

- 4.1 In July 2008, Scottish Water contacted the SIC Roads Service to discuss their intention to construct a new water supply treatment works on Papa Stour. They were aware of possible weight restrictions, and were concerned that this would have some effect on how they were to import the building materials and plant.
- 4.2 We advised Scottish Water of Section 96 of the Roads (Scotland) Act 1984, which allows for the Roads Authority to recover "extraordinary expenses" in repairing roads damaged by heavy vehicles, etc.
- 4.3 Scottish Water agreed that they would meet the cost of damage caused to the road by their works, and site visits were made by both Scottish Water and Roads Service engineers prior to the work commencing. Extensive photographs were taken to record the existing condition of the road and to identify areas where problems might be expected to arise due to the effect of heavy loads.
- 4.4 The works began in mid September 2008 with the importing of large quantities of hardcore in 1 Tonne bags. These were transported from the pier using a Load-All and trailer carrying up to 9 tonnes at a time.
- 4.5 The contractor was instructed to maintain the road throughout the duration of the works by effecting temporary repairs as required. However, this was not done in a manner that was entirely satisfactory.
- 4.6 Once the works were substantially complete, engineers from Scottish Water and the SIC Roads Service re-visited the site to determine the extent of the damage and agree an estimate of repair costs. As a result, Scottish Water have made a payment of £15k as the value of works they would have had to carry out if the Council didn't undertake the road improvement now about to start.

#### **5. Options Considered for Urgent Remedial Works**

- 5.1 Having considered their options, Scottish Water proposed to either repair the damaged section of road (approx. 520m out of the 2200m length) by tar spray and chip patching, or make a financial contribution to us towards carrying out a higher standard of repair.
- 5.2 In June 2009 I presented the Member/Officer Working Group (Roads) with a number of options open to us regarding the level of repair or improvement works, which could be done, all with their own related cost implications and planning requirements.
- 5.3 The "do minimum" option, **Option 1**, would have been to allow Scottish water to reinstate the road without carrying out any structural repairs. This was rejected by the Working Group, since it would merely have brought the road surface back to a condition equivalent to that before the works commenced. There would not have been any improvement to the strength of the road, and a weight limit of 3.5T would still have been required to minimise maintenance costs and preserve the integrity of

the road until improvement works could be carried out by the Council at some future date.

- 5.4 I was also concerned that this standard of repair would not fully deliver a maintenance-free solution and that frequent remedial works would continue to be required in the short term. In particular there was a concern of whether the badly damaged area would withstand the effects of another winter. To reduce the costs incurred if this were to happen, Scottish Water would have been required to guarantee the surface repairs for a period of one year.
- 5.5 Instead, it was considered appropriate for the roads service to accept the agreed financial compensation from Scottish Water, and carry out more extensive improvements, in particular in relation to damaged foundations, and provide a higher standard of repair throughout.
- 5.6 **Option 2** - would have been to reconstruct the most badly damaged sections. This would have involved laying new foundations and verges over approximately 50m of the road. In addition, some drainage works and surface preparation would have been carried out before the whole length of the road was surfaced with 2 coats of tar spray and chips.
- 5.7 This would have effectively provided Papa Stour with a road capable of carrying all normal *light* traffic, but I would still have had to recommend lowering the weight limit to 3.5T. A higher weight limit will only be appropriate following the more extensive road widening and strengthening works which I had recommended, and the Working Group favoured, as outlined in Option 3, below.
- 5.8 **Option 3** – involves work somewhat similar in nature to Option 2, but over a greater distance (some 300m of the length affected by the Water works). These works also require planning permission to allow the use of a borrow pit, negating the need to import materials. Entry to small areas of land is also necessary to facilitate the setting back of fences in conjunction with improving the drainage. This is the option which I recommended to the Working Group, and they were in agreement with this.
- 5.9 **Option 4** would have been simply to accept Scottish Water's contribution, but not use it until we were ready to carry out the planned major scheme. In the meantime we would only have maintained the road in a safe and passable condition, without any improvement, and imposed a 3.5T weight restriction until the major capital scheme could be implemented. Since that scheme was not expected to be scheduled in the Council's new Capital Programme for some years to come, I did not recommend this option.
- 5.10 In any case, I recommended that the works required to repair and strengthen the particularly poor section should go ahead before this winter.
- 5.11 However, there was no funding allocated this year in either the Roads Revenue or Capital budgets for works additional to Scottish Water's obligation. I was also informed that there was no "slippage" available yet from other projects in the 2009/10 Capital Programme. However, the Executive Director has delegated authority to vire funds at short

notice “in exceptional circumstances” from one scheme to another within the Roads Capital Rolling Programmes.

## **6. Progress**

- 6.1 Therefore it was decided to proceed with Option 3. The works over the critical section will include setting back fences; setting back, widening and deepening ditches; installing cross-drains; reconstructing the edges of the carriageway, and widening it; and surface-dressing this section and the rest of the road.
- 6.2 There is community support for these works, even if it eventually results in cancellation of the major project to improve the whole road to a higher standard.
- 6.3 Early entry to the land has been agreed. Planning Permission for the borrow pit has been granted. An archaeologist has been commissioned to monitor the area of the borrow pit when work starts, as required by the Planning Permission.
- 6.4 Our own Roads staff will carry out the main works, which we plan to start during the week commencing 31 August 2009. It is hoped to complete the main work by the end of October, although surface dressing will have to wait until next spring.
- 6.5 The estimated cost of the works planned is £75k of which the Council’s contribution is £60k. As discussed in para 5.11 above, I would hope eventually to obtain this from slippage on approved projects in the main Capital Programme. However, since there is as yet no slippage available, and there might not be any, one or more approved schemes in the Roads Capital Rolling Programmes will be postponed meantime.

## **7. Policy and Delegated Authority**

- 7.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit (including Section 12.0 of the Council’s Scheme of Delegations), and for which the overall objectives have been approved by the Council.
- 7.2 Under the Policy for the Roads and Transport Capital Rolling Programmes, lists of schemes for construction are normally presented annually for approval by the Committee. However, the Executive Director has delegated authority to approve orders for works “in exceptional circumstances”, such as where urgent works are deemed to be of higher priority than one or more approved schemes (R & T Min. Ref. 94/96).

## **8. Financial Implications**

- 8.1 The financial implications arising from the actions detailed in this report are that one or more existing rolling programme schemes will be postponed and £60k will be used to allow the construction of the above urgent works in Papa Stour. The Council has received financial compensation from Scottish Water to the value of £15k to pay for

damage caused by them. The total cost of this project is therefore estimated to be £75k.

- 8.2 However if the postponed Rolling Programme schemes are then restored later in the year from slippage, there will be a net increase in spending on Roads improvements this year. The amount would equate to the figure spent on the urgent works in Papa Stour, currently estimated to be £60,000 (in addition to the contribution from Scottish Water).
- 8.3 In the long term, the works now under way should allow us to cancel the proposed major improvement scheme, which is currently estimated to cost £450,000. I believe that, if a few other minor works are carried out at some time, and if the 7.5T weight restriction is retained, the island's road will be perfectly adequate for the very low traffic level.

## **9. Recommendations**

- 9.1 I ask the Committee to note that works are proceeding as detailed above to restore the Papa Stour Road to its previous condition, and to improve the poorest section to a standard which would make acceptable the current 7.5 tonne weight restriction.
- 9.2 I also recommend that the Committee recommend that the Council approve that the rolling programme funding which is being spent on this work should be replaced by allocating any slippage which might occur from other 2009/10 projects later in the year. This would allow us then to proceed with those approved schemes which have been postponed in order to fund the urgent works in Papa Stour (see para 6.5 above).

RD-18-09-F





## **REPORT**

To: **Infrastructure Committee**

**1 September 2009**

From: **Road Safety Engineer**  
**Roads**  
**Infrastructure Services Department**

### **20 MPH SPEED LIMITS AT SCHOOLS PROGRESS REPORT, SEPTEMBER 2009**

#### **1 Introduction**

- 1.1 As instructed, I have reported to the Committee at each meeting since February on progress made to date with the introduction of permanent and part-time 20mph speed limits at most of Shetland's schools by the end of 2009. (Infrastructure Committee Min. Ref. 03/09).

#### **2 Links to Council Priorities**

- 2.1 The discussions and actions detailed in this report are required in order to meet the Principles of the Shetland Transport Strategy, particularly those of Accessibility and Inclusion, and Environmental Responsibility. The report is presented under our requirement to act in an Evidence-Based manner and to be Accountable.

#### **3 Background**

- 3.1 The use of 20 mph speed limits at schools is now standard practice nationwide, and they can take one of two forms. Firstly, some locations are suited to **Permanent 20mph Speed Limits**, either because traffic speeds are already almost that low, or because traffic-calming measures can be introduced to bring them down to that level. Secondly, at other locations **Part-Time 20mph Speed Limits** using a set of electronic signs may be necessary.
- 3.2 The Committee has decided that the programme to provide speed limits at schools should be accelerated so that it can be completed by the end of 2009, and on 17 February and 25 March the Council approved the necessary funding. I list below all of the schools, along with details of progress towards the completion of their speed limits.
- 3.3 The Committee also approved that 20mph speed limits do not need to be introduced in Fair Isle, Foula, Papa Stour or Skerries, and that the speed limit at Lunnasting School should be delayed for up to one year so that it can be carried out, if possible, in conjunction with road improvements planned for that section of road.

## **4 20mph Limits Already Installed**

- 4.1 **Bells Brae School.** The permanent limit here was installed in October 2005 as part of the limit covering the adjacent housing. Please note that vehicle speeds were recently measured on Gilbertson Road at points to the north of the school crossing and at its junction with Goodlad Crescent. The average 85<sup>th</sup> percentile speed at the former and latter was 27.9 and 25.7 mph respectively. This indicates that the limit is having some effect but would benefit from additional signing and road markings. Progress on the traffic order for a part-time limit on the nearby A969 South Road is noted at paragraph 5.7 below.
- 4.2 **Whiteness School.** Part-time limit installed in July 2006. The community subsequently sought additional side-road signs and one of these has been installed at Clach-na-Strom. A further sign is still to be provided at the junction of the A971 with the Noostigarth road. This work will be done later this year as part of a scheme to replace the existing street lighting in Clach-na-Strom. The sharing of this work will save several thousand pounds.
- 4.3 **Cunningsburgh School.** Part-time limit installed in July 2007.
- 4.4 **Urafirth School.** Part-time limit installed in March 2008.
- 4.5 **Ollaberry School.** Part-time limit installed in May 2008.
- 4.6 **Sound School.** The permanent speed limit was introduced on Oversund Road and adjacent streets in August 2008. The signs for the part-time limit on the A970 Sound Brae has been substantially complete for some time but unfortunately some of the signs failed to operate as they should have. A technician from the sign manufacturer made a site visit during the summer holidays and resolved the problem. The signs are now working and have been programmed with the operating times and dates for the next school year.
- 4.7 **Brae High School.** Part-time limit installed in September 2008.
- 4.8 **Baltasound Junior High School.** Permanent speed limit introduced in November 2008.

## **5 Other 20mph Limits**

- 5.1 **Sandwick Junior High School.** The work to install this speed limit is complete. However, a fault with the variable signs means that it is not operational yet. These signs are the same type and from the same manufacturer as signs we have previously used without any problem (see paragraphs 4.2 to 4.7 above). One of the faulty signs has been sent back to the manufacturer so that they can investigate the matter.
- 5.2 **Scalloway Junior High School.** The work to install this speed limit is complete, but with the same fault as described in 5.1 above.
- 5.3 **Mossbank School.** The work to install this speed limit is complete, but with the same fault as described in 5.1 above.



- 5.4 **Mid Yell Junior High School.** The works order has been placed with our contractor and work should commence during the school's October holidays.
- 5.5 **Dunrossness School.** The work to install this speed limit is complete, but with the same fault as described in 5.1 above.
- 5.6 **Anderson High School.** The Committee, at its last meeting on 16 June 2009, approved the promotion of a permanent 20 mph speed limit with traffic calming measures. This was considered necessary because Guidelines state that these speed limits should be self-enforcing and only installed, without traffic calming, where existing 85<sup>th</sup> percentile speeds are less than 25 mph. The initial consultation process for this speed limit will begin shortly.

*(Please note that this low-cost limit will be required, in the interim period, if the preferred location for the new Anderson High School is the Lower Staney Hill site. Were the current site to be the preferred option for the new school, implementation of this order would be put on hold as the road humps could be considered an inconvenience for the construction traffic. In that case a temporary traffic management order, would be required for the roads in the vicinity of the school, introducing a 20 mph speed limit on Knab Road, Lovers Loan, Gressy Loan, and perhaps parts of Breiwick Road and the South Hillhead if necessary.)*

- 5.7 **Bells Brae (A969).** The consultation process for the traffic order was completed without any formal objections to the limit being received. The order was made in April 2009 and the works order has been placed with our contractor. Since the works would affect the existing flashing amber school crossing lights it was programmed for the school's summer holidays. However, Scottish Water are undertaking water mains work on this stretch of the A969 at this time so our works have been postponed to the October holidays.
- 5.8 **Symbister Junior High School.** The final consultation process for the traffic order was completed without further comment or objections. The order was made on 24 March 2009. We intend to reduce costs by installing the speed limit during construction of the adjacent footway improvement scheme, which has been approved for construction this year under the Footways Capital Rolling Programme.
- 5.9 **Hamnavoe School.** The initial consultation process for the permanent 20 mph zone with traffic calming is now complete. This process included the issuing of a questionnaire to each address within the proposed zone. The residents were given the choice of the 20 mph zone with traffic calming, a variable 20 mph limit at the school only, or retaining the existing 30 mph limit. The results were as follows:

- |                                    |                     |
|------------------------------------|---------------------|
| • 20 mph zone with traffic calming | 43 (53% of returns) |
| • variable 20 mph limit at school  | 30 (37% of returns) |
| • retain existing 30 mph limit     | 5 (6% of returns)   |
| • 20 mph zone and flashing lights  | 3 (4% of returns)   |

A total of 81 questionnaires were returned out of a possible 173, equating to a 47% rate of return. No further comments were received

from the other interested parties/organisations that were consulted at this time. Therefore, it was decided that the 20 mph zone would be formally promoted. The final stage of consultation ended on 28 August 2009.

- 5.10 **Aith Junior High School.** There were no formal objections to the traffic order so it has been made. Scottish & Southern Energy has identified the location of a suitable electricity supply for each sign. To access one of these a cable track must be taken through land adjacent to the road. I have recently written to Aithsting and Sandsting Community Council seeking the contact details of the land owner/tenant.
- 5.11 **Tingwall School.** The consultation process for the traffic order was completed without any formal objections to the limit being received. The order was made on 17 April 2009 and the works order has been placed with our contractors. A letter was received from the Tingwall, Whiteness and Weisdale Community Council asking that the existing permanent 30 mph speed limit be replaced with a 40 mph limit. They were of the opinion that, providing a 20 mph limit is in place at school in/out times, the higher limit would be more appropriate on these lengths of road. Initial consultation for the 40 mph limit was completed without any comments being received and final consultation is underway.
- 5.12 **Happyhansel School.** The consultation process for the traffic order was completed without any formal objections to the limit being received. The order was made on 17 April 2009 and the works order has been placed with our contractors.
- 5.13 **Nesting School.** The problem with the way-leave, necessary for cable tracks across private land, has been resolved. The works order has been placed with our contractors and work should commence during the school's October holidays.
- 5.14 **Bressay School.** A recommendation to promote a permanent 20 mph limit at this school was approved at the last meeting of this Committee. Initial consultation was completed without any comments being received and final consultation is underway with the period for receipt of objections ending on 4 September 2009.
- 5.15 **North Roe School.** Traffic counters were placed, at two locations, on the road passing the school between Friday 29 May and Thursday 4 June 2009. The existing 85<sup>th</sup> percentile vehicle speeds are 37.2 mph and 40.2 mph. These speeds are too high for a permanent 20 mph limit without traffic calming. This length of road is unsuitable for traffic calming due to the lack of streetlights and preceding "speed reducing features" such as junctions or tight bends. Therefore, a part-time 20 mph limit was promoted. The initial consultation process was completed without any objections being submitted and final consultation is underway with the period for receipt of objections ending on 4 September 2009.
- 5.16 **Olnafirth School.** The consultation process for the traffic order was completed without any formal objections to the limit being received.

The traffic order was made on 1 June 2009. The works order will be placed with our contractors when the location of the electricity supplies has been identified and agreed with Scottish & Southern Energy.

- 5.17 **Sandness School** The traffic order was made on 2 June 2009. Scottish & Southern Energy has identified the location of a suitable electricity supply for each sign. To access one of these a cable track must be taken through land adjacent to the road. I have recently written to Sandness and Walls Community Council seeking the contact details of the land owner/tenant.
- 5.18 **Lunnasting School.** The Committee agreed in May 2009 to the postponement of the installation of a 20 mph speed limit here until it is clear if and when the footway scheme will go ahead (Min. Ref. 35/09).
- 5.19 **Uyeasound School.** Traffic counters were placed, at two locations, on the road passing the school between Wednesday 17 June and Tuesday 23 June 2009. The existing 85<sup>th</sup> percentile vehicle speeds are 27.6 mph and 22.6 mph. Since these speeds are on average in excess of 24 mph the Guidelines recommend that a permanent 20 mph limit, without traffic calming, should not be installed. However, this Committee has already decided to promote permanent 20 mph limits without calming measures at Bressay and Skeld Schools in similar circumstances. The reasoning behind this was that the existing speeds are only high at one end of the proposed limit; that traffic is light; and that most of it at school ingoing & outgoing times is stopping & starting, and is driven by parents & teachers. Therefore the decision was also taken to promote a permanent 20 mph speed limit for Uyeasound School. The initial consultation process was completed without any comments and final consultation is underway with the period for receipt of objections ending on 11 September 2009.
- 5.20 **Cullivoe School.** Traffic counters were placed, at two locations, on the road passing the school between Monday 8 June and Sunday 14 June 2009. The existing 85<sup>th</sup> percentile vehicle speeds are 28.0 mph and 22.0 mph. Since these speeds are on average in excess of 24 mph the Guidelines recommend that a permanent 20 mph limit, without traffic calming, should not be installed. However, for the same reasons as explained in paragraph 5.19 above, the decision was taken to promote a permanent 20 mph speed limit for Cullivoe School. The initial consultation process was completed without any comments and final consultation is underway with the period for receipt of objections ending on 4 September 2009.
- 5.21 **Skeld School.** A recommendation to promote a permanent 20 mph limit at this school was approved at the last meeting of this Committee. Initial consultation was completed without any comments being received and final consultation is underway with the period for receipt of objections ending on 11 September 2009.
- 5.22 **Burravoe School.** Traffic counters were placed, at two locations, on the road passing the school between Monday 8 June and Sunday 14 June 2009. The existing 85<sup>th</sup> percentile vehicle speeds are 26.1 mph and 21.3 mph. These speeds are on average below the 24 mph criterion so a permanent 20 mph limit can be installed without traffic

calming. The initial consultation process was completed without any comments and final consultation is underway with the period for receipt of objections ending on 4 September 2009.

- 5.23 **Fetlar School.** The consultation process for the traffic order for a permanent limit was completed without any formal objections being received. The order was made in April 2009 and the works order has been placed with our contractor.

## **6 Financial Implications**

- 6.1 The Council has allocated a budget of £410,000 in 2009/10 in the Capital Programme for speed limits at schools, and a new rolling programme budget heading (GCY9213) has been set up.

## **7 Policy and Delegated Authority**

- 7.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit (including Section 12.0 of the Council's Scheme of Delegations), and for which the overall objectives have been approved by the Council.
- 7.2 The Executive Director of Infrastructure Services has delegated authority to promote traffic orders and traffic calming measures. The Executive Director also has delegated authority to make those orders and install traffic calming where no objections have been received to the proposals at public consultation stage. Where there are objections the decision has to be referred to the Infrastructure Committee which has delegated authority in this situation (Min Ref 04/98 and as described in the Council's Scheme of Delegation).

## **8 Recommendation**

- 8.1 I recommend that the Infrastructure Committee notes the progress made to date on the programme to install 20 mph speed limits at schools before the end of 2009.

RD-16-09-F



## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Network and Design Manager  
Roads  
Infrastructure Services Department**

### **A971 HAGGERSTA TO COVA REPORT ON PROGRESS, AUGUST 2009**

#### **1 Introduction**

- 1.1 At its meeting on 18 November 2008 the Committee asked that I report to each of its meetings on progress towards starting construction of the above project.

#### **2 Links to Council Priorities**

- 2.1 This project meets all of the Principles of the Shetland Transport Strategy, particularly those of Accessibility and Inclusion, Accountability, Compliance, and Environmental Responsibility. This report is presented under our requirement to be Accountable.

#### **3 Background**

- 3.1 Construction of a new road between the Whiteness School near Haggersta and Cova in Weisdale is taking a long time to prepare, due mainly to the very thorough and lengthy procedures we have had to follow, and to the opposition which we face to certain aspects of the scheme.
- 3.2 In December 2008, the Executive Director asked me to produce a provisional timetable for the remaining preparation tasks, and I detail an updated version of this below. I also note *in italics* the progress since I reported to the Committee on 5th May 2009.

#### **4 Provisional Timetable**

- 4.1 **Until April 2009.** We concluded the road safety audit process, produced the final land acquisition plans and passed them to the District Valuer, renewed contact with the landowners, and kept the Scottish Government informed of progress.

## 4.2 April to August 2009 (Now Sept 2009).

4.2.1 *We are now seeking to conclude land acquisition by voluntary means. There were some delays due to illness and staff changes in the District Valuer's office, but the areas of land have now been valued, and offers have been sent to each of the landowners. A period for negotiation between the Valuer and the owners has been set, and if agreement with all of them is achieved by the end of that period, we will proceed to stage 4.4 below. If agreement is not achieved by then, we would promote a new Compulsory Purchase Order (CPO), see 4.3 below.*

4.2.2 *The Consultant Engineers are preparing an up-to-date estimate of total scheme costs, so that a more accurate budget can be set in the new Capital Programme. As part of this process, trial pits are due to be dug shortly.*

4.3 **Sept 2009 (Now Oct 2009) until Scottish Ministers Confirm the CPO.** Issue notices. Make the CPO and advertise it. Deal with any objections, or other correspondence. Submit to Government. Deal with subsequent correspondence. Please note that the minimum time for this procedure is likely to be almost two years.

4.4 **Sept to Nov 2009 (Now Oct to Dec 2009) or Later.** Press Scottish Ministers for a decision on the Stopping-Up Order (at the same time as a decision on the CPO, if one has proved necessary). Please note that when we've been at this stage in the past, correspondence with the objectors has caused the process to be prolonged.

4.5 **Then for a Period of at Least 6 Months.** Carry out final design. Produce contract drawings, quantities, and documents. Issue tenders for return 6 weeks later. Instruct utilities to divert their plant.

4.6 **Shortly Afterwards.** Award contract. Start construction (for a period of about 15 months).

## 5. Financial Implications

5.1 The current estimate of the cost of the project is £2.25m, which includes for land acquisition, design and preparation, utility diversions, works, environmental mitigation, and supervision. I expect to have an up-to-date estimate from the Engineers later this year. In the meantime, there is a budget of £70,000 in 2009/10 to cover the above preparation tasks.

5.2 The project has been approved for construction in former Council Capital Programmes for many years, but has always "slipped" due to various delays. However, since the Council does not at present have a Capital Programme beyond March 2010, there is no current date for construction. I would suggest that the earliest possible start date for construction is the Summer of 2010, but that a more realistic start date may be at least a year later.

## **6. Policy and Delegated Authority**

- 6.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit (including Section 12.0 of the Council's Scheme of Delegations), and for which the overall objectives have been approved by the Council.

## **7. Recommendations**

- 7.1 I recommend that the Committee note progress toward preparing this project for construction.

RD-17-09-F







## **REPORT**

**To:           Infrastructure Committee**

**1 September 2009**

**From:       Head of Finance  
              Executive Services Department**

**Report No: F-028-F**

**Infrastructure Revenue Management Accounts  
General Ledger and Reserve Fund  
For the Period 1 April 2009 to 30 June 2009**

### **1. Introduction**

- 1.1 The purpose of this report is to advise Members of the financial position on the Infrastructure service General Ledger and Reserve Fund revenue management accounts (RMA) for the first three months of 2009/10.

### **2. Links to Corporate Priorities**

- 2.1 This report links to the Council's corporate priorities, defined in its Corporate Plan, specifically in relation to reviewing financial performance relative to the Council's financial policies.

### **3. Background**

- 3.1 The revenue management accounts are presented to the Executive on a monthly basis to monitor the Council's overall financial position.
- 3.2 This monitoring report to Members covers the period 1 April 2009 to 30 June 2009. Only controllable items of expenditure are included, on the basis that recharges for central services and financing costs and financing income are excluded, as these are not controllable in terms of spending decisions. The financial data in this report include employee costs, property costs, transport, grants and other running costs, and income comprises of fees and charges, grants and rents.
- 3.3 For information, all appendices show the Annual Budget, Year to Date Budget, Actual and Variance. It is the Year to Date variances, which are referred to within this report. An estimation of when spending will occur or income is to be received is made on each budget and a spend profile is set which determines the Year to Date Budget. The Year to Date Variance shows how actual activity has varied from the planned budget.

#### **4. Financial position on the General Ledger (inc Support/Recharged)**

4.1 Appendix 1 shows the objective and subjective position for Infrastructure services. For the first 3 months there is an underspend of £1,290,749 (18%). Of this underspend £458,897 is due to an estimated credit accrual for single status back pay. The costs of back pay is only due to be paid in the next few accounting periods. The accrual ensures that the cost is included in the 2008/09 accounts as it relates to that financial year.

4.2 There are several areas which have variances, these are set out below:-

4.2.1 Directorate – The main variance is on Infrastructure Savings (£278,705), these have all been profiled to period 1. Savings of £71,295 have been achieved to date from the original £350,000 savings budget. The Executive Director Infrastructure is actively pursuing further savings.

4.2.2 Environment & Building Svs – The main variances are on Landfill Disposal site £184,550 due to profiling errors on the processing shed and waste to energy plant budgets and a profiling error on Private Sector Housing Grants (£280,181). The single status back pay accrual accounts for £260,913 of the underspend.

4.2.2 Roads – This area is overspent by £47,675, this is due to a profiling error on verge maintenance.

4.2.3 Transport – Of this underspend £484,396 is due to the single status backpay accrual. The remainder is a profiling error on School Transport.

4.2.4 Planning – There is an underspend of £217,859, the main variance is on building standards where there has been additional income for building warrants. There is a profiling error on the ranger service £38,000 and £38,892 is due to the single status backpay accrual.

4.3 For more detailed information, Appendix 2 shows the General Ledger by cost centre.

#### **5. Financial Position on the Reserve Fund**

5.1 Appendix 3 shows the objective and subjective position on the Reserve Fund for Infrastructure services. This shows an underspend for the first 3 months of £146,548 (23%). This variance is due mainly to budget profiling errors on the Fuel Poverty Grant Scheme £107,044.

5.2 For more detailed information, Appendix 4 shows the Reserve Fund by cost centre.

#### **6. Financial Implications**

6.1 The General Ledger for the first 3 months is under the year to date budget by £1,290,749 of which £831,852 relates to the single status back pay accrual. The Reserve Fund is under the year to date budget by £146,548.

Officers will be re-profiling any projects where the timing of payments/income is able to be determined with more certainty or identify any real underspends.

- 6.2 It is difficult at this stage to determine what the Infrastructure service's financial outturn will be due to the high level of estimated credit accrual for backpay across the service and the need to re-profile budgets.

## **7. Policy & Delegated Authority**

- 7.1 The Infrastructure Committee has delegated authority to act on all matters within its remit for which the Council has approved the overall objectives and budget, in accordance with Section 12 of the Council's Scheme of Delegations.

## **8. Recommendation**

- 8.1 I recommend that the Infrastructure Committee note the report.

Report No: F-028-F  
Ref: Accountancy/HKT

Date: 24 August 2009



**INFRASTRUCTURE SERVICES MANAGEMENT INFORMATION 2009/10 - PERIOD 03****1st April 2009 to 30th Jun 2009**

<u>Revenue Expenditure by Service</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
<b>Infrastructure Services (total)</b>	<b>28,646,532</b>	<b>7,297,787</b>	<b>6,007,038</b>	<b>1,290,749</b>
Directorate (sub total)	497,956	-92,505	156,777	-249,282
Environment & Building Services (sub total)	5,569,722	2,200,645	1,367,125	833,520
Planning (sub total)	1,428,439	340,394	122,535	217,859
Roads (sub total)	6,714,804	1,358,662	1,406,337	-47,675
Transport (sub total)	14,435,611	3,490,591	2,954,263	536,328

<u>Revenue Expenditure by Subjective</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
<b>Employee Costs (sub total)</b>	<b>14,351,850</b>	<b>3,224,060</b>	<b>2,606,933</b>	<b>617,127</b>
Basic Pay	9,782,521	2,400,049	1,661,797	738,252
Overtime	738,285	154,563	192,917	-38,354
Other Employee Costs	3,831,044	669,448	752,219	-82,771
<b>Operating Costs (sub total)</b>	<b>20,373,890</b>	<b>4,729,502</b>	<b>4,544,699</b>	<b>184,803</b>
Travel & Subsistence	649,004	146,869	112,094	34,775
Property Costs	6,691,467	1,635,708	1,508,432	127,276
Other Operating Costs	13,033,419	2,946,925	2,924,173	22,752

<b>Transfer Payments (sub total)</b>	<b>2,120,089</b>	<b>639,787</b>	<b>486,480</b>	<b>153,307</b>
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<b>Income (sub total)</b>	<b>-8,199,297</b>	<b>-1,295,562</b>	<b>-1,631,074</b>	<b>335,512</b>
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<b>TOTAL</b>	<b>28,646,532</b>	<b>7,297,787</b>	<b>6,007,038</b>	<b>1,290,749</b>
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<b>INFRASTRUCTURE SERVICES RMA 2009/10 - COST CENTRE DETAIL - PERIOD 3</b>	<b>1st April 2009 to 30th June 2009</b>
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<u>Description</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
<b>Directorate</b>	<b>497,956</b>	<b>-92,505</b>	<b>156,777</b>	<b>-249,282</b>
GRY0005 Infrastructure Savings	-278,705	-278,705	0	-278,705
SRY0000 Infrastructure Directorate	191,448	42,975	38,233	4,742
SRY0001 Infrastructure-Recruitment Ex	60,500	15,126	9,436	5,690
SRY0400 Infrastructure Administration	524,713	128,099	109,108	18,991
<b>Environment &amp; Building Services</b>	<b>5,569,722</b>	<b>2,200,645</b>	<b>1,367,125</b>	<b>833,520</b>
GRY5101 Landfill Disposal Site	-489,132	134,141	-50,409	184,550
GRY5102 Waste to Energy Plant	815,547	369,420	325,188	44,232
GRY5103 Anti-Litter	6,112	1,528	0	1,528
GRY5104 Material Recycling Facility	23,112	5,692	8,531	-2,839
GRY5113 Burial Ground Operations	392,196	107,651	38,443	69,208
GRY5129 Waste Prevention	192,006	47,623	36,338	11,285
GRY5131 Kerb Scheme	106,387	26,517	9,321	17,196
GRY5133 Glass Re-use	74,019	18,431	8,905	9,526
GRY5137 Zero Waste Fund Redetermination	0	0	3,400	-3,400
GRY5140 Environmental Management	12,355	3,089	1,440	1,649
GRY5201 Public Toilets	164,576	44,955	27,056	17,899
GRY5211 Street Cleansing General	323,277	81,058	59,782	21,276
GRY5221 Refuse Collection General	863,406	192,417	183,903	8,514
GRY5223 Refuse Collection Outer Isle	40,897	10,225	9,891	334
GRY5224 Skip Contract	-47,634	-11,947	11,455	-23,402
GRY5225 Com Council Skip Contract	110,435	27,342	21,748	5,594
GRY5229 Grounds Maintenance	201,062	57,408	38,852	18,556
GRY5301 Metrology	32,001	2,675	-8,658	11,333
GRY5401 Environmental Protection	-6,006	-1,501	-2,911	1,410
GRY5403 Housing	255	64	-182	246
GRY5404 Pest Control	9,123	2,382	2,683	-301
GRY5407 Animal Health	967	242	213	29
GRY5408 Food Hygiene	-9,815	-2,454	-1,655	-799
GRY5414 Hsng Multiple Occ Project	0	0	53	-53
GRY5415 Private Sector Housing Grants	574,625	460,621	180,440	280,181
GRY5423 Landlord Registration	-83	-84	2,232	-2,316
GRY5424 A.S.B/N.S.W	212,613	105,824	98,169	7,655
GRY5425 Shellfish Monitoring	0	21,646	14,295	7,351
SRY5000 Head of Environment	97,672	24,286	21,315	2,971
SRY5100 Waste Services	100,733	24,966	28,124	-3,158
SRY5200 Cleansing Services	130,056	32,998	26,854	6,144
SRY5300 Trading Standard Service	181,178	49,552	25,546	24,006
SRY5400 Environmental Health	420,969	104,454	87,342	17,112
SRY5402 Licensing Standards Officer	29,062	7,182	7,140	42
SRY5500 Building Service Manager	69,648	17,310	18,122	-812
SRY5501 Tech/Man Supp-Building Service	278,332	71,945	58,603	13,342
SRY5502 Social Care-Testing & Fees	77,305	19,326	27,451	-8,125
SRY5503 Education-Testing & Fees	313,999	76,425	28,405	48,020
SRY5504 Offices-Testing & Fees	91,570	23,011	8,260	14,751
SRY5505 Asbestos Management	53,040	13,260	1,101	12,159
SRY5506 Safety Surfacing	34,000	8,500	787	7,713
SRY5507 Rural Care Homes Testing&Fees	89,857	22,465	9,553	12,912
<b>Roads</b>	<b>6,714,804</b>	<b>1,358,662</b>	<b>1,406,337</b>	<b>-47,675</b>
GRY6501 Grass Cutting/Weed Control	41,769	20,885	24,264	-3,379
GRY6511 Drainage Maintenance	413,710	103,428	110,019	-6,591
GRY6521 Traffic Signs	71,910	0	1,091	-1,091
GRY6531 Road Markings & Cats Eyes	226,415	4,839	8,929	-4,090
GRY6541 Roads Sweeping	58,199	14,550	9,717	4,833
GRY6551 St Lighting-Maintenance&Energy	343,620	85,905	74,891	11,014
GRY6552 Christmas Lighting/Trees	9,820	466	321	145

GRY6601	Localised Reconstruction	286,952	71,738	129,157	-57,419
GRY6605	Patching	155,448	38,863	29,051	9,812
GRY6611	Resurfacing	1,114,871	278,718	303,970	-25,252
GRY6615	Footpath Maintenance	119,774	29,943	8,435	21,508
GRY6625	Surface Treatments	476,974	143,092	150,828	-7,736
GRY6635	Drainage Improvements	226,287	56,572	13,951	42,621
GRY6645	Verge Maintenance	142,718	35,679	84,378	-48,699
GRY6655	Crash Barriers & Railings	115,150	1,275	100	1,175
GRY6665	Minor Improvements	40,264	10,066	0	10,066
GRY6675	Streetlighting (Renewals)	11,000	2,750	2,540	210
GRY6681	Sea Defences	18,360	4,590	0	4,590
GRY6685	Structures (Ret Walls)	18,360	4,590	465	4,125
GRY6691	Structures(Bridges & Culverts)	18,360	4,590	12,300	-7,710
GRY6692	Cattlegrids	98,430	128	817	-689
GRY6695	Structural Maintenance General	13,537	13,537	14,803	-1,266
GRY6701	Road Authority Functions	34,610	23,503	38,899	-15,396
GRY6711	Surveys & Inspections	155,763	51,107	40,491	10,616
GRY6721	Winter Service	1,165,498	27,539	38,697	-11,158
GRY6731	NRSA Functions	622	154	0	154
GRY6741	Road Safety	2,040	510	-1,512	2,022
GRY6761	Roads Asset Management	21,000	5,250	0	5,250
SRV6000	Head of Roads	176,434	43,258	42,625	633
SRV6100	Roads Network	328,872	80,731	76,811	3,920
SRV6200	Roads Design	320,109	79,458	76,359	3,099
SRV6300	Maintenance	399,075	99,428	92,395	7,033
SRV6400	Laboratory	88,853	21,520	21,543	-23

<b>Transport</b>		<b>14,435,611</b>	<b>3,490,591</b>	<b>2,954,263</b>	<b>536,328</b>
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GRY7701	Foula Ferry Contract	540,469	134,295	80,216	54,079
GRY7201	Air Services General	666,161	152,235	115,908	36,327
GRY7202	Air Services Fair Isle	15,000	15,000	0	15,000
GRY7203	Air Services Foula	12,602	12,602	12,019	583
GRY7205	Air Service Skerries	10,094	10,094	0	10,094
GRY7207	Tingwall Airstrip	156,156	47,166	46,377	789
GRY7208	Scatsta Airstrip	-31,964	-7,991	13,852	-21,843
GRY7209	Baltasound Airstrip	7,460	2,854	-193	3,047
GRY7221	Taxi Licensing	-6,164	894	335	559
GRY7231	Bus Services General	7,401	4,296	3,562	734
GRY7232	Bus Services Whalsay	14,316	3,216	-39,927	43,143
GRY7233	Lerwick Bus Station	49,700	21,774	20,294	1,480
GRY7234	Bus Shelters	5,369	5,369	5,370	-1
GRY7235	Belmont - Saxa Vord	44,211	7,369	8,370	-1,001
GRY7236	Lerwick Town Bus	39,367	6,561	10,803	-4,242
GRY7237	Lerwick Hillswick	146,065	24,344	24,296	48
GRY7238	Lerwick - Laxo	54,876	9,146	8,171	975
GRY7239	Lerwick - Mossbank	139,500	23,250	36,386	-13,136
GRY7241	Lk - Scalloway - Burra	54,507	9,085	14,519	-5,434
GRY7242	Lerwick - Sumburgh	119,088	15,972	-4,820	20,792
GRY7244	Westside Mainline	74,635	29,561	-10,432	39,993
GRY7245	Ulst-a-Gutcher-Cullivoe	78,532	12,493	16,315	-3,822
GRY7246	Ulst-a - M Yell - W Sandwick	28,562	3,768	-1,344	5,112
GRY7247	Westside Feeders	90,143	15,708	12,381	3,327
GRY7248	Concessionary Fares	1,500	250	166	84
GRY7251	Other Tport Vehicle R & M	1,617	404	438	-34
GRY7252	School Transport	1,591,442	265,509	409,415	-143,906
GRY7253	Sp Needs School Transport	259,627	52,161	52,883	-722
GRY7254	Social Work Transport	159,728	31,787	28,179	3,608
GRY7255	Rural Transport	300,919	93,636	104,147	-10,511
GRY7257	Fleet Mgmt-Plant & Vehicle Hir	0	0	95	-95
GRY7258	Education/SRTTransport	29,993	7,498	5,383	2,115
GRY7502	STP Admin Costs	75,179	33,941	14,707	19,234
GRY7504	Sustainable Travel	0	750	1,851	-1,101
GRY7601	Bressay Service	437,878	105,240	47,755	57,485
GRY7602	Fair Isle Service	135,433	32,832	26,348	6,484
GRY7603	Fetlar Service	245,156	61,050	49,504	11,546
GRY7605	Papa Stour Service	156,169	38,884	34,373	4,511
GRY7606	Skerries Service	411,824	99,167	78,480	20,687
GRY7607	Unst Service	706,516	160,873	108,364	52,509
GRY7608	Whalsay service	1,178,008	277,387	165,720	111,667



GRY7609	Yell Service	1,048,872	255,368	165,047	90,321
GRY7610	Community Runs	0	-39,134	-52,179	13,045
SRV7000	Head of Transport	89,002	23,457	24,345	-888
SRV7200	Transport	76,076	18,878	14,922	3,956
SRV7600	Ferry Operations Manager	739,583	184,396	176,376	8,020
SRV7610	Ferry Service-Cadets	74,000	3,333	4,963	-1,630
SRV7699	Ferry Ops - Booking Service	103,074	25,552	25,915	-363
VRV7295	Fleet Management Unit	-8,350	78,703	2,133	76,570
VRV7296	FMU Fuel	-21,111	-3,384	-2,509	-875
VRV7297	FMU-Vehicle Hire	2,815	1,218	2,287	-1,069
VRV7620	Lerwick Terminal	17,174	5,733	5,726	7
VRV7621	Bressay Terminal	20,887	4,765	3,704	1,061
VRV7622	Grutness Terminal	7,037	1,303	443	860
VRV7623	Fair Isle Terminal	22,197	4,769	443	4,326
VRV7624	Hamarsness Terminal	37,125	8,299	8,304	-5
VRV7625	Walls Terminal	0	0	25	-25
VRV7627	West Burrafrith Terminal	24,777	5,977	2,035	3,942
VRV7628	Papa Stour Terminal	26,284	6,184	1,281	4,903
VRV7629	Skerries Terminal	23,116	5,397	143	5,254
VRV7630	Gutcher Terminal	24,305	5,578	1,672	3,906
VRV7631	Belmont Terminal	22,325	5,095	5,890	-795
VRV7632	Laxo Terminal	10,390	2,116	632	1,484
VRV7633	Symbister Terminal	36,807	8,508	8,716	-208
VRV7634	Vidlin Terminal	25,134	5,994	913	5,081
VRV7635	Toft Terminal	41,781	9,510	1,594	7,916
VRV7636	Ulsta Terminal	47,883	12,172	2,788	9,384
VRV7661	MV Bigga	332,035	47,919	39,927	7,992
VRV7662	MV Snolda	119,304	10,214	7,639	2,575
VRV7663	MV Fivla	223,243	29,828	22,666	7,162
VRV7665	MV Geira	239,591	29,708	22,389	7,319
VRV7666	MV Good Shepherd	71,497	8,502	5,962	2,540
VRV7668	MV Hendra	256,831	32,806	30,988	1,818
VRV7670	MV Leirna	232,722	29,870	45,649	-15,779
VRV7672	MV Thora	104,530	8,790	3,316	5,474
VRV7673	Linga	506,119	210,191	131,265	78,926
VRV7675	Filla	319,904	54,501	54,170	331
VRV7676	MV Daggri	571,436	236,041	324,567	-88,526
VRV7677	MV Dagalien	573,086	236,615	256,485	-19,870
VRV7690	Sellaness Store	31,838	7,554	6,703	851
VRV7695	Ferries Engineering Service	355,217	87,835	96,662	-8,827
<b>Planning</b>		<b>1,428,439</b>	<b>340,394</b>	<b>122,535</b>	<b>217,859</b>
GRV8002	Marine Devt Works Licences	0	0	-14,876	14,876
GRV8101	Building Control	-192,007	-48,002	-47,443	-560
GRV8201	Planning Control	-167,378	-41,845	-49,532	7,687
GRV8304	Access Paths Improvements	48,276	11,895	5,452	6,443
GRV8402	Energy Conservation	6,846	1,716	1,635	81
GRV8404	KIMO International	-32,673	-8,168	0	-8,168
GRV8409	Map Extract Service	0	0	-220	220
GRV8410	FFL Scotland	0	-1	1,716	-1,717
GRV8411	Ranger Service	38,000	38,000	0	38,000
SRV8000	Head of Planning	282,834	27,710	22,956	4,754
SRV8100	Building Standards	236,389	58,581	-51,191	109,772
SRV8200	Development Management	390,723	97,374	89,687	7,687
SRV8300	Development Plans	304,526	75,415	52,146	23,269
SRV8400	Heritage	373,943	92,980	90,514	2,466
SRV8401	GIS Technical Design & mapping	138,960	34,739	21,689	13,050
<b>TOTAL INFRASTRUCTURE</b>		<b>28,646,532</b>	<b>7,297,787</b>	<b>6,007,038</b>	<b>1,290,749</b>

**INFRASTRUCTURE SERVICES MANAGEMENT INFORMATION 2009/10 - PERIOD 03****1st April 2009 to 30th Jun 2009**

<u>Revenue Expenditure by Service</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
<b>Infrastructure Services (total)</b>	<b>1,232,663</b>	<b>631,721</b>	<b>485,173</b>	<b>146,548</b>
Environmental Health	506,842	126,711	13,455	113,256
Development Plans	102,700	25,675	2,717	22,958
Sustainable Development	623,121	479,335	469,001	10,334

<u>Revenue Expenditure by Subjective</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£

<b>Employee Costs (sub total)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
Basic Pay	0	0	0	0
Overtime	0	0	0	0
Other Employee Costs	0	0	0	0

<b>Operating Costs (sub total)</b>	<b>245,082</b>	<b>192,521</b>	<b>186,217</b>	<b>6,304</b>
Travel & Subsistence	400	100	0	100
Property Costs	0	0	0	0
Other Operating Costs	244,682	192,421	186,217	6,204

<b>Transfer Payments (sub total)</b>	<b>987,581</b>	<b>439,200</b>	<b>299,055</b>	<b>140,145</b>
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<b>Income (sub total)</b>	<b>0</b>	<b>0</b>	<b>-99</b>	<b>99</b>
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<b>TOTAL</b>	<b>1,232,663</b>	<b>631,721</b>	<b>485,173</b>	<b>146,548</b>
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**INFRASTRUCTURE SERVICES RMA 2009/10 - COST CENTRE DETAIL - PERIOD 3****1st April 2009 to 30th June 2009**

<u>Description</u>		<b>Annual Budget</b>	<b>Year to Date Budget</b>	<b>Year to Date Actual</b>	<b>Year to Date Variance (Adverse)/Favourable</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
<b>Environment</b>		<b>506,842</b>	<b>126,711</b>	<b>13,455</b>	<b>113,256</b>
RRY5001	Fuel Poverty Grant Scheme	481,996	120,499	13,455	107,044
RRY5004	Reserve Fund Property Grants	24,846	6,212	0	6,212
<b>Planning</b>		<b>725,821</b>	<b>505,010</b>	<b>471,718</b>	<b>33,292</b>
RRY8381	Area Regeneration Res Fund	58,700	14,675	0	14,675
RRY8383	Coastal Protection	44,000	11,000	2,717	8,283
RRY8481	KIMO Policy	7,000	1,750	299	1,451
RRY8482	Nuclear Policy	21,382	5,346	8,102	-2,756
RRY8486	Env Improve/Cons	100,000	0	0	0
RRY8487	Architectural Heritage	289,739	289,739	285,600	4,139
RRY8488	Natural Heritage	30,000	7,500	0	7,500
RRY8003	NAFC Marine Management	175,000	175,000	175,000	0
<b>TOTAL INFRASTRUCTURE SERVICES</b>		<b>1,232,663</b>	<b>631,721</b>	<b>485,173</b>	<b>146,548</b>



## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Head of Transport**  
**Infrastructure Services Department**

### **SUSTAINABLE TRANSPORT DEMONSTRATION PROJECT**

#### **1 Introduction**

- 1.1 This report is provided to inform Members of the intention to pursue local and national funding sources in order to undertake a demonstration project able to compare the operational efficiency and environmental impact of different green energy sources in the context of Shetland.
- 1.2 The project team would like to receive feedback on the project from Councillors, before proceeding.

#### **2 Link with Corporate Priorities**

- 2.1 This project delivers on the following Corporate Priorities:

**Sustainable Economy:** Renewable Energy

- Seek to support the case for establishing a fixed interconnector to the UK mainland by 2012.
- Seek to provide support in developing Viking Energy's proposals to the submission of the Electricity Act application.
- Support 2 renewable energy projects in the marine environment and 4 in the terrestrial environment.
- Consolidate the PURE hydrogen project in Unst and the integration of low-energy technology in local building standards for business projects.

**Sustainable Environment & Transport:** sustainable use of resources

- Reduce CO2 emissions from Council buildings and Council energy use by 6% by 2011.
- Progress a wind turbine project to seek to turn wind power into electricity, heat and hydrogen.

**Sustainable Society:** Deprivation and Social Exclusion

- Reduce the number of households experiencing fuel poverty by targeting grant assistance, education and advice to those people most likely to be living in fuel poverty and campaigning for the control of fuel costs for those on lowest income.

## **Sustainable Organisation: Living Within Our Means**

- Ensure that services do not overspend their annual revenue budgets

### **3 Background**

- 3.1 The project team have been working together for the last few months to investigate the way in which Shetland's transport energy needs can be met in the future.
- 3.2 The project team consists of representatives from ZetTrans, Shetland Islands Council (Energy Unit, Planning Service, Environmental Services, Transport Service, Economic Development Unit), Highlands and Islands Enterprise and Community Energy Scotland.
- 3.3 The project team agree that the first stage project should be one capable of comparing and contrasting different green energy sources, focused on a few geographic communities in Shetland, capable of providing sufficient operational, financial and environmental information to inform future provision across Shetland.
- 3.4 There are a number of key drivers for undertaking this work at the current time:
  - There are a large number of external funding opportunities available to assist with this work, and this project is an opportunity for Shetland to be advanced in applying for funding and implementing a project;
  - The project is able to deliver on a number of key European, national and local targets, such as carbon emissions, and the emissions of other harmful greenhouse gases and pollutants;
  - The project is able to deliver on key elements of the recently completed Renewable Energy and Action Plan for Shetland Renewable Energy Strategy for Shetland; and
  - To ensure Shetland is being proactive in looking for alternative fuel sources, to assist in securing Shetland's financial sustainability and fuel security, both for agencies and individual households.

### **4 The Sustainable Transport Demonstration Project**

- 4.1 The Project Plan is provided for information at Appendix 1. It consists of a common aim, set of objectives, monitoring and evaluation framework, and five delivery sub-projects.
- 4.2 The aim of the project is to compare and contrast a number of different transport energy sources in the context of Shetland. And the main objectives of the project are to:
  - A. Set up a variety of green energy transport demonstration sub-projects within communities in Shetland.
  - B. Monitor the outputs of these sub-projects including the benefits and drawbacks.
  - C. Review the potential to expand the successful sub-projects to other areas of Shetland, and, if feasible, plan for this expansion.
  - D. Market the results of the project to the Shetland community and beyond.

- 4.3 The project has been developed based on:
- identified need for transport (i.e. existing or developing transport provision, so that operational costs are covered within existing resources);
  - funding opportunities; and
  - building on skills expertise and community capacity.
- 4.4 As much as possible, the project pulls together projects that were already being discussed and developed, into a series of sub-projects with a common aim, set of objectives and monitoring and evaluation framework. The advantage of this is that the project is needs-led; ensures the sub-projects can capitalise on funding opportunities rather than competing against each other; and a comprehensive set of comparable data can be gathered to inform future developments.
- 4.5 The sub-projects are summarised below, with more detail provided in Table 1 and Appendix A of Appendix 1:
- A) Hydrogen powered vehicle in Unst, powered using hydrogen generated using renewable energy (wind);
  - B) Electric-powered vehicle in Fair Isle, powered using energy generated from renewable source – existing source (wind);
  - C) Electric-powered vehicle in Fetlar, powered using energy generated from renewable source – new development (wind);
  - D) Electric-powered vehicles in Lerwick, powered using mains electricity;
  - E) Dual-fuel powered vehicle (electric and diesel) in Northmavine, powered using existing sources (renewable and diesel).
- 4.6 The sub-projects will each be led and managed by a different community or organisation. A project manager will oversee the whole project. This person will be contracted by the Renewable Energy Forum to deliver the Renewable Energy Action Plan. They will report to the Project Team (who will become the Shetland Renewable Energy Strategy Transport Group, if approved), who, in turn will report to partner organisations, the Community Planning Delivery Group, and the Shetland Renewable Energy Forum.
- 4.7 Each of the sub-projects will use a common framework to monitor the effectiveness of each form of green energy transport. It is essential that a common and rigorous approach is taken, in order to provide robust conclusions and enable Shetland to make informed choices about future energy for transport provision.
- 4.8 This will include:
- Baseline – existing energy requirements in project area.
  - Generation – Recording of type of generation and overall performance.
  - Refuelling point - Electrical charging data / Hydrogen data / timeline.
  - Vehicle performance - miles per kW/hr miles per nm<sup>3</sup> hydrogen.
  - Vehicle activity record – Journey type and service record / energy offset data.
- More detail is available in Appendix 1.

- 4.9 In addition to the sub-projects the SIC Planning Service will undertake strategic mapping of refuelling stations to develop in parallel with the sub-projects and the findings. At this time the possible refuelling stations (known as the green fuel highway) highway is being developed under the following principles:
- Key Employers
  - Key Nodal Points
  - Close to sites with potential for renewable energy development.

## **5 Policy & Delegated Authority**

- 5.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit, Section 12.0 of the Council's Scheme of Delegations, and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

## **6 Financial Implications**

- 6.1 There are no financial implications arising from this report. However, funding will be required for the project to progress. Appendix 1 sets out a number of potential sources of funding and Table 2 of Appendix 1 sets out the estimated cost of each element of the project, including the possible sources of funding. None of the funding sources, including that of the Capital Programme Unit or Economic Development Unit are confirmed. Any funding sources over and above existing delegated authority will be subject to a further report.

## **7 Recommendation**

- 7.1 I recommend that the Committee discuss and note the content of this report, recognising the opportunities and benefits to Shetland, at this time. Agencies and communities will pursue external funding opportunities, following this meeting. Members will be aware that funding will also be sought from some ZetTrans partner organisations.

Report Number: TR-32-09-F

### **INTRODUCTION**

A number of studies were carried out by PURE Energy Centre (2008) for SIC and ZetTrans. The purpose of these studies was to provide the information necessary for public bodies to decide what and how to develop a sustainable transport solution for Shetland. It was agreed that a Shetland based demonstration project should be developed to monitor and evaluate the environmental impact and operating capabilities of a set of vehicles fuelled by different green energy sources. This project is focused on a few geographic communities in Shetland, but looks towards the development of a second stage of rollout across Shetland's communities.

The project will have a number of benefits for Shetland:

- Reducing our carbon footprint: generating "green energy" and reducing transportation of fuel to Shetland;
- Reducing the emission of other harmful greenhouse gases and pollutants;
- Potential method of halting rising household fuel bills;
- Security of supply of fuel; and
- Research and development opportunities.

The project will provide research on providing an alternative 'green' source of fuel for the islands, and how this could potentially be rolled out to the wider community.

This plan sets out the scope of the project.

### **BACKGROUND**

The UK Government has signed up with Europe to a target that 20% of the EU's consumption comes from renewable sources by 2020. The European Commission has proposed that the UK's contribution to this should be to increase the share of renewables in the energy mix from 1.5% in 2006 to 15% by 2020. The UK energy strategy proposed that in the transport sector new compulsory emissions targets for new cars should be introduced.

The EU's draft Renewable Energy Directive includes a binding target for all Member States to source 10% of their transport energy consumption from renewable sources by 2020. Biofuels is the main source at present for transport; however the biggest impact will be achieved by developing vehicles powered through the electricity grid or from hydrogen using renewable energy to make the electricity or hydrogen.

Over the next few years motor manufacturers have committed to developing electric and hydrogen-powered vehicles. The Government is keen to promote all options open for future technological development (including electric and hydrogen) and is interested in examining now how the development of electric vehicles and an appropriate charging infrastructure could be accelerated in the UK. John Swinney has also announced a target of creating 16,000 "green jobs" as a means of helping beat the current economic downturn.

Partners in Shetland have therefore seen the opportunity to develop a demonstration project involving renewable energy and transport that will have the potential to create jobs, innovation, research and infrastructure, as well as generating significant environmental benefits.



## STRATEGIC CONTEXT

The economic development agencies in Shetland have identified renewable energy as one of the key priority areas for policy direction.

(A) Energy is highlighted as a priority sector within the Government Economic Strategy (GES). In terms of the HIE objectives and priorities, the strategy would aim to meet the GES strategic objectives of wealthier & fairer, smarter, safer & stronger, and particularly greener. The strategy would aim to deliver the priorities of 'supportive business environment', 'infrastructure, development and place' and 'equity'.

(B) Shetland's Community Planning Partnership's Priority Area for the 'Greener' Position statement for 2009-10 is 'To develop a cross-agency approach to using less carbon and using energy better.'

(C) The Shetland Islands Council corporate plan contains a number of policies that relate to the subjects discussed in this report, specifically:

**Sustainable Economy: Renewable Energy**

- Seek to support the case for establishing a fixed interconnector to the UK mainland by 2012
- Seek to provide support in developing Viking Energy's proposals to the submission of the Electricity Act application.
- Support 2 renewable energy projects in the marine environment and 4 in the terrestrial environment.
- Consolidate the PURE hydrogen project in Unst and the integration of low-energy technology in local building standards for business projects.

**Sustainable Environment & Transport: sustainable use of resources**

- Reduce CO2 emissions from Council buildings and Council energy use by 6% by 2011.
- Progress a wind turbine project to seek to turn wind power into electricity, heat and hydrogen.

**Sustainable Society: Deprivation and Social Exclusion**

- Reduce the number of households experiencing fuel poverty by targeting grant assistance, education and advice to those people most likely to be living in fuel poverty and campaigning for the control of fuel costs for those on lowest income.

**Sustainable Organisation: Living Within Our Means**

- Ensure that services do not overspend their annual revenue budgets

The Single Outcome Agreement for Shetland has a key indicator related to renewable energy: 50% of electricity generated in Scotland to come from renewable sources by 2020 (interim target of 31% by 2011).

(D) ZetTrans is Shetland's Regional Transport Partnership. The Regional Transport Strategy (RTS) for Shetland includes the following:

**Principle 8: Environmental Responsibility** – ZetTrans will ensure that its actions demonstrate its commitment to contributing to the local and global environmental challenges both now and in the future.

## **Environmental Objectives**

ENV 1 Reduce carbon dioxide and greenhouse gas emissions, and the consumption of non-renewable resources arising from transport, travel and infrastructure in control of ZetTrans, SIC and its partners.

ENV 2 Encourage and facilitate reductions in carbon dioxide and greenhouse gas emissions, and the consumption of non-renewable resources arising from transport.

(E) The sustainable transport trial is a good fit with objective 1 of the recently completed Renewable Energy and Action Plan for Shetland Renewable Energy Strategy for Shetland. Specifically:

**Objective One:** Develop economic and effective solutions which significantly reduce the volume of non-renewable fossil fuels required to power Shetland.

## **Activities**

- Investigate renewable transport fuel options for road transport and sea based vessels within Shetland. Within this review(s), establish the fuel price increase necessary in order to make the next best option economic. [A related project is already underway investigating road transport fuel options]
- Identify the local applications where hydrogen technology would provide a competitive option in comparison to alternative energy sources and support an innovative pilot project.
- Undertake an analysis of fossil fuel based energy use across Shetland and identify opportunities for reduction or replacement with renewable alternatives and the conditions required for success (such as fossil fuel price increase).
- Undertake a technical study of wind (and other renewable) penetration on existing Shetland electricity system. Incorporate a review of the possible use of deferrable electric heating demand and electric vehicle charging to improve control of electricity system.

## **AIMS & OBJECTIVES**

The aim of the project is to compare and contrast a number of different transport energy sources in the context of Shetland.

The main objectives of the project are to:

- A. Set up a variety of green energy transport demonstration sub-projects within communities in Shetland.
- B. Monitor the outputs of these sub-projects including the benefits and drawbacks.
- C. Review the potential to expand the successful sub-projects to other areas of Shetland, and, if feasible, plan for this expansion.
- D. Market the results of the project to the Shetland community and beyond.

## **PROJECT DESCRIPTION**

The project will involve the following:

1. A number of vehicles powered from different energy sources operating within different communities in Shetland as demonstration sub-projects.

2. Mapping the necessary fuelling stations for a 'green energy highway' within Shetland.
3. Building capacity in the community in converting vehicles and maintaining them.
4. Monitoring the performance of the vehicles throughout the duration.
5. An agency, business or community group will project manage each of the demonstration sub-projects for the duration.
6. The Shetland Renewable Energy Forum will be contracting a person to deliver the Shetland Renewable Energy Strategy. In addition this person will undertake project management for this project, including any overall project funding opportunities and the necessary monitoring, evaluation and reporting.

There are a number of different energy sources and combinations which will be tested in different areas of Shetland. The allocation of sub-projects has been based on:

- community/agency need for transport;
- skills expertise;
- existing renewable energy production; and
- funding opportunities.

Table 1 provides a summary of the key information for each of the projects. Detailed information for each is provided in Appendix 1.

**Table 1: Summary of Key Information from Six Sub-Projects**

<b>Variables to be Tested</b>	<b>Sub-Project A</b>	<b>Sub-Project B</b>	<b>Sub-Project C</b>	<b>Sub-Project D</b>	<b>Sub-Project E</b>
Location	Unst	Fair Isle	Fetlar	Lerwick	Northmavine
Vehicle	Hydrogen Powered, with Hydrogen produced using renewable energy	Electric Powered by Renewables	Electric Powered by Renewables with grid support.	Electric Powered by Grid Mains Electricity	Dual Fuel / or electric (powered by renewables)
Need and Vehicle types	Minibus	Minibus	Minibus	SIC Fleet Vehicles (mail van, DLO van with localised mileage)	Minibus
Lead body	Unst Partnership & Powerdown	Community Powerdown/ FIEC	Fetlar Development Limited	SIC Energy and Transport	Northmavine Community Development Company
Infrastructure	Location of power points, garages with trained staff	Location of power point likely to be shop and	Location of power point and storage	Location of power points, garages with	Location of power points and

	on conversion etc.	generator house.	unit for vehicle	trained staff on conversion etc.	storage unit for vehicle
Project management	Unst Partnership & Powerdown	Community Powerdown & FIEC	Fetlar Development Limited	SIC Energy and Transport	Northmavine Community Development Company

In addition to this strategic mapping of refuelling stations will be undertaken by SIC Planning – Shetland's Energy Highway. At this time the highway is being developed under the following principles:

- Key Employers
- Key Nodal Points
- Close to sites with potential for renewable energy development.

It is essential that, throughout the life of this project, the strategic GIS mapping impacts upon and is influenced by developments through enhanced learning from the sub-projects to develop transport interchanges at key points around Shetland. If a basic framework of energy points from existing petrol, diesel, LPG & Hydrogen and new electric recharge points are established, travel radiuses need to be established for the test vehicles to ensure that the different vehicles are not confined to the geographical test area and home/base recharge points.

Multi-modal transport hubs need to be the next step in facilitating energy points at new large developments, ferry and bus terminals such as the newly developed Bixter Interchange with bus, cycling and parking provision.

## MONITORING AND EVALUATION FRAMEWORK

Each of the sub-projects will use this framework to monitor the effectiveness of each form of green energy transport. It is essential that a common and rigorous approach is taken, in order to provide robust conclusions and enable Shetland to make informed choices about future energy for transport provision.

- Baseline – existing energy requirements in project area.
- Generation – Recording of type of generation and overall performance.
- Refuelling point - Electrical charging data / Hydrogen data / timeline.
- Vehicle performance - miles per kW/hr miles per nm3 hydrogen.
- Vehicle activity record – Journey type and service record / energy offset data.

The effective monitoring and evaluation of this programme will require the establishment where possible of a baseline prior to implementation and recording and collation of data throughout the life of the project.

Where appropriate and available existing operator information would be recorded to ensure start up and outcome values where possible.

All energy inputs whether renewable or fossil fuel based will be recorded through established metering systems. All vehicle recharge points will incorporate meters to

record overall consumption with additional data capture functions such as individual vehicle and time identifiers as options.

In the case of hydrogen vehicles accurate records of consumption and energy input required for generation will be factored in.

The vehicle operators will be responsible for maintaining daily service records of all vehicle activities to be collated by each project lead organisation responsible.

## **REPORTING MECHANISMS**

As well as reporting progress and results to meet funding requirements, this project will also report to the following groups/mechanisms, to ensure it continues to meet Shetland's strategic context, as set out above:

- Community Planning Delivery Group, through the 'Greener' Position Statement
- ZetTrans
- The Shetland Renewable Energy Strategy Transport Group, which in turn reports to the Shetland Renewable Energy Forum.

## **NEXT STEPS**

1. Develop detailed costings and gather quotes
2. Discuss Project Plan with external funding providers, such as LEADER and Cenex to gauge level of support
3. Apply for grants and local funding sources and appoint project manager
4. Tender aspects that are required
5. Start project
6. Ongoing monitoring
7. Project evaluation at completion date
8. Decide phase II

## **PROJECT COSTS AND FUNDING OPPORTUNITIES**

The overall budget for the project is approximately £882,000. Much of this will be obtained from external funding organisations, such as those listed below. However, there will also need to be some funding commitment from project partners.

- The Climate Challenge Fund is [www.infoscotland.com/climatechallengefund](http://www.infoscotland.com/climatechallengefund)
- The Low Carbon Vehicles Strategy - 6th August deadline  
<http://www.innovateuk.org/assets/pdf/LowCarbonVehiclesCompFlyerJune09.pdf>
- SIC, Economic Development Unit and Capital Programme
- HIE
- CES / CARES (Community Energy Scotland / Scottish Community and Renewable Energy Scheme).
- Cenex (Low Carbon Infrastructure Grant Programme).
- LEADER
- C2CI Project
- Government's vision to promote ultra low carbon transport over the next five years: central to the strategy is an initiative to help put electric cars into the reach of ordinary motorists by providing help worth £2,000 to £5,000 towards buying the first electric and plug in hybrid cars when they hit the showrooms from 2011 onwards.

An assumption is made such that ongoing operational and maintenance costs will be funded by existing resources required to fund transport.

Table 2 provides a detailed project breakdown and potential funding opportunities<sup>1</sup>:

	Unst	Fair Isle	Fetlar	Lerwick	North-mavine	Target Funding/Support
Renewable Energy Generation	n/a	n/a	100,000		100,000	CES-CARES (80%), EDU (20%)
Hydrogen production	150,000					HIE (25%), EDU (25%) C2CI/PURE(50%)
Re-fueling Point.		5,000	5,000		10,000	cenex(50%)/CARES 50% or HIE (25%), EDU (25%)
Re-fueling Point H2	50,000					cenex (50%), HIE (25%), EDU (25%)
Re-fueling Points SIC Lerwick				30,000		cenex (50%), SIC Capital (50%)
Vehicle Electric		60,000	60,000			CCF(75%), Leader(25%)
Vehicle Electric (SIC Lerwick)				120,000		CCF(25%), Leader (25%), SIC Capital (50%)
Vehicle Petrol or Diesel Electric Hybrid					70,000	CCF(75%), Leader(25%)
Vehicle Hydrogen ICE	98000					CCF(35%), Leader (35%), HIE(15%), EDU(15%)
Vehicle FC Electric Hybrid						CCF, Leader
Monitoring & Evaluation Equipment		2,000	2,000	2,000	2,000	CES-CARES/cenex, cenex
Training	5,000	2,000	2,000	5,000	2,000	EDU (32.5%), HIE (32.5%), Leader(35%)
<b>TOTAL</b>	<b>£303,000</b>	<b>£69,000</b>	<b>£169,000</b>	<b>£157,000</b>	<b>£184,000</b>	<b>£882,000</b>

FUNDING SOURCE						
<b>CES/CARES</b>	0	3,500	83,500	0	86,000	<b>£173,000</b>
<b>EDU</b>	66,325	650	20,650		20,650	<b>£108,275</b>
<b>SIC Capital (Fleet)</b>				78,500		<b>£78,500</b>
<b>cenex</b>	25,000	3,500	3,500		6,000	<b>£38,000</b>
<b>HIE</b>	66,325	650	650		650	<b>£68,275</b>
<b>CCF</b>	34,300	45,000	45,000	39,250	52,500	<b>£216,050</b>
<b>Leader</b>	36,050	15,700	15,700	39,250	18,200	<b>£124,900</b>
<b>PURE/C2CI</b>	75,000					<b>£75,000</b>

<sup>1</sup> These figures are still at the development stage, but are able to provide an indication of the scope of the project and potential for external funding.

<b>TOTAL</b>	<b>£303,000</b>	<b>£69,000</b>	<b>£169,000</b>	<b>£157,000</b>	<b>£184,000</b>	<b>£882,000</b>
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An additional £10,000 is estimated to be required to cover the overall project management costs, as detailed above. This funding is covered as part of the costs for the delivery of the Shetland Renewable Energy Strategy.

## MANAGEMENT OF THE PROJECT

The project will be managed by ZetTrans in partnership with HIE, EDU, Charitable Trust and SIC.

A group will be set up including the following organisations for the monitoring and overall management of the project:

Service Manager, Transport Support and Planning	ZetTrans/SIC Transport
Maurice Henderson	SIC, Economic Development Unit
William Spence	SIC, Waste to Energy Plant
John Simpson	SIC, Energy Unit
Jon Molloy	SIC, Planning Service
Katrina Wiseman	HIE
Patrick Ross Smith	Community Energy Scotland

## APPENDIX A: SUB-PROJECTS

This Appendix provides detailed information on each of the six sub-projects. A summary of this information is provided in Table 1 of the Project Plan.

### Sub-Project A – Hydrogen Powered Vehicles in Unst

#### Project Lead

Katrina Wiseman and Maurice Henderson

#### Key Objectives

- A demonstration project in Unst with the aim of proving the everyday suitability of hydrogen for transportation purposes
- To promote the use of hydrogen vehicles in Shetland
- To assess how cost effective this method of sustainable transport is
- To ensure established fuelling stations are available as appropriate
- To build the capacity of the community to deliver and maintain this technology

#### Project Description

This project is designed to demonstrate the practical usage of hydrogen community vehicles in a remote area of Shetland, and to assess the potential for further application throughout the islands.

Developments of technologies of fuel cells and hydrogen stations are nearing commercialisation. For earlier implementation of these new technologies in Shetland, a demonstration project of hydrogen infrastructures that will not produce carbon dioxide and other toxic emission gases is necessary. This will be compared to demonstrations of other forms of sustainable transportation including electric, hybrid and dual fuel vehicles.

The project will include:

- A vehicle;
- A garage facility trained in maintenance;
- Energy generation/fuelling facilities;
- A host community organisation to monitor the outcomes.

A host community organisation (potentially Unst Partnership) will be the funding applicant, will monitor the outcomes of the project as part of the overall project evaluation. The organisation will also operate the minibus, and participate in the overall project team.

SIC as lead partner in all the demonstrations will apply to run a funding scheme that will be administered to the host organisation for the demonstration.

#### Identified Need

Transport has been identified as a priority area in the draft Shetland Renewable Energy Strategy.

The rationale for pursuing renewable energy as a route to future community sustainability is centred on the quality of our natural resource; the need diversify our economy; and our community's high dependence on, and vulnerability to, non-renewable fossil fuel.



Renewable energy offers us a rare opportunity to diversify and develop our economy and importantly because it is 'renewable' it offers our community a sustainable economic opportunity.

The development of renewable energy activity in Shetland will provide more than just the economic opportunities of new business activity and employment, and the associated spin-off benefits. Renewable energy development, if appropriately targeted, offers significant additional value because of its potential to reduce the threat to our community from rising oil and gas prices.

Renewable energy also offers the added benefit of reducing carbon emissions and contributing positively to climate change.

Unst has the development of PURE and already have a car powered by hydrogen that has been generated by renewable sources. This could be built on further to demonstrate its application within the community, and the skills and experience already exist in the island to make it work.

### **Economic Benefit, including Skills Development**

The main benefits will include:

- Creation of a part time job to run and monitor the project;
- Spin out benefits for PURE re technology;
- Increase community capacity through managing the project;
- Promotion of a priority sector in the island of Unst;
- Skills development in the maintenance and operation of a hydrogen powered vehicle.

### **Deliverability**

The project is deliverable if external funding can be sourced, and a host organisation will agree to run the project on behalf of the group.



## **Sub-Project B – Electric Powered Vehicle in Fair Isle**

### **Project Lead**

David Brackenbury, Robert Mitchell, Patrick Ross Smith

### **Key Objectives**

- A demonstration project in Fair Isle with the aim of proving the transport on the island
- To promote the use of electric vehicles in Shetland
- To assess how cost effective this method of sustainable transport is
- To ensure established fuelling stations are available as appropriate
- To build the capacity of the community to deliver and maintain this technology

### **Project Description**

Fair Isle has established renewable energy generation, this project will demonstrate how local transport needs can be addressed through the adoption of existing off grid generation for transport. This project is designed to demonstrate the practical usage of electric community vehicles in a remote island off the Shetland mainland, and to assess the potential for further application throughout the islands.

The charging point and vehicle storage point could be located at a point which in the future could also be used to house a battery and inverter system which will allow the island to have 24hour power.

The project will include:

- A small community minibus; 8 seater
- Charging point for vehicle
- Monitoring equipment to monitor the project
- Storage for vehicle and charging point

Community Powerdown will be the funding applicant working closely with FIEC and will monitor the outcomes of the project. The monitored outcomes will be used to evaluate the overall project. The organisation will also operate the small minibus, and participate in the overall project team.

SIC as lead partner in all the demonstrations will apply to run a funding scheme that will be administered to the host organisation for the demonstration.

### **Identified Need**

Transport has been identified as a priority area in the draft Shetland Renewable Energy Strategy.

The rationale for pursuing renewable energy as a route to future community sustainability is centred on the quality of our natural resource; the need to diversify our economy; and our community's high dependence on, and vulnerability to, non-renewable fossil fuel.

Renewable energy offers us a rare opportunity to diversify and develop our economy and importantly because it is 'renewable' it offers our community a sustainable economic opportunity.

The development of renewable energy activity in Shetland will provide more than just the economic opportunities of new business activity and employment, and the associated spin-off benefits. Renewable energy development, if appropriately

targeted, offers significant additional value because of its potential to reduce the threat to our community from rising oil and gas prices.

Renewable energy also offers the added benefit of reducing carbon emissions and contributing positively to climate change.

Fair Isle Electricity Company (FIEC) own and operate a wind-diesel system on Fair Isle. FIEC also have plans to develop the system further to allow 24hour power on the island. Part of this plan is to install battery storage and inverters.

### **Economic Benefit, including Skills Development**

The main benefits will include:

- Transport on the island to and from Airport and Cruise ships
- Creation of a part time job to run and monitor the project;
- Increase community capacity through managing the project;
- Skills development in the maintenance and operation of an electric powered vehicle.
- The electric vehicle could also act as an additional store of electricity as well as for transport.

### **Deliverability**

The project is deliverable provided that outside funding can be secured and a community group within Fair Isle are willing to take on the project.

## **Sub-Project C – Electric Powered Vehicle in Fetlar**

### **Project Lead**

Fetlar Developments Ltd/Robert Thomson and Patrick Ross Smith

### **Key Objectives**

- To demonstrate an electric vehicle powered by a small wind turbine;
- To promote the use of electric vehicles in a rural island environment;
- To assist in meeting Fetlar's environmental and carbon reduction targets
- To explore extended use of electric vehicles and the establishment of a network of power points in Fetlar.

### **Project Description**

This project is designed to introduce an electric vehicle into Fetlar, initially replacing the post van and the dial-a-ride/school transport with a single electric minibus. The project will also explore the further introduction of other electric vehicles such as small electric cars and farm/off road vehicles.

A single grid connected turbine would be installed in a strategic location with a single point for charging, located within a building which could double as a garage facility. The project would also investigate the development of a small network of charging points on the island. The capacity of the turbine would allow for the addition of a limited number of additional electric vehicles to be supplied by renewable energy.

Project-wide monitoring and evaluation would be put in place.

### **Identified Need**

Fetlar Development Plan, which was developed from community consultation, established a need for a low carbon transport solution as part of the islands move towards a more sustainable future. Following the withdrawal of the postbus two diesel powered vehicles (the postvan and "dial a ride" vehicle) are now duplicating a number of services which were originally provided by one.

The idea to use a single electric vehicle to replace these two vehicles was put forward and considered by the community as part of a consultation day as a sustainable option for transport and mail delivery on the island, particularly as there is no diesel supply on the island and the current vehicles have to travel to a nearby island to refuel.

This project will form part of an overall strategy to reduce the island's energy use and carbon emissions. Government and SIC policies all require significant percentage reductions in carbon emissions from transport provision to assist in meeting targets for the future.

### **Economic Benefit, including Skills Development**

The benefit to Fetlar of promoting the use of electric cars can provide a number of economic benefits:

- Potential for increased local transport provision;
- Opportunity to lever in external funding;
- Skills development;
- increase confidence in wider community, of electric vehicles, with possible spin-off industries locally;
- Income from operating of vehicle from Royal Mail, ZetTrans and School Transport; and

- Potential Green Tourism benefits, especially as part of wider project.

**Deliverability**

Very deliverable if external funding can be sourced and agreement on support can be reached with the vehicle supplier.

## **Sub-Project D – Electric Vehicles (Mains Powered) in Lerwick**

### **Project Lead**

John Simpson and Transport Strategy Officer

### **Key Objectives**

- To demonstrate an electric vehicle powered by mains electricity;
- To promote the use of electric vehicles in an urban environment;
- To promote the environmental objectives of the Council; and
- To establish a network of power points in Lerwick.

### **Project Description**

This project is designed to introduce some electric vehicles into the Council's fleet of vehicles. With an increasing pressure on the Council's resources, it is important that a proactive approach is taken to reducing the Council's fuel costs. Electric vehicles are potentially one way to achieve this.

There are a number of options for vehicles that could be replaced:

- the Council's mail delivery van (similar journey length each day; a lot of stopping and starting; relatively high mileage) – small van;
- Building Services works van, as an example – medium size van.

This project must not make vehicles redundant. So if they are still usable, they must be moved to elsewhere in the Council.

The Council would purchase these vehicles, bringing in any external funding available, and install a number of charging points in strategic locations. These charging points would be available for use by vehicles to be tested as part of rural demonstrations within a wider overall project.

Project-wide monitoring and evaluation would be put in place.

### **Identified Need**

The Council's commitment to Sustainable Development and Carbon Management Strategy (draft).

Possible reduction in Council revenue spend.

ZetTrans has received a number of enquiries from Lerwick-based offices as to whether it is exploring the use of electric vehicles within Lerwick. At the current time maintenance has to be undertaken in London on a six-month basis.

The possible office development at North Ness is limited in terms of car-parking space, and therefore this may be an opportunity to promote the use of electric pool cars at an office location.

### **Economic Benefit, including Skills Development**


The following are potential economic benefits to the Council and Lerwick of promoting the use of electric cars:

- reduced revenue spend
- opportunity to lever in external funding
- on the job skills development for the Fleet Management Unit and possibly the private sector;

- increase confidence in wider community, of electric vehicles, with possible spin-off industries locally;
- possible Green Tourism benefits.

**Deliverability**

Very deliverable if some external funding can be sourced, and the Council is committed to this project.



## **Sub-Project E – Hybrid Powered Vehicle in Northmavine**

### **Project Partnership**

The Northmavine Community Development Company will lead the project with co-operation from the Shetland Islands Council.

### **Key Objectives**

- A community scale project in Northmavine demonstrating the practical use of sustainable transport, including:
  - The suitability of hybrid vehicles for Shetlands climate, geography and service demands.
  - The capability of remote charging points to deliver 'fuel' from renewable sources as required by service vehicles.
- Demonstrating how the reduced operating costs can be transferred to increased services, and how these in turn divert passenger-miles from cars.

### **Project Design**

This project is designed to be a practical demonstration of how a sustainable transport system can be delivered on a community wide scale.

Key features of the trial include:

- A scalable approach starting from one vehicle and one charge point to operate on an operating route.
- As the project progresses more vehicles and charging points will be added in a synergetic way to achieve a comprehensive sustainable infrastructure.

### **Phase One – Sullom (and surrounding area) Feeder Service**

At the moment the Sullom area suffers from the worst scheduled transport service in Northmavine, although the Hillswick service runs past the end of the roads connecting Gunnister, Ennisfirth, Nibon, Mangaster and Sullom.

Currently there is no scheduled service following this route.

A renewable fuel vehicle would be charged at the Sullom Hall and feed people in and out of the side roads to the Hillswick service bus.

The existing turbine at the Sullom Hall could be replaced by a larger one, if necessary and fitted with the necessary battery storage to make it suitable for vehicle charging.

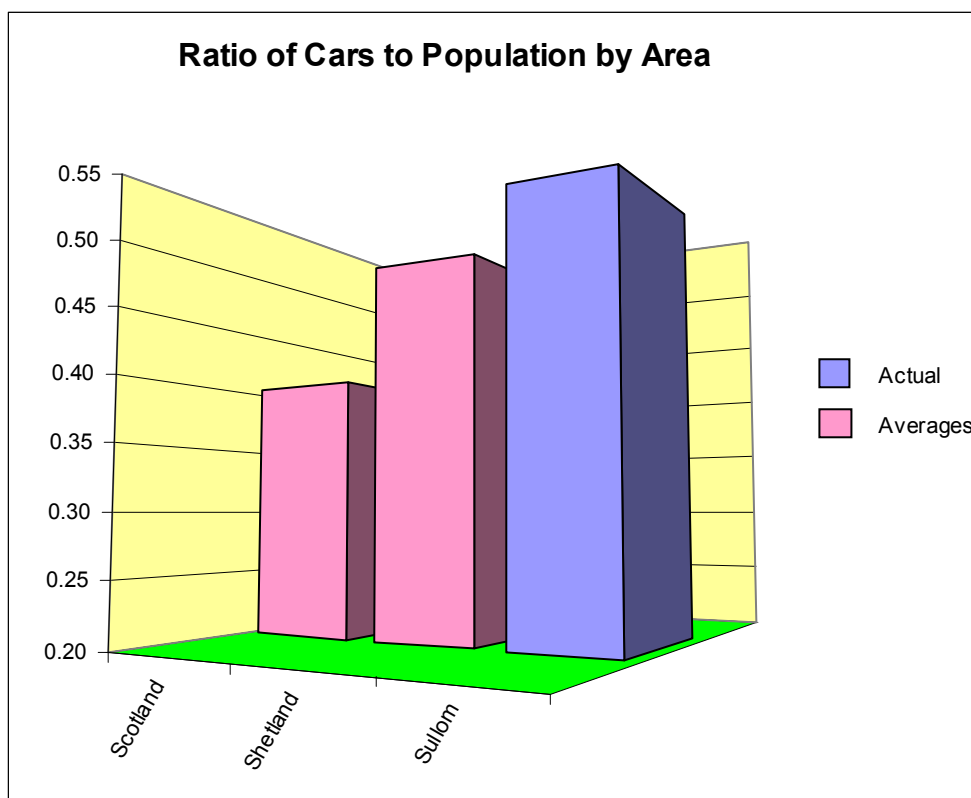
When not in use for this purpose the vehicle will be used for other community uses such as shopper trips to the Ollaberry and Hillswick shops and post offices.

### **Identified Need**

The Sullom area has population of approximately 119 people and 65 cars. Approximately 69% of the working population work outside Northmavine and therefore travel south along the Hillswick bus route at least as far as Brae.

If successful an efficient bus service would encourage more of these people to use public transport.





**Figure 1: Car Usage in Sullom compared to Shetland and Scotland averages. Source 2001 Census**



## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Head of Transport  
Infrastructure Services Department**

### **INTEGRATED TICKETING ACROSS SHETLAND'S TRANSPORT NETWORK**

#### **1 Introduction**

- 1.1 This report is provided to inform Members of progress being made to provide Shetland with one card to access all transport services in Shetland.

#### **2 Link with Corporate Priorities**

- 2.1 This project delivers on the following Corporate Priority:  
Continue to progress the Shetland Transport Strategy Action Plan.

#### **3 Background**

- 3.1 The vision is to provide one card for Shetland which can enable people to access a variety of services, such as Library, Leisure facilities and Cashless Catering, as well as transport services.
- 3.2 Shetland's Smart Card is being developed in collaboration with a number of key services in Shetland. The project is being led by the Council's ICT Unit. Access to Shetland's Transport Service is a key part of this Smart Card.
- 3.3 In terms of transport developments in this area: Shetland was the first Local Authority area in Scotland to introduce the National Entitlement Card (NEC) Scheme for Concessionary Bus Travel - this is for young people (16-18 years), and older people (60+ years). As part of this introduction, a 'top-up' card scheme was introduced for five of the larger operators, whereby passengers are able to charge up their card using cash for future reduced bus travel. The system has received positive feedback from both operators and users.
- 3.4 However, at this time users can still require a number of different cards to travel. This minimises the positive impact and ease that the cards can provide:

- In terms of the top-up card, users require different cards for different routes, and can require two cards for the same route, if run by two operators.
  - A number of the smaller operators are not yet able to use either scheme, due to the size of vehicles.
  - Those aged 16-18 currently require a card, in addition to their Young Scot National Entitlement Card, in order to access the 33% discount on travel.
  - 12 to 18 years should be able to use their Young Scot cards as travel smart cards, to hold credit for travel.
- 3.5 In addition, the ferry network uses a different ticketing system, based on barcodes, which is currently not able to integrate with the bus ticketing system. Businesses are able to be account holders, whilst all other transactions are cash payment.

## **4 Progress to Date and Future Work**

- 4.1 A project is underway between ZetTrans, the SIC Transport Service and Transport Scotland in order to move towards more seamless ticketing. The aim of this project is to improve the integration of transport ticketing in Shetland and usability for the user. This will make public transport in Shetland more accessible, both for Shetlanders and visitors to Shetland.
- 4.2 The legal protocols, systems and technology involved are complex and this project is ground-breaking in terms of integrated ticketing. Transport Scotland are terming it a 'proof of concept' project, and are assisting the work in Shetland to use it as a test-bed for future work and activity across Scotland.
- 4.3 There are a number of key areas of work to achieve the vision and aim (nested within the ICT Smart Card Project):
- A) Young Person's Scheme (Buses): To enable young people in Shetland to use one card to access concessionary travel on the bus network in Shetland.
  - B) Top Up Card Scheme (Buses) and Roll-out of Schemes to Smaller Bus Operators: To produce a single Shetland commercial bus card, for any and every bus operator in Shetland.
  - C) Ferries/Bus Integration Scheme: To enable the ferries ticketing system and the bus ticketing system to be one system (combining the contact-less card system of the bus system, with the robustness of the ferry system).
  - D) External Ferry Integration: To remove the need for ferry vouchers to be issued to those entitled to concessionary travel on external ferry travel from Shetland.
- 4.4 These projects require technical and software improvements to the back-office systems, which are reliant on the technical consultants working on behalf of Transport Scotland and the National Entitlement Card Project Board. The commitment to achieve these changes is high, with a keen interest nationally on what is being developed in Shetland. Timescales are dependent on those involved working through the

required protocols and advancing the technology. It is anticipated that much of this can be achieved in the next three months.

- 4.5 In terms of integration between inter-island ferries and buses, in the short-term it is anticipated that lessons will be learned from the introduction of monthly passes onto the Bressay route. The intention is that the National Entitlement Card will be used as a pass, including user ID, and a barcode that can be read by the ferry ticket machines. These cards will also be able to be used as bus top-up cards. The implementation of the Bressay monthly passes is mid-October 2009.
- 4.6 In the longer term it is hoped that funding can be found in order to fund the development of a ferry ticket machine with the robustness of the current machines, capable of reading cards, as per the current bus machines. The ferry ticketing system is due for evaluation and upgrade in 2011, and this may be an opportunity.

## **5 Financial Implications**

- 5.1 There are no financial implications arising from this report.

## **6 Policy & Delegated Authority**

- 6.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit, Section 12.0 of the Council's Scheme of Delegations, and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

## **7 Recommendation**

- 7.1 I recommend that the Members note the content of this report.

Report Number: TR-31-09-F





## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Environmental Liaison Officer  
Planning  
Infrastructure Services Department**

### **MINUTES OF THE KIMO CO-ORDINATION GROUP**

#### **1 Introduction**

1.1 As Shetland Islands Council is a founder member of KIMO (Local Authorities international Environmental Organisation), in accordance with its constitution, the Council is allowed to appoint four substantive Members to the organisation. In addition to this three substitutes have also been appointed. As only two Members regularly attend meetings, in June 2003, it was decided to establish a member officer working group to update the other appointed Members of current activities.

#### **2 Links to Council Priorities**

- 2.1 The Council Corporate Plan identifies the protecting our natural resources, developing suitable transport, managing waste effectively and reducing its impact on the environment and enhancing Shetlands biodiversity as key priorities.
- 2.2 KIMO is actively campaigning on these issues in relation to the marine environment, on behalf of its Members, including the Shetland Islands Council.

#### **3 Proposal**

- 3.1 At the meeting of the KIMO Co-ordination Group on the 22 June 2007 it was decided to forward the minutes to the Infrastructure Committee to inform Members of the work of the Organisation. Therefore the latest minutes are attached.

#### **4 Financial Implications**

- 4.1 There are no financial implications.

## **5 Policy and Delegated Authority**

- 5.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit, "Section 12.0 of the Council's Scheme of Delegations" and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

## **6 Recommendations**

- 6.1 Members are asked to note the minutes of the group.

Report Number: PL-36-09-F



**Meeting of the KIMO Co- ordination Group  
Friday 10<sup>th</sup> April 2009 – Conference Room - Grantfield**

**Final Minutes**

**Present:**

Mr John Mouat (Chairman) Mr John Young, Ms Marie Robertson, Councillor Jim Henry, Councillor Josie Simpson, Gordon Greenhill.

**Apologies:**

Mr Austin Taylor, Mr Iain McDiarmid, Ms Sally Spence, Councillor Rick Nickerson, Councillor Laura Baisely, Councillor Jonathan Wills, Mr Mick Clifton.



	Action
<p><b>1. Welcome &amp; Apologies</b></p> <p>Mr Mouat welcomed everyone to the meeting and the apologies were noted.</p> <p><b>2. Consider &amp; approve draft minutes of 23<sup>rd</sup> January 2009</b></p> <p>The minutes from the previous meeting were approved.</p> <p><b>Matters Arising.</b></p> <p>Councillor Jim Henry queried whether there was going to be an opportunity for the North Atlantic Fisheries College to become involved in the proposed Microplastics Project. Mr John Mouat responded by clarifying that it was necessary to use Plymouth University chemical laboratories, as the College did not have the facilities but that as he was on the Co-ordination Team he would look into the possibility of this. Councillor Iris Hawkins wanted to know what could be done regarding micro-plastics. Mr Mouat commented that the aim of the project was to collect evidence to ascertain whether micro-plastics were having an effect on the environment to present to the Government. If micro-plastics are having an effect then this project will add leverage for the need to implement stricter measures.</p> <p><b>3. Review of KIMO activities.</b></p> <p><b>Microplastics</b></p> <p>Mr John Mouat informed the group that the application for NERC Funding has to be submitted by the end of June 2009 and a response should be back by October. If successful the project will start in 2010.</p> <p><b>KIMO Baltic</b></p> <p>The EU funding application was submitted for the 31<sup>st</sup> of March. This was submitted together with the Keep Sweden Tidy Foundation. It has been established that the Baltic project cannot put in contributed working time however co-financing has been granted from the Swedish Government.</p> <p>Mr Mouat went onto say that he had attended an OSPAR Biodiversity Committee meeting in Stockholm in February and together with the Dutch Government had written the chapter on Marine Litter for the Quality Status Report due to be published in 2010. At the last meeting it had been a battle to keep in the text on marine litter but they had been successful with support from Germany.</p>	

	Action
<p>The application for membership to HELCOM as observer has been accepted and they have written a letter supporting the EU funding application for FFL Baltic.</p> <p>KIMO Sweden and KIMO Baltic had agreed a proposal to split the Swedish membership proposing that new Swedish members in the Baltic would join the Baltic forum, whilst existing members in the North Sea remain with KIMO Sweden. The proposal will be discussed at the International Board however it had been approved by both organisations.</p> <p><b>KIMO UK</b></p> <p>Mr Tom Piper is organising a KIMO UK Conference to be held in Aberdeen on the 5<sup>th</sup> of June concerning lost containers and the Napoli incident. Speakers will include Mr Toby Stone, MCA and Richard Horn from Devon County Council and a P&amp;I Club(Insurance Company). Mr John Mouat will give a presentation on what KIMO is doing on these issues and the UK meeting will follow. It is hoped that this will help increase UK membership and raise the profile of KIMO. Interest has been received from Cornwall and Northumberland with a view to joining KIMO.</p> <p>In addition to the conference Mr Piper together with Sarah Henshall, of Fishing for Litter Southwest will be giving a presentation at the Devon Marine Litter Conference. Again, it is hoped that this will boost membership. If more members are forthcoming then it could be possible to set up area forums in Wales and England.</p> <p>Councillor Iris Hawkins queried whether Mr Piper was managing to get around members and Mr Mouat intimated that this was scheduled for later on in the year.</p> <p>Councillor Rick Nickerson as coordinator for OSPAR ICG, will attend a meeting in Vigo, Spain in May. At present the group are working on the statistical analysis of the beach litter monitoring data for the final report.</p> <p>Mr John Young, KIMO Graduate Student presented the changes to the KIMO Website. Mr Young explained that the new design had simplified the website, creating greater cohesion of details. Included in the new website are web links, casual and dedicated browsers and a 'You Tube' account for video/news footage. The new website will be presented to the KIMO Board in May for final approval. Mr Mouat commented that the KIMO site received approximately 30,000 hits annually.</p> <p>Mr John Young went onto outline the work that had been</p>	

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<p>carried out on the second part of his project regarding new brochures. The new brochures aim to connect with the information on the website and also contained within the KIMO newsletters. The draft brochures will again be put to the KIMO Board in May and are intended for use at local/UK and International level.</p> <p><b>Update of Fishing For Litter</b></p> <p><b>Fishing for Litter Scotland</b></p> <p>Mr Mouat informed the group that the anticipated Troon launch will be postponed until later on when boats are there. Mr Tom Piper is at present visiting existing harbours/boats to see if they are still participating in the scheme.</p> <p>The problems with Stornoway, regarding recording of waste is in the process of being resolved and a place has been booked at the Fishing Exhibition in Glasgow, in May. As the third day of the Exhibition falls on the same day as the KIMO Board Meeting, Mr Rick Nickerson is going to cover this date.</p> <p><b>Fishing for Litter Southwest</b></p> <p>Mr John Mouat and Mr Tom Piper attended the official launch that was held in March and as a result FFL Southwest were also invited to participate in a television interview. Unfortunately a MCS Beach Report ran at the same time which reduced the exposure of KIMO but it is hoped that more detailed interviews can be obtained for the website. Newlyn is now participating in the project and fishing vessels have been signed up. Sarah Henshall is working on participation of the project from Plymouth, Brixham and Looe.</p> <p>The project is receiving excellent publicity with the result that double funding for the project has had to be turned down. Cornwall County Council has agreed to cover waste costs. At present there are 120 vessels signed up to the FFL Scotland project and 10 at Newlyn.</p> <p>There will be another management meeting before summer and eventually the project will be handed over to Mr Tom Piper.</p> <p>Councillor Hawkins expressed concern at Mr Piper being isolated in Aberdeen. Mr Mouat commented that it was hoped that a new communications system would help alleviate this situation. Once the licensing cost is confirmed for Cisco WebEx it is hoped that a trial can be set up. The</p>	

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<p>costs of the package would be offset by a reduction in travel costs. Also being implemented for KIMO is the SAGE accounting package, which will help reduce spreadsheet workload.</p> <p><b>6. <u>Future Consultations:</u></b></p> <p>Marine Strategy Directive.</p> <p><b>7. <u>Attendance at Future Meetings:</u></b></p> <p>President Albert de Hoop –Shetland Visit - 24/25<sup>th</sup> April.  ICG – Vigo, Spain – 11/12<sup>th</sup> May  Brussels – 15<sup>th</sup> May</p> <p>KIMO International Board – 16<sup>th</sup>/17<sup>th</sup> May.Cllr Hawkins and Cllr Henry are unable to attend.</p> <p>Rome – EU Maritime Day – 20<sup>th</sup> May.  ICG Bergen – May.  KIMO UK Conference – 5<sup>th</sup> June</p> <p>Waddensea – 16<sup>th</sup> June  OSPAR Commission meeting – 26<sup>th</sup>/27<sup>th</sup> June.  AGM – Den Hauge - Oct 8,9,10<sup>th</sup> October.</p> <p><b>8. AOCB</b></p> <p>Cllr Iris Hawkins queried what was happening with the Marine Bill and the Maritime Strategy. Mr John Mouat confirmed that Mr Tom Piper was following the Marine Bill and that the Maritime Strategy would be discussed in Rome.</p> <p><b>9 Date and Time of Next Meeting.</b></p> <p>To be confirmed – provisionally 19<sup>th</sup> of June.</p> <p>Future meetings dates will be 4<sup>th</sup> September and 27<sup>th</sup> November 2009. Meetings to start at 11.00 am in Grantfield Conference room.</p>	





## **REPORT**

**To: Infrastructure Committee**

**1 September 2009**

**From: Environmental Liaison Officer  
Planning  
Infrastructure Services Department**

### **MINUTES OF THE SIC NUCLEAR POLICY CO-ORDINATION GROUP**

#### **1 Introduction**

1.1 Shetland Islands Council has a long history of involvement in monitoring the nuclear industry as demonstrated by its membership of Nuclear Free Local Authorities and its strong nuclear policy as set out in its statement of principles (Minute Ref 29/04). In representing the Council, Members attend several different stakeholder groups on nuclear and radioactive waste management issues. In order to co-ordinate these efforts it was decided to establish an officer member working group to co-ordinate SIC Nuclear Policy in August 2002.

#### **2 Links to Council Priorities**

2.1 The Council Corporate Plan identifies the protecting our natural resources, improving health, managing waste effectively and reducing its impact on the environment as key priorities.

#### **3 Proposal**

3.1 At the meeting of the SIC Nuclear Policy Co-ordination Group on the 22 June 2007 it was decided to forward the minutes to the Infrastructure Committee to inform other members of the work of the Group. Therefore the most recent minutes are attached.

#### **4 Financial Implications**

4.1 There are no financial implications.

## **5 Policy and Delegated Authority**

- 5.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit, "Section 12.0 of the Council's Scheme of Delegations" and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

## **6 Recommendations**

- 6.1 Members are asked to note the minutes of the group.

Report Number: PL-35-09-F



**Final Minutes Meeting of Nuclear Policy Co-ordination Group –  
Thursday 16<sup>th</sup> April 2009 – Lystina House.**

**Present:**

Mr John Mouat (Chairman), Mr Chris Bunyan, Cllr Rick Nickerson,  
Cllr Laura Baisley, Cllr Jim Henry, Cllr Iris Hawkins, Mr Gordon Greenhill,  
Ms Marie Robertson

**Apologies:**

Austin Taylor, Iain McDiarmid, Cllr Jonathan Wills



	Action
<p><b>Item 1 – Welcome &amp; Apologies</b></p> <p>Mr Mouat welcomed everyone to the meeting and the apologies were noted.</p> <p><b>Item 2 – Consider and approve draft minutes from previous meeting – Friday 23<sup>rd</sup> January 2009. The minutes were approved.</b></p> <p><b>(i) Matters Arising:</b></p> <p>Cllr Iris Hawkins queried whether a quorum was required for the meetings due to small number attending the last meeting. Mr John Mouat confirmed that no quorum was required, as the group had no decision-making powers.</p> <p>The group discussed setting dates for the year ahead as per the KIMO Coordination Group and settled on the 4<sup>th</sup> of September 2009 and the 27<sup>th</sup> of November 2009. A date for June has yet to be confirmed.</p> <p>The use of Basecamp as a means of communication between meetings was discussed and Mr John Mouat agreed to do a presentation at the next Nuclear Policy Co-ordination meeting. Mr Mouat stressed Basecamp would be used for this groups' information only.</p> <p>Mr John Mouat up-dated-the group on the change of name for SCORS to Scottish Councils Committee on radioactive Substances (SCCORS) and Cllr Jim Henry queried how many meetings they would be expected to attend. Mr Mouat to chase this up with George Regan.</p> <p><b>Item 3 – Reports (Verbal)</b></p> <p><b>(a) Nuclear Free Local Authorities (NFLA)</b></p> <p>Mr John Mouat informed the group that he had missed the administrative meeting of the NFLA, held on 5<sup>th</sup> February 2009 as flights were disrupted by bad weather. Cllr Nickerson had not attended these meetings and he informed the group that no one from the Nuclear Policy Co-ordination Group had attended the All Ireland Forum meeting held at Dundalk, 13<sup>th</sup> March 2009. Mr Mouat commented that the NFLA were focusing on promoting renewable energy as the way forward. A discussion ensued regarding relevant Scottish Government and Shetland Island Council policies/economics concerning renewable energy and newbuilds. The group also discussed whether Tavish Scott and Alastair Carmichael should be invited to the next meeting and Cllr Nickerson suggested asking Tavish Scott to up the rhetoric concerning nuclear policy.</p>	<p><b>Marie Robertson</b></p> <p><b>John Mouat</b></p> <p><b>John Mouat - Done</b></p>

	<i>Action</i>
<p>Mr Mouat mentioned that Sean Morris is keen to bring in more officers to meetings eg, Emergency Planners and Mr Gordon Greenhill queried whether it would be useful to have an Emergency Planner attend the Nuclear Policy Co-ordination Group. Mr Chris Bunyan suggested writing to Tavish Scott to reiterate their policies.</p>	<b>Chris Bunyan</b>
<p><b>(b) Dounreay Stakeholders Group (DSG)</b></p> <p>Cllr Rick Nickerson informed the group that there had been three meetings on the 25<sup>th</sup> of March, in Thurso, which included the DSG AGM and a meeting of the Environment Sub Group. Cllr Nickerson concluded that the main issues highlighted friction between the Nuclear Installations Inspectorate and the Scottish Government regarding low-level waste and the licensing of sites. Cllr Hawkins queried whether this was something the Nuclear Policy group should be lobbying on. Mr Mouat suggested finding out more regarding the differences and lobbying if necessary. Mr Chris Bunyan agreed to send a letter requesting further details.</p> <p>Discussion continued with regard to the forthcoming visit of the DRSL to Shetland and covered various items within the brief submitted by Mr Chris Bunyan. Mr Bunyan pointed out that perhaps this was not the best time for the DRSL to be visiting as policies were mainly in agreement with what was happening at the moment. Items discussed included costs, decommissioning target dates, public consultations, terrorist risks and the transportation/storage of hazardous waste. Mr Bunyan agreed to up-date the briefing and prepare questions for the DSRL meeting to be held on the 23<sup>rd</sup> of April 2009.</p>	<b>Chris Bunyan</b>
<p><b>(c) KIMO</b></p> <p>Nothing to report. KIMO at present are waiting for the Discharge Strategy from the UK Government. Mr Gordon Greenhill commented that the new KIMO website was superb and Mr Mouat added that once final approval from the KIMO Board had been received, the site would go live and circulated to KIMO Councillors first.</p>	<b>Chris Bunyan - Done</b>
<p><b>(d) Northern European Nuclear Information Group (NENIG)</b></p> <p>Mr Bunyan informed the group that the Government had released a list of eleven sites in England and Wales, which could be used for nuclear new builds. These sites were essentially in and around existing sites but a couple of counties were looking to move up to 40 miles. Mr Bunyan went onto distribute maps, which outlined scenarios of accidents and discussed the resultant effects changes in weather could produce. In addition Mr Bunyan reiterated that despite issues raised concerning waste being sent to England nothing had changed. Although policies had changed, practices are occurring that are not in accordance with the</p>	<b>Chris Bunyan</b>

	<i>Action</i>
<p>policies that are there. Whilst intermediate waste is being discussed by the Government working group SCORS, Mr Bunyan felt it would be beneficial for more NGO's to be involved and meet with wider group of stakeholders.</p> <p><b>(e) Community Waste Management European Concerted Action (COWAM)</b></p> <p>Mr John Mouat did not attend the last meeting in Manchester on the 12<sup>th</sup> of March 2009 and was still awaiting papers. Ms Rebecca Wood to be contacted for update.</p> <p><b>(f) Committee on Radioactive Waste Management (CoRWM)</b></p> <p>CoRWM have recently brought out a report recommending more strategic coordination and interim storage for up to 100 years, this had previously been 50 years.</p> <p><b>(g) Nuclear Decommissioning Authority (NDA)</b></p> <p>Mr Chris Bunyan informed the group that a letter had been sent regarding the budget, which had indicated a very small reduction in spending.</p> <p><b>(h) Scottish Committee on Radioactive Substances (Scores)</b></p> <p>Mr Chris Bunyan agreed to send Cllr Laura Baisely details regarding SCORS and change of name.</p> <p><b>Item 4 – Meeting with DRSL</b></p> <p>See Agenda Item 3: (b)</p> <p><b>Item 5 – SIC Website</b></p> <p>As there is no mention on the website regarding nuclear issues Mr Chris Bunyan agreed to draft something for the Heritage Section. Cllr Iris Hawkins requested details of costs regarding Nuclear Policy and Mr John Mouat agreed to follow this up.</p> <p><b>Item 6 - Attendance at Future Meetings</b></p> <p>DRSL meeting – Shetland - 23<sup>rd</sup> April 2009.</p> <p>DSG Stakeholders – 24<sup>th</sup> June 2009.</p> <p>NFLA – National Steering Committee – 12<sup>th</sup> June 2009.</p>	<p><b>John Mouat - Done</b></p> <p><b>Chris Bunyan</b></p> <p><b>Chris Bunyan/John Mouat</b></p>

	<i>Action</i>
<p>NDA Stakeholder Meeting 17<sup>th</sup>/18<sup>th</sup> June 2009.</p> <p>NFLA Scotland – Shetland – 19<sup>th</sup> June 2009.</p> <p><b>Item 7 – Future Consultations</b></p> <p>Low level waste – SEPA</p> <p>Department of Energy and Climate Change – Public Meeting - 21<sup>st</sup> May 2009</p> <p><b>Item 8 – AOCB</b></p> <p>Cllr Laura Baisley queried whether monitoring was still ongoing following the Chernobyl incident. Mr Chris Bunyan confirmed that this was the case and agreed to send copy of results to Cllr Baisley.</p> <p><b>Item 9 - Date and time of Next meeting</b></p> <p>To be confirmed.</p>	<p><b>Chris Bunyan</b></p>