



REPORT

To: Infrastructure Committee

1 February 2011

**From: Environmental Management Officer
Environment and Building Services
Infrastructure Services Department**

EARTH HOUR 2011: SHETLAND ISLANDS COUNCIL PARTICIPATION

1 Introduction

- 1.1 The purpose of this report is to ask members to give permission for Shetland Islands Council to participate in the above international environmental event aimed at raising awareness of climate change and carbon reduction priorities.

2 Link to Corporate Priorities and Risk

- 2.1 This links to the Council priority to work towards the “Sustainable use of resources” by helping us manage our waste, limit its impact on the environment and to encourage waste minimisation.
- 2.2 As only non essential energy use is included there is little risk to participants or the public and each switch off will be risk assessed before inclusion.

3 Background

- 3.1 Earth Hour is a global environmental movement encouraging individuals, businesses and governments around the world to take positive action for the environment by switching off excess lights for one hour between 8.30pm and 9.30pm on Saturday 26 March 2011.
- 3.2 The movement began in Sydney in 2007 and by 2010 was supported by 128 countries world wide. In 2010 the Scottish Government and 29 of the 32 Scottish local authorities took part – only the three island authorities did not.
- 3.3 The concept is to support governments, businesses and individuals to demonstrate their support for climate change measures and awareness raising by switching off non essential lights for one designated hour.
- 3.4 By participating in the event it is hoped that this will raise awareness and help bring about a behavioural change which will encourage staff

to switch off non essential items when they are not needed not just in the work place but also at home. Appendix A provides further background and highlights the role of local authorities participating in the event.

4 Proposal

- 4.1 It is proposed that Shetland Islands Council register its support for the event and develop a campaign to promote the event and its objectives as part of its carbon reduction commitment.

5 Financial Implications

- 5.1 There are no financial implications from this report as any costs will be met from within existing budgets.

6 Policy and Delegated Authority

- 6.1 The Infrastructure Services Committee has full delegated authority to act on all matters within its remit.

7 Conclusion

- 7.1 Shetland Islands Council is committed to reducing its impacts on the environment, reducing its carbon footprint and to raising awareness of climate change.
- 7.2 This internationally supported programme is the fastest growing movement to support these aims internationally. By supporting the event Shetland Islands Council will be joining the Scottish Government and 29 of our 32 Scottish local authorities in demonstrating its commitment as outlined above.

8 Recommendation

- 8.1 I recommend that the Infrastructure Committee agree that the Council should register and promote the event.

ES-02-11-F



WWF'S EARTH HOUR 2011

a toolkit for local authorities

8.30pm, 26 March 2011

wwfscotland.org.uk/earthhour

EARTH HOUR

Switch off and support
WWF's Earth Hour



A woman with long brown hair, wearing a black long-sleeved shirt and black pants, is smiling and hugging a large, white and black plush panda mascot. She is holding a black and white umbrella with the WWF logo on it. They are standing on a rooftop with a modern building in the background under a clear blue sky.

CONNECTING THE WORLD TO TACKLE CLIMATE CHANGE

WWF's Earth Hour is the world's largest display of hope for a bright future. From London to Sydney, New York and Singapore, people all across the world will be switching off to show they care about tackling climate change and protecting the natural world.

LIGHTS OUT! ON SATURDAY 26 MARCH AT 8.30PM FOR ONE HOUR

WWF's Earth Hour began in Sydney in 2007, when 2 million people switched off their lights. Since then it has spread across the world and by 2010 hundreds of millions of people in 4000 cities across 128 countries had participated, with some of the world's best known landmarks, including the Eiffel Tower, the Empire State Building and the Great Pyramids, switching off.

But there's more to Earth Hour than switching off the lights for an hour. It's all about giving people a chance to show their hope for a future where people and nature will thrive. It's also a reminder to world leaders that they have a responsibility to act on climate change.

WWF's Earth Hour needs you!

We want 2011 to be the biggest Earth Hour ever - so please join our global display of hope for a world with a bright future by turning off your lights on 26 March between 8.30pm and 9.30pm.

Register to take part at wwfscotland.org.uk/earthhour and you'll be an important part of WWF's global event.

We'd like to work with your local authority to help you make Earth Hour 2011 a huge success in your area. Please contact us to find out more.

4000

cities across
128 countries
participated
in 2010

Contact:

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Or:

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Dunkeld
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PH8 0AD
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LOCAL AUTHORITIES: WHY YOU SHOULD GET INVOLVED

In 2010, 29 Scottish local authorities signed up and took part in WWF's Earth Hour, switching off iconic landmarks, engaging the public and generating huge media interest. From ski-ing pandas to candlelit events, the diversity and number of Scottish local authorities initiatives played a major role in the success of the event and on the delivery of local authority climate commitments.

Local authorities have a vital leadership role to play in reducing carbon emissions and engaging with local communities. Turning off the lights for an hour won't solve climate change, but it will highlight your authority's commitment to take a lead and to be part of an international movement that demonstrates to national leaders that the world wants them to take action.

With ever-tougher budget constraints, WWF's Earth Hour offers opportunities to meet commitments made by your authority by signing the Scottish Climate Change Declaration and by being responsible for reducing emissions under the Scottish Climate Change Act.

- WWF's Earth Hour is an ideal opportunity to show how your climate change targets matter at the local level, and how they feed into national and international efforts to reduce carbon emissions.
- WWF's Earth Hour can be the highlight of your own campaign to raise awareness to local people about what you are doing to reduce emissions.
- WWF's Earth Hour builds on valuable work done as part of WWF Scotland and the Sustainable Scotland Network's Local Footprint Project.
- WWF's Earth Hour is an opportunity to work with partners to show how you are leading on cutting emissions and highlighting what other organisations and businesses can do.
- WWF's Earth Hour is a highly visual event. The higher the number of buildings that switch off their lights, the bigger the impact. Film and images of activities in your area on the night can demonstrate that your authority is being a leader on tackling climate change. WWF will be tracking the success of local authorities on its online interactive map that shows the percentage of the population signed up in each area.
- WWF's Earth Hour is highly media-friendly. In 2010 the event generated hundreds of media hits in Scotland at national and local level - so an event or photo-shoot in your local authority area can be used to raise awareness in the press about your commitment to climate change. WWF Scotland can provide template press releases to help you.



WHAT CAN LOCAL AUTHORITIES DO FOR EARTH HOUR 2011?



**Turn off the lights
at your town hall, civic
centre and other
landmarks**



SIGN UP

- Sign up your council to Earth Hour - just visit wwfscotland.org.uk/earthhour and follow the link to sign up.
- Promote WWF's Earth Hour to staff through e-mails and intranet, encouraging them to sign up as individuals and take part in the event on a personal basis.
- Make use of your website and newsletters to encourage members of the public to sign up, demonstrating the support for action on climate change in your area.
- Work with your Community Planning Partnership to endorse Earth Hour and get each partner to sign up.

SWITCH OFF

- Turn off the lights at your town hall, civic centre and other landmarks in your control for one hour on 26 March 2011 at 8.30pm.
- Organise your own Earth Hour event such as a public countdown to the big switch off. Let us know your plans so we can publicise them on our website.
- Talk to local businesses and organisations to get the lights switched off on iconic or important buildings or structures in your local area. They might also be willing to promote the event to their staff and some, such as pubs, restaurants or hotels, might be interested in organising their own event.

ENGAGE

- Encourage local residents, schools and community groups to get involved – you may be able to build on existing links and make WWF's Earth Hour part of your ongoing work on climate change. As WWF's Earth Hour gets closer, we'll be highlighting what councils are doing to involve local people.
- Promote your involvement in the event to partners and other organisations with whom you have links, suppliers and other networks, and encourage them to take part.

INFORM

- Use WWF's Earth Hour as a chance to raise awareness across council departments of your action on reducing emissions. This could support any work you are doing with staff within the workplace as part of a wider, longer-term strategy to reduce carbon emissions from the authority's own buildings and estate.
- Get in touch with local media to tell them about your involvement in WWF's Earth Hour. Many local radio stations may already be supporting the event and WWF can provide support. You can use this opportunity to showcase some of the other work the council is doing in relation to climate change. Local press might also be interested in a photo shoot involving senior council staff or dignitaries.

EARTH HOUR – FROM GLOBAL TO LOCAL

“WWF’s Earth Hour 2010 was truly a record breaker with 128 countries and territories across all seven continents taking part. In Scotland 29 local authorities, hundreds of schools, businesses and other organisations, along with thousands of individuals turned their lights off – we’d like to thank everyone who took part for supporting WWF’s Earth Hour and helping make it such a massive success.”

WWF Scotland’s Director, Dr Richard Dixon

Ideas and inspiration from WWF’s Earth Hour 2010:



Stirling’s “night out with the lights out”

Going Carbon Neutral Stirling and Stirling Council co-ordinated and encouraged ‘lights out’ events across Stirling for Earth Hour to engage the community and to show that carbon reduction can also be social and fun. Astronomy, film and library groups all took part alongside many restaurants and bars. At the same time iconic buildings such as Stirling Old Bridge and the Steeple went dark.



South Lanarkshire

In addition to switching the lights off on 15 key landmarks around the local authority area, including Council HQ and Strathaven Castle, South Lanarkshire Council marked Earth Hour itself with an event linking its work on Local Footprints with the International Children’s Games, promoting its own action on tackling climate change.



Fife Council

Fife Council flicked the switch on its four key office buildings as well as carrying out a major promotional campaign to encourage members of the public to sign up too. This involved producing and distributing posters throughout the region, working within schools and promoting through the local press.



Midlothian Council

Midlothian was the first council to encourage and successfully gain the participation of the other members of its Community Planning Partnership, widening the reach of Earth Hour in the area. Not only that but they also had candlelit skiing taking place at Hillend Ski Centre during the hour itself!



East Lothian Council

As well as switching off around 60 council buildings on the night, East Lothian Council’s biggest success was coming top of WWF’s County Sign-up challenge - a league table showing participation by people living in all of the UK’s local authorities. Pipping other local authorities such as Greater London, Berkshire and Surrey, this was a massive achievement and gained a great deal of local publicity.

SUPPORT AND RESOURCES

For up to date information and access to resources, visit wwfscotland.org.uk/earthhour

On these pages you should find:

- Earth Hour videos
- Online sign-up pages to use and promote
- A template press release for use in your media work
- Promotional posters and materials to download and print
- Web banners and graphics for your own website and materials
- Toolkits for schools, community groups, businesses and individuals
- Updates of who has signed up and what is happening for Earth Hour 2011 around Scotland

There will also be WWF Earth Hour communities on all of the main social sites on the web: Flickr, YouTube, Facebook, Twitter.

If you can't find these resources, or would like any further information, please contact us. We'd like to work with your local authority to make Earth Hour 2011 a huge success in your area.

Contact:

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Or:

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EARTH HOUR IN NUMBERS

100%
RECYCLED



29

of Scotland's 32 local
authorities took part
in 2010



OVER 300

Scottish schools engaged
with the event in 2010

4000

cities across 128
countries
participated in
Earth Hour
in 2010



Why we are here

To stop the degradation of the planet's natural environment and
to build a future in which humans live in harmony and nature.





REPORT

To: Infrastructure Committee

01 February 2011

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

CONTROL OF DOGS (SCOTLAND) ACT 2010

1 Introduction

- 1.1 The Control of Dogs (Scotland) Act 2010 comes into force on 26 February 2011. The Act modernises the law on the control of dogs and enables local authorities to require dog owners to take steps to keep their dogs under control. This report informs members of the main powers created by the Act and seeks Members approval to update the Scheme of Delegation to implement this Act.

2 Link to Council Priorities and Risk

- 2.1 The delivery of effective dog control contributes to *Community Safety* outcomes in the Single Outcome Agreement. The Council has a statutory duty to appoint at least one officer as an authorised officer under the Act. The Act also places a duty on a local authority to monitor the effectiveness of and enforce all notices issued by authorised officers appointed by them. Failure to implement the Act would leave the Council non compliant with a statutory duty.

3 Background

- 3.1 The Control of Dogs (Scotland) Act 2010 creates a new regime for the control of dogs and places new duties on local authorities. The Act enables an authorised officer of the Council to serve a notice on the owner of a dog who is failing to keep their dog under control to take steps to bring and keep the dog under control. This action can be taken where an officer has witnessed a dog being out of control or where they receive information that a dog is out of control. A notice must be served where a Sheriff or the court requires the local authority to serve and enforce a notice. The dog control notice will also require the dog to be identified by implanting an electronic transponder and that the dog must be in the charge of an entrusted person at all times when in a place to which the public have access.
- 3.2 The Act defines a dog being “out of control” if the dog is not kept under control effectively and consistently, and the dog’s behaviour gives rise to alarm or apprehensiveness on the part of any individual and the

individual's alarm or apprehensiveness is, in all the circumstances, reasonable. This means that the authorised officer must view the dog's behaviour and the individual's response from an objective standpoint.

- 3.3 Each local authority has a duty to appoint at least one officer to act as an authorised officer. It is proposed that the two Assistant Environmental Health Officers (AEHOs) who jointly undertake the duties of dog warden should be appointed as authorised officers and will be responsible for implementing the dog control legislation on a day-to-day basis. To ensure that there is adequate coverage and support for these officers, the Neighbourhood Support Workers (NSWs) and the other enforcement staff in Environmental Health will also be authorised.
- 3.4 Officers authorised under the Act must be skilled in the control of dogs and have the capacity to advise and instruct others in the control of dogs. As this is new legislation there will be a training requirement for all authorised staff on the control of dogs.
- 3.5 Where an authorised officer determines that a dog is out of control and dangerous an application can be made to the Sheriff for the dog's destruction. The Sheriff can also impose an order disqualifying the dog owner from owning or keeping a dog for a period of time.
- 3.6 A person who fails to comply with a Dog Control Notice commits an offence. The Court can decide when a person is convicted of an offence under the Act to disqualify them from owning or keeping a dog.

4 Financial Implications

- 4.1 Whilst this is a new duty on Local Authorities, the Scottish Government are not providing any funding to facilitate its delivery. The Council has previously only been responsible for dealing with stray dogs and dog fouling. Dangerous and out of control dogs were dealt with by the Police. This new Act revokes previous Police powers under the Dogs Act 1871 and Dangerous Dogs Act 1989, replacing them with these new more extensive local authority powers. As these are new powers it is hard to anticipate the level of demand that it will create as the number of complaints depends on public awareness of the powers and their willingness to complain about other people. It is currently anticipated that this will result in two or three new complaint investigations a month.
- 4.2 It is anticipated that the Environmental Health Service could meet this demand within existing resources by reprioritising workloads and altering existing response times to other complaints. It is anticipated that such complaints will be complex to assess and resolve, especially applying the objectivity test detailed in paragraph 3.2 which requires

an assessment not only of the dog's behaviour but also of the alarm felt by the complainer. The duty to monitor the effectiveness of notices creates an ongoing workload for officers, which will increase year on year as notices are served.

- 4.3 In order to ensure the competency of Officers there is a need to arrange suitable training in the control of dogs. This will be met from existing training budgets but will mean that other Continuous Professional Development needs of officers may not be met due to a reduced training budget.

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 Conclusions

- 6.1 The Council has a new duty to appoint at least one officer who can implement the Control of Dogs (Scotland) Act 2010 which comes into force this month. This Act enables local authorities to take action to ensure owners keep their dogs under control in order to protect the safety of individuals and other animals. The Act will increase the workload on the Environmental Health service.

7 Recommendation

- 7.1 I recommend that the Infrastructure Committee:
- 7.1.1 Note the provisions and anticipated impact of the Control of Dogs (Scotland) Act 2010; and
 - 7.1.2 Delegate authority to Executive Director - Infrastructure Services to appoint competent authorised officers to deliver the provisions of the Act and that Supplement 2 of the Council's Scheme of Delegations, in relation to Environmental Health Authorised Officers, is updated accordingly.

Report Number: ES-04-11-F



REPORT

To: Infrastructure Committee

01 February 2011

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

FIXED LINKS STRATEGY IMPLEMENTATION

1. Introduction

- 1.1. On 30 June 2010 Shetland Islands Council took a decision to pursue a programme of fixed links over a 20 year period (min. ref. 100/10).
- 1.2. This report outlines an implementation approach to deliver this decision.

2. Links to Council Priorities

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

3. Risk Management

- 3.1. Although there are no risks arising directly from this report the implementation of a fixed links strategy will have risks that need to be understood and managed.
- 3.2. The implementation approach contained in Appendix 1 acknowledges this and one of the early actions is to carry out work to identify risks and develop appropriate mitigating measures.

4. Background

- 4.1. The Council has been exploring the concept of fixed links in Shetland for a number of years.
- 4.2. Recent work reported to the Council in May and June 2010 confirmed that there is a high capital cost to be met in the implementation of a network of tunnels and to meet this there is a need for external funding to support investment.
- 4.3. The Council established a funding working group and a Steering Group, to look at the different aspects of this project. However on 5 October 2010 the Infrastructure Committee agreed to amalgamate the

roles of the two groups roles into one Fixed Links Steering Group (Min. Ref. 88/10, SIC Min. Ref. 146/10).

- 4.4. This group has met twice now to consider the approach to implementing a fixed links strategy and the remainder of the report details what approach the group has considered and endorsed.

5. Implementation Approach

- 5.1. The implementation of the Fixed Links Strategy will be a challenge for the Council in several ways. The paper contained in Appendix 1 offers a view on the various challenges.
- 5.2. The paper is based on an assumption that the Fixed Links Strategy is a worthwhile and more effective alternative to continuing with a network of ferry services on the four routes under consideration.
- 5.3. Having said that, section 6 of the paper acknowledges that it would be prudent to carry out some tests of that assumption, in order to ensure that the resources required to carry out the appraisal process and developing the business case can be justified.
- 5.4. Although the paper does not go so far as to give an order to the implementation of fixed links it does suggest that the Bressay fixed link could be implemented soonest, due to the work that has been done to date and the evidence that is already in place to support a fixed link over a ferry service.
- 5.5. The first piece of work required to carry out these tests is an economic study and this is in the process of being commissioned by the Council's Economic Development Unit. The scope of that study is given in Appendix 2.
- 5.6. If the Council is to be able to pursue funding, be it from the Scottish Government, Europe or private sector, a very robust appraisal and business case will be necessary. It will need to be conducted consistently with Scottish Government guidance and the detail of what this means is discussed in Appendix 1.
- 5.7. Furthermore, the implementation of the strategy will come with various risks that will need to be thoroughly understood and managed over a long period of time. Initial thoughts on these risks are given in Appendix 1 but a formal risk strategy will need to be developed as an early action in the process.
- 5.8. The implementation approach detailed in Appendix 1, once complete, will be the foundation for the delivery of the strategy and will constantly be referred to as the strategy moves ahead.
- 5.9. Once this stage of the process is complete, and the findings of the work clearly understood, the Council will have an agreed and prioritised programme of fixed links and the planning of the next stages of implementation can be carried out.

6. Timescale and Costs

- 6.1. Section 6 of the paper in Appendix 1 details the resources and timescales for the various elements of the work required at this stage.
- 6.2. In summary, the total costs for the studies, appraisal tasks, strategic environmental assessment and development of the full strategy is £425,000. A further £25,000 should be allowed for ancillary services and costs.
- 6.3. The majority of the work would be carried out in the financial year 2011/12 with the Yell Sound STAG process being completed in the first quarter of 2012/13.
- 6.4. Further to this the work required to conduct condition surveys and recommendations for life extension works for the Symbister, Laxo and Vidlin terminals is likely to cost no more than £90,000 in financial year 2011/12.
- 6.5. It is proposed that the costs of carrying out the various work packages are met from the Council's Capital Programme and that the funding identified for the Whalsay Link be used with the title for this cost centre be amended to "Inter Island Transport Links".

7. Project Management

- 7.1. The Council approved £50,000 in the current financial year to fund a full time project manager for the fixed links strategy. To the end of December, using a project manager from the Capital Programme Service the cost for project management services was £2550. It is estimated that between now and the end of the financial year a similar amount of effort will be required giving a total estimate of no more than £6000 for these services in the current year giving a saving to the Council of £44,000 in the current year.
- 7.2. Looking at the proposed approach the estimate of project management effort required will be greater but still not a full time requirement. It is estimated that the requirement will not be constant but come in "bursts" with some weeks requiring up to 50% of a commitment and other weeks requiring very little project management resources. It is estimated that the cost for service will not exceed £20,000 for the full year. If the £50,000 approved in the current financial year was pro rated up to a full year the cost would be £66,000 for a full time project manager. The approach of continuing to use the Capital Programme service therefore will save the Council a further £44,000 per year in comparison.
- 7.3. Discussions with the Council's Capital Programme Service, who provide project management services across the Council services, has concluded that the level of project management service required can be met within existing staff resources, without the need to recruit new staff, and can be accommodated within already approved budgets.
- 7.4. This will keep the cost of project management as low as possible and will also ensure that the experience and learning that staff have gained

over the years of working on fixed links projects is carried into the Fixed Links Strategy.

- 7.5. However, there will be continued monitoring of the project management effort required and should it be estimated that it is going to rise to a full time requirement then the Council decision to appoint a full time project manager can be implemented.

8. Conclusions

- 8.1. If the Council is to successfully attract funding support necessary to deliver a programme of fixed links it will be necessary to develop a very sound basis for competing for funding from various sources.
- 8.2. The implementation approach detailed in Appendix 1 will create this foundation and the approach proposed has been considered and endorsed by the Council's Fixed Links Steering Group.

9. Financial Implications

- 9.1. The total cost of carrying out this stage of the implementation of the Council's Fixed Links Strategy and consultancy services to survey and report on the Whalsay ferry terminals (Symbister, Laxo and Vidlin) will be £540,000 split into £470,000 in financial year 2011/12 and £70,000 in financial year 2012/13.
- 9.2. It is proposed that these costs are met from the Council's Capital Programme from the funding identified for the Whalsay Link and that this be renamed "Inter Island Transport Links".

10. Policy and Delegated Authority

- 10.1. Matters relating to provision of transportation services and infrastructure are delegated to the Infrastructure Committee as part of its remit in Section 12 of the Council's Scheme of Delegation.

11. Recommendations

I recommend that the Committee: -

- 11.1. Considers the Fixed Link Strategy implementation approach detailed in this report and if so minded endorse the process proposed.
- 11.2. Recommends to the Council that the decision to appoint a full time project manager does not need to be implemented at this time as the role can be most economically and effectively met at this stage by using existing staff and resources in the Council's Capital Programme Service, However, the situation will be kept under review and a full time temporary appointment made if it is proven to be necessary.

Report Number: TR-04-11-F

Fixed Links Strategy Implementation Approach

1. Introduction

1.1. Background

Shetland Islands Council has taken a decision to develop and implement a network of fixed links in Shetland. This would see the current Roll-on Roll-off ferry services replaced with fixed links (currently thought most likely to be sub-sea tunnels) on the following inter-island links:

- Shetland Mainland and Bressay;
- Shetland Mainland and Whalsay;
- Shetland Mainland and Yell; and
- Yell and Unst.

At this stage of the process rather than focussing on the technical details of constructing fixed links, the critical matters to develop are the necessary studies and appraisals to establish that a network of fixed links are a worthwhile strategy for the Council to pursue bearing in mind the costs of investment and the length of time it will take.

This paper provides an overview of the elements that SIC need to undertake to produce an objective evidence based appraisal that is consistent with Scottish Government expectations taking into account all the work that has been completed over the past few years. The paper provides an opinion on the work required, resources to carry it out and the timescale for the work.

1.2. Key Factors

It is considered that the following key factors will determine the success of progressing and implementing the fixed links strategy for Shetland.

1.2.1. Funding

There is a significant requirement for both revenue and capital funding to deliver this programme. This will need to be secured and sustained over a number of years.

All the funding for feasibility work and studies will need to be secured from SIC budgets. Section 6 of this paper gives detail on cost estimates for the various work streams. It can be seen that in financial year 2011/12 there is a revenue requirement of £350,000 in 2011/12 and a further £65,000 in 2012/13. On top of this there would be an ongoing revenue requirement of £50,000 to £60,000 to fund a permanent full time project manager should this be considered necessary.

The potential capital funding required for the four links may be in the order of £250 - £350 million, over at least twenty years. However, it is noted that if fixed links are not pursued, the cost of replacing the islands ferries and terminals is also considerable at around £80 – 100 million.

Sources of capital funding could be:

- The Council's Capital Programme
- Capital funding from Scottish Government;
- Capital funding for European Government;
- Private funding¹ and tolls; and
- Innovative funding approaches.

1.2.2. Political Will Locally

The fixed link programme requires sustained and committed political will over a number of different councils, and will also require a level of capital funding that will perhaps involve sacrificing other council priorities and objectives. This may become particularly difficult to sustain in an environment where revenue and capital is squeezed, and funding

¹ Private Sector Finance capital availability remains deflated in the UK at the present time

pressures arising from an increasingly elderly population increase. As far as possible the wider society of Shetland and the local business community should all be behind the fixed link approach, as opposed to alternative options.

1.2.3. Political Will Nationally

Even if funding is not sought directly from the Scottish Government, their tacit support and co-operation will be required in terms of supporting a case in Europe and the various approvals/ consents required. If funding is to be sought, national political support is essential. Again, strong arguments based on evidence and thorough analysis will be required to justify the significant capital expenditure that will be required, in the face of particularly strong competition for any national funding from elsewhere in Scotland.

1.2.4. Technical Appraisal

A robust technical appraisal, following the principles of the Scottish Transport Appraisal Guidance (STAG) is essential for each link as well as for the Fixed Links strategy, as this will provide the detailed justification for the investment. It will be subject to intense scrutiny on a repeated basis, and its findings must be able to withstand this scrutiny.

A significant element of the justification for investment in tunnels will be on the basis of costs, although the justification will be further supported from consideration of the wider impacts of a network of fixed links.

It is highlighted that one of the key principles for the STAG approach is that it should be “open-minded” and “objective-led”. Starting to develop a STAG with the implicit assumption that it will justify one particular answer may compromise the validity and robustness of the document, particularly if this leads to a view that is not “open-minded”.

1.3. Capability to Implement a Major Strategy

The decision to proceed with a fixed link strategy can be anticipated to attract intense local and national scrutiny, and it will be essential to develop and deliver this strategy in a manner that meets the expectations locally, nationally and at the European level.

Key requirements would be:

- Robust Justification for Fixed Links Strategy, effectively demonstrating both the value of a network of fixed links, and also that the negative impacts of implementing the strategy can be mitigated for a variety of implementation scenarios.
- Community consultation strategy used to inform and communicate a STAG on the network of inter-island links;
- The policy approach needs to be supported by the Transport Strategy, and other relevant council policies, including the Local Development Plan, and Single Outcome Agreement. A review of the Transport Strategy Strategic Environmental Assessment (SEA) may be required.
- Robust, and widely accepted STAG appraisals for each of the four Inter-Island Links;
- Sustained and long term commitment politically, based on a realistic view on both the pros and the cons of the approach;
- Sustained and long term support from the public, informed by what would it mean to investment priorities

The implementation of the strategy will span a minimum of 20 years and possibly longer. It will be delivered through several changes in Council and Government and will require considerable staff resources (with significant turnover of staff over such a long implementation period) and external technical support. It is critical therefore that the requirements of delivering this strategy are fully developed and understood and clearly embedded as a long term service responsibility.

2. Local Context

2.1. Transport Strategy

The Transport Strategy, submitted to the Scottish Government in 2007 (draft) and 2008 (final) covers a twenty year period. One of the two recommended approaches allows for a programme of fixed links to be constructed, referring

to the outcomes of future technical studies and STAG appraisals. Since 2008, considerable work has been undertaken on the building up further technical knowledge with regards to the construction and operation of sub-sea tunnels, drawing on experience in Faroe and Norway.

2.2. STAG Appraisals

To date three STAG appraisals have been undertaken on inter-island links.

- The Bressay STAG was undertaken following substantive work undertaken on options for a ferry, bridge or tunnel crossing, and following extensive consultation work found that a tunnel fixed link would be the preferred option for the crossing.
- The Bluemull Sound STAG found that despite a strong community desire for the provision of a fixed link between Yell and Unst, ultimately the requirement to continue to serve Fetlar meant that continuation of ferry services would be more economically worthwhile.
- The Whalsay STAG considered a fixed link (both a tunnel and bridge) during the initial stages of work. However, due to the length, complexity and significant capital required to construct such a fixed link, the fixed link option was not taken through to detailed analysis. This approach was adopted due to an understanding that in any programme of fixed links construction, Whalsay would be unlikely to be the first or second to be constructed, due to the scale and potential complexity of work and therefore the length of time it would take to implement it.

2.3. Ongoing Work

Ongoing discussion regarding the potential location for the Whalsay ferry terminal opened up the debate on the future provision of the inter-island link for Whalsay, and the Council agreed to look in detail again at a fixed link tunnel crossing.

Significant work was undertaken at this time regarding the capital and operating costs associated with such a crossing and a range of other technical and feasibility issues. Work has also been undertaken on the financial viability of a fixed link to Whalsay.

Informed by this work, the Council recently agreed to pursue a fixed links implementation programme.

2.4. Funding Opportunities

At a local level, it is possible to think that the shortest and least expensive of the fixed links (Bressay) could be afforded from within Shetland's capital programme. Over and above this, some form of additional funding would be required – which could be either internally generated (wind farms, additional oil/ gas revenues), sourced from national or European government or supplemented by private finance.

2.5. Island Population Dynamics

The population of Shetland's island communities are vulnerable to reductions in ferry services and affordable, reliable inter-island links with adequate capacity are a key component of sustaining island communities as well as the overall economic health of Shetland. Clearly, fixed links could provide this, but if implementation is delayed, and the island ferry service does not benefit from investment, island communities could decline over time.

2.6. Local Opposition

It cannot be assumed that there would be wholehearted support for the concept of a fixed links strategy, and significant and vocal opposition can be anticipated. Possible drivers for opposition are likely to be: -

- views that investment in the strategy could lead to significant job losses (directly or indirectly)
- investment of the scale anticipated could be thought by many to be disproportionate in a similar way to a view that the cost of ferry services is disproportionate

- there will be concern that the length of time for implementation (and any risks of delays in implementation) could lead to severe deterioration in existing ferry services.

The key challenges are the cost of investment, and the implementation timetable.

2.7. Other Council Policies and Strategies (Either in place or planned)

- Single Outcome Agreement
- SIC Corporate Plan
- Local Development Plan
- Education Blueprint
- Housing Strategy
- Shetland Islands Council Transport Service Review
- SIC Improvement Plan

3. National Context

3.1. Introduction

Even prior to the recent Comprehensive Spending Review, and the anticipated Scottish Budget announcements, the availability of capital for transport projects has been constrained. However, the prospect is now of further national reductions to an already constrained outlook for capital funding for the next five years.

3.2. Strategic Transport Projects Review

Transport investment priorities for the Scottish Government are set out in Strategic Transport Projects Review (STPR). The internal ferry network within Shetland is not included in the STPR, and would not be considered a priority for national investment. A similar assumption may be made with regard to a fixed link network (unless, perhaps, it could be shown that a compelling set of benefits from a fixed links network exceeds the benefits of projects already in the STPR).

When the current period of funding constraint passes, the “backlog” of projects will mean competition for any available funding will be fierce, with Scottish Ministers and politicians prioritising available funding on the biggest benefit to society, and also their political benefit. Completion of current commitments (including Replacement Forth Road Bridge) will take funding priority for a number of years to come.

3.3. Scottish Ferries Review

The Ferries Review is currently being consulted upon. This stresses the financial challenges of the existing situation, including capital funding requirement for ferries, harbours, and the current high and increasing levels of revenue support.

The approach outlined in the most recent consultation document appears to focus on continuation of ferry services, and securing efficiencies at a national level by adoption of a standard ferry design, reducing service levels and timetables, and extending ferry and terminal life spans. Any proposals for replacing ferry links with fixed links are not made explicit.

3.4. Economic Development Strategy

Funding that is available is being prioritised for projects that are seen to promote economic growth and recovery and promote employment opportunities.

3.5. Legislation

Transport Scotland also has a role with respect to approving the safety case for the tunnels, and potentially with respect to any acts of parliament required to fund or regulate the operation of the tunnels.

3.6. Potential National Opposition

National opposition to the fixed link strategy could be anticipated if its implementation adversely affected other projects on Mainland Scotland. Arguments against the proposal would be centred around the fact that the available funds could be used to benefit more people, and derive wider benefits for the population of Scotland.

3.7. Requirements

Requirements for the fixed link strategy for the national government would be:

- Demonstrate Credibility through preparation of robust, open-minded and objective STAG appraisal for the fixed link strategy as a whole, and also for the individual links.
- Further develop the STAG appraisal, to provide a strong, coherent and compelling business case for the investment.
- Those involved in the promotion and implementation of a links strategy must be able to publicly and politically defend significant investment for a rural minority, with limited economic benefits for other parts of Scotland, at a time of financial constraint, and at a time of fierce competition for the funding that is available.
- Expectations of receiving significant funding from the Scottish Government should be realistic.

4. European Context

4.1. European Regional Development Fund.

The current ERDF programme runs until 2013. Typically funding allocations for projects in the highlands and islands are typically lower than £1m, and heavily predicated upon business and economic development.

The total ERDF funding for lowlands and uplands amounts to £303m for the years 2007 – 2013, spread across four priorities:

- Priority 1, Research and Innovation – approx £76m
- Priority 2, Enterprise Growth - approx £101m
- Priority 3, Urban Regeneration – approx £84m
- Priority 4, Rural Development – approx £42m

It can be seen that the total funding relevant to rural development amounts to £42m. Ongoing expansion of EU will continue to constrain funding.

Any European bid for structural funding needs to be accompanied by robust appraisal and business case, with a particular emphasis on the distributional and job creation impacts of the programme.

4.2. Interreg Funding

Interreg programmes provide an opportunity for funding inter-European research programmes, with the aim of increasing regional exchanges, sharing of knowledge and co-operation.

This programme can be used to support funding for research and appraisal, as well as provide access to European experience. It would not be suitable for funding construction works.

5. Potential Approaches

5.1. Introduction

This section sets out key requirements and considerations for the progression of the Fixed Link Strategy.

5.2. Bressay Link

Given that the Bressay STAG found firmly in favour of a tunnel, and that the project has most potential to be affordable from within Shetland's own resources, there is considerable merit in progressing with this scheme on an accelerated basis.

The fixed link strategy for the Shetland will require considerable local and political will. Being able to demonstrate Shetland's capability to deliver this project, and prove the benefits of the fixed link approach will perhaps be the biggest factor in winning support for the more costly and more technically challenging projects for Yell, Whalsay and Unst.

It also provides valuable lessons in design and procurement and the whole process of getting such a fixed link up and running.

5.3. Initial Scoping of Key Assumptions

Three key assumptions underpin the "fixed link strategy", and prior to committing to a costly appraisal exercise, it appears to be prudent to scope up these assumptions.

- Assumption A – the overall direct and wider benefits exceed the tunnel's capital and operating costs, and also the potential costs imposed by not progressing or delaying the ferries and terminals programme. It is proposed that an initial study of economic impacts be carried out to inform an assessment of this assumption.
- Assumption B – the risks associated with delaying investment in ferries and terminals can be effectively mitigated over an extended period – i.e. there is no risk of island communities being "cut off" due to linkspan or ferry failure.
- Assumption C – there has to be some prospect that the necessary capital funding can be obtained for the total investment that is required.

There has to be a reasonable level of confidence that these assumptions can be proved to be correct prior to commencing with the commissioning of the Fixed Link STAG appraisal.

Due to the amount of work undertaken, and the experience that has been gained in Scandinavia, it is assumed that the fixed links programme can be demonstrated to be technically and operationally feasible.

5.4. STAG Appraisal for "Fixed Links Strategy"

This would be the key document used to justify the resources required, and mitigating the risks, and would be referred to again and again as the project developed. The work would require to be undertaken in full accordance with STAG requirements, and completed in an objective, open minded and transparent manner.

The first element of work is to define the problems and opportunities, with a focus on economic and social issues on the island communities in Shetland, as well as the financial elements.

Alongside this, confirmation of key objectives would be required to be developed.

The options to be considered include the full range of viable options based on the principle of "securing affordable and effective inter-island links" for the communities of Unst, Yell, Whalsay and Bressay. The options will necessarily include:

- Do Minimum – "patch and repair"
- Programme of Low Cost Ferry Replacement and Reduced Services (similar to what the Ferries Review is pointing to);
- Full Ferry and Terminal Replacement;
- Partial Full Ferry and Terminal Replacement and Partial Fixed Link; and
- Full Fixed Link Strategy – short timescale for implementation (20 years)
- Full Fixed Link Strategy – longer timescale for implementation (40 years)

It is important to realise that the level of this work sits between the work that was done for the Transport Strategy, and the individual STAG appraisals for each link. The "domain" of the study is necessarily the whole of Shetland. Key drivers will be on economic and financial elements.

Justification for the investment will rest on the wider economic benefits secured to Shetland as a whole, but these must be realistic and take account of the wider costs of the investment as well (opportunity cost of not using capital for other projects, negative impacts of not investing in ferry infrastructure on the island communities at the end of the list).

Environmental issues would also need to be considered, in particular the safe disposal of tunnel spoil.

A key counter-veiling influence will also be the impact of the application of Optimism Bias. At appraisal stage, this will necessarily attract high optimism bias adjustment, and it is necessary that despite these adjustments, the project can still be shown to be worthwhile. The experience of Bressay (if this was to be carried out as the first project) will be valuable in this instance. Not addressing Optimism Bias in the appraisal will be problematic and undermine the credibility of the appraisal with Scottish Government officers and Ministers.

Tying into consideration of Optimism Bias are issues related to risk and delivery, which also includes risks associated with not investing in the current services, and the provision of appropriate mitigation.

Based on consideration of technical risks and economic benefit, the Fixed Links STAG should also propose a preferred programme of investment, developing this within an objective prioritisation framework.

There would be benefit in subjecting the final STAG document to external scrutiny prior to finalisation, given its importance in justifying future levels of significant investment.

5.5. Update Transport Strategy, and other Council Plans (Development, Economic, community, Single Outcome agreements)

The completion of the "Fixed Link STAG" necessarily leads to an update of the Transport Strategy, and suite of wider Council corporate, community, planning and economic development policies and documents.

5.6. Implementation

5.6.1. Option A – One Single Project Comprising All Links

This approach is predicated on the assumption that significant capital can be raised for this investment over a relatively short period of time, and proposes that the fixed links are all constructed within a compressed timescale one after another as a single project. At this time there can be no certainty that such capital can be made available for the project.

This approach has particular attractions, in that it minimises the potential impact of not investing in ferries and terminals, and also reduces the difficulty of deciding which island-link is "last in the queue". Efficiencies can also be gained in the design and construction process.

Development work needs to focus on:

- Revision of the detailed STAG appraisals for each inter-island link,
- Securing the funding package for all the links;
- Progression of the consents and legislation process; and
- Progression of the design, and procurement process;
- Particular attention being paid to maintaining both local and national political support, and local and national public relations.

Recent experience of major infrastructure projects suggests that a **Local Public Inquiry** can be anticipated for the majority of the links, and following the outcome of this, it would be possible to progress to tender procurement and construction. A minimum of twenty years could be reasonably anticipated for completion of all four links, assuming funding availability.

The anticipated process is illustrated diagrammatically in Figure 1.

5.6.2. Option B – Incremental Implementation on a Project-by-Project Basis

This approach is based on the assumption that the funding for the entire fixed link strategy will not be available as one whole unit, but will be secured on a case-by-case basis, over an extended period of time, and fitted in with other competing investment priorities.

This approach does not necessarily secure the efficiencies available in the “All in One” approach, and it also places extreme scrutiny on the prioritisation of the links. However, by approaching the projects “one at a time” over a longer period, it does make early progress possible, and help to build momentum.

Numerous examples are available where this approach has been taken to a multi-project strategy, such as the completion of the central Scotland Motorway network which is only now being finalised.

Each subsequent project is available to learn the lessons of the previous project, and also take advantages of improvements in techniques and technologies. The justification for the subsequent project can also be helped by being able to refer to the benefits of the previous project, and also the ability to provide more accurate capital and operational cost estimates. Accordingly, it is possible that the total amount of work required for the final project will be less than the work required for the initial projects.

This approach is demonstrated in Figure 2.

6. Resources and Timescale

6.1. Introduction

This final chapter sets out the necessary resources and timescales for the appraisal elements of the work.

6.2. Scoping

This stage should be a relatively quick desktop based piece of work, but focuses on the key questions.

6.2.1. Test 1: Wider Benefits outweigh Capital and Operational Costs

A financial and economic spreadsheet model should be developed, based on the data that is currently available, and the information that is available from Economic Development's review of financial savings and economic impacts. This will test and inform the key assumption regarding the financial and economic benefits of the strategy.

- £10,000 consultancy cost. Dependent on outcome of Economic Development review. 2 month timescale.

6.2.2. Test 2: Risks for Continued Operation of Lifeline Links can be Managed

Completion of the fixed strategy will take at least 20 years and up to 40 years, if the projects are developed on an incremental basis as and when funds become available.

For each of the inter-island links under consideration it is also necessary to gain assurance that they can continue to operate over this period of time with the minimum of investment, and that in the case of linkspan/terminal/ferry failure, a viable back up is available which would not jeopardise the fixed link strategy.

- Assumed primarily to be an internal exercise by Ferry Services. 2 month timescale. Potential requirement for external support if necessary.

6.2.3. Test 3: There is Prospect of Funding, Public or Private.

The third test is to gain an informed position of funding potential. Whilst discussions have been undertaken with the Scottish Government, a financing strategy needs to encompass public and private sources of finances, plus innovative approaches.

- Strategic Advice from financial consultants, such as PWC is suggested. A provision of £20,000 is initially suggested

Assurance work on these three elements should be undertaken to confirm at an early stage the viability of the approach, providing a break point for the direction of future work.

6.2.4. Brief for Fixed Links STAG

The final element of the scoping work should be development of the brief for the Fixed Link STAG document. If undertaken by external consultants, a fee of £5000 should be allowed for, taking a total of 3 weeks.

6.3. Fixed Links STAG

As outlined earlier, the fixed links STAG is a strategically important document, justifying the investment approach and prioritisation, although not necessarily the detail of each individual link.

6.3.1. Strategic Modelling

Work to date on traffic impacts has been relatively limited. There is some merit in considering the creation of a relatively simple transport demand model, linked to a standard appraisal tool such as TUBA (Transport User Benefit Appraisal). This would be informed by some traffic Origin-Destination surveys, along with a “stated preference” survey, which would be used to assess if and the extent to which trip making is currently being suppressed by the use of ferries, rather than a fixed link strategy.

- £30,000 undertaken during summer 2011 by external consultants.

6.3.2. Wider Economic Benefits / Economic and Activity Location Impacts

Initial work undertaken during the scoping stage of work will inform this sub-task, but work on the benefits at the level of individual businesses and sectors is necessary.

- £20,000 for economic consultants undertaken during summer 2011.

6.3.3. STAG Appraisal

Building on the above elements of work, the STAG appraisal can be completed. It is suggested that pre-appraisal, objective setting and STAG 1 appraisal work can all be completed over a time period of 3 months between Easter and summer 2011.

The more detailed STAG 2 appraisal work relies on outcomes from economic and modelling work, but could be completed between September 2011 and the start of 2012. This work should include consideration of the main environmental impacts and constraints, confirming and developing what is already available from the Transport Strategy SEA, and Whalsay, Bressay and Bluemull STAGs.

- Estimated cost for STAG- up to £100,000. May be varied dependent on scope of public and stakeholder consultation undertaken.
- Environmental Work – Additional £20,000 could also be required undertaken in parallel with the STAG.

6.4. Update of Transport Strategy

It is suggested that the fundamental elements and principles of the Transport Strategy are still relevant today, but what is required is to reflect the situation in 2011/12, rather than that which prevailed in 2006/07.

Guidance has recently been issued to Regional Transport Partnerships on the update to Transport Strategies. Inclusion of the revised approach to inter-island links would be essential, as would the knock on consequences for the internal public transport network.

The specific areas of work would focus on public and stakeholder engagement, refresh of objectives, and renewal of appraisal and actions.

A total cost of £50,000 could be allowed for, with a further £15,000 for refresh of the Transport Strategy SEA.

This would be completed during the first part of 2012, and supports the fixed link programme. However, it is considered that the update of the Transport Strategy could be undertaken in parallel with the update of the STAG for the initial priority project.

6.5. Individual STAG Appraisals

With the Fixed Link STAG in place, and the update of the Transport Strategy, it is possible to update the STAG studies for Whalsay, Bluemull and Bressay, and undertake a STAG for Yell Sound.

The phasing of this work would be dependent upon what arose from the Fixed Links STAG in terms of prioritisation.

- Given that the Bressay STAG (2007) already found in favour of a tunnel option, this document would only require a refresh in the instances that the new data materially affected key findings of the document.

Otherwise, these elements can be assumed to be acted up within the detailed design process. Update costs – within £10,000.

- The Bluemull STAG (September 2008) did consider a fixed link Tunnel within STAG 2 and considered the implications of a fixed link on the continuation of service to Fetlar. The outcome of the Fixed Links STAG and recent work on Tunnel consultation cost and operational costs could relatively easily be incorporated into a refreshed document provided that this work was undertaken within the next few years. Update Costs – within £15,000
- The Whalsay STAG (May 2008) did not take a fixed link Tunnel to STAG 2. Given that it is this particular inter-island route that has driven the recent work, care would have to be taken with regards to the update of this STAG and the community engagement strategy. Refresh costs – estimated at £50,000.
- No work has been undertaken on a Yell Sound STAG. Majority of costs would be associated with community consultation and environmental assessment. Based on the experience of Whalsay and Bluemull, an allowance of £70,000 would be advised.

Figure 1

"One Project" Approach

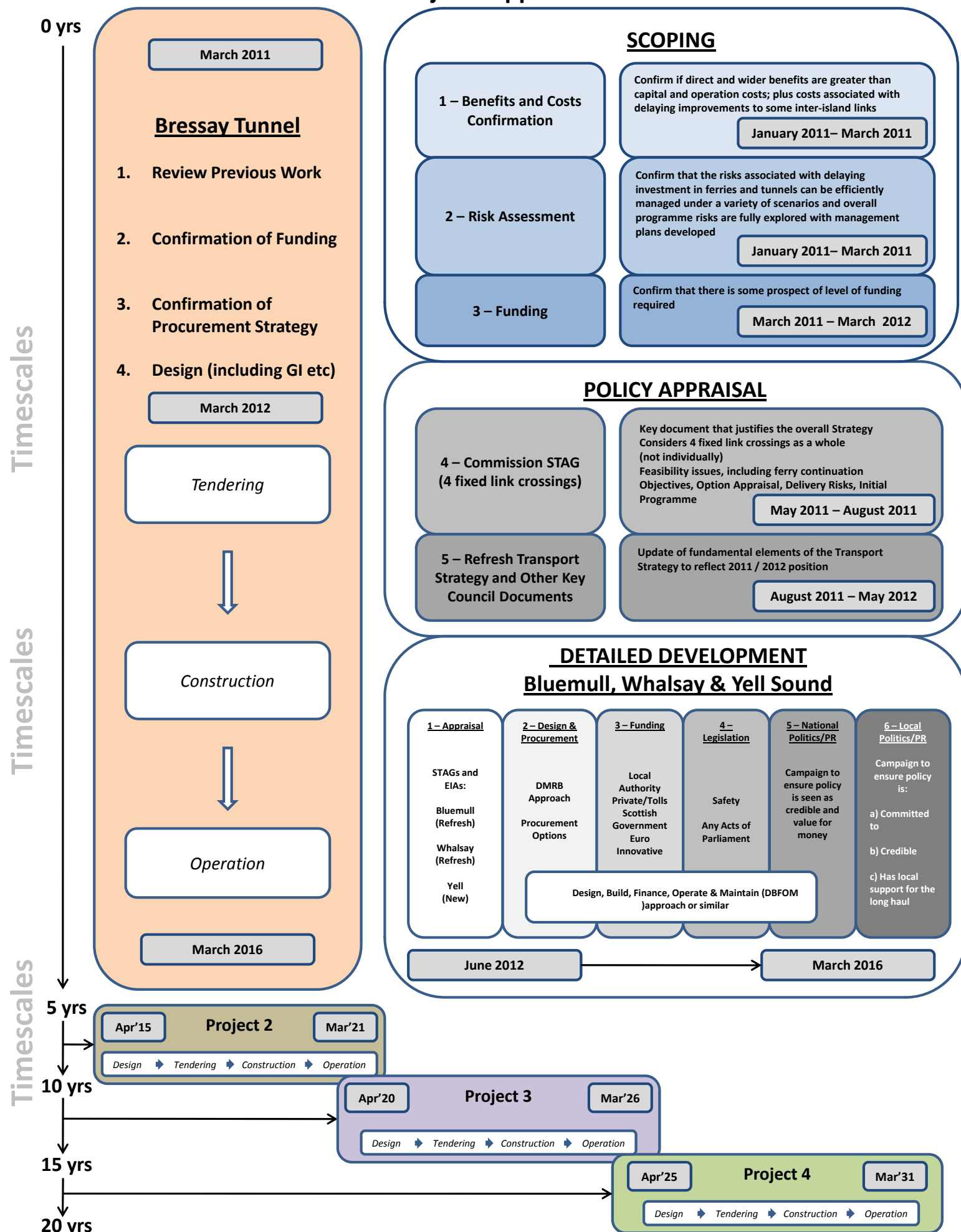
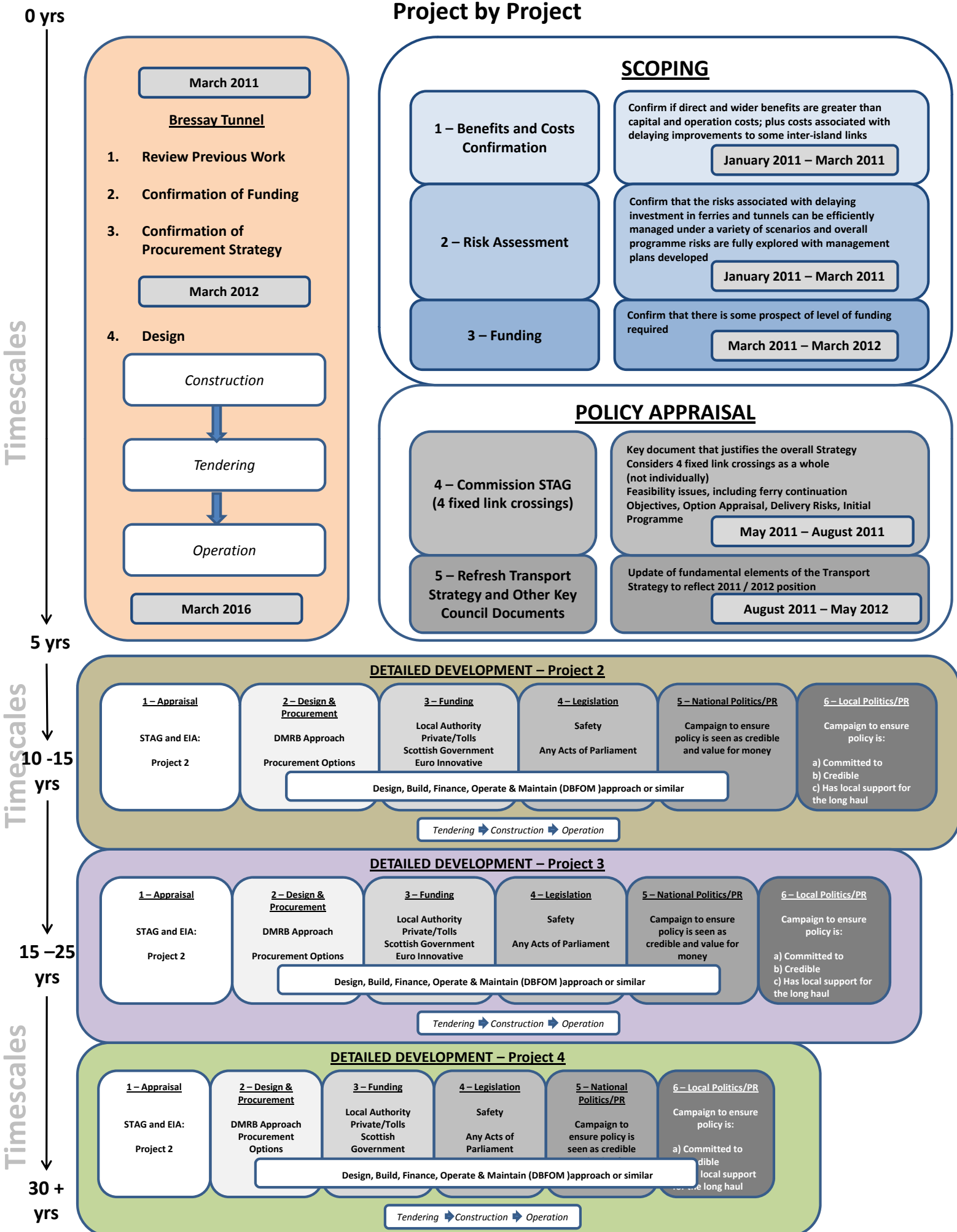


Figure 2



Shetland Fixed Links Strategy

Scope for Socio Economic Study

Introduction

Shetland Islands Council has an opportunity to embark on a programme of fixed links between: -

- The Islands of Unst and Yell;
- Yell and Mainland Shetland;
- Whalsay and Mainland Shetland; and
- Bressay and Lerwick.

The provision of fixed links would remove the current restrictions on access to the islands concerned and would provide significant potential for growth of these Island communities. Also it will present an opportunity for public sector service provision (e.g. schools, NHS, Fire, Police...) to be completely rationalised.

One of the key rationales for implementing a network of fixed links is the belief that the economic benefits outweigh the investment and operating costs, relative to continuation of a network of ferry services and infrastructure.

In order to meet with the requirements of Scottish Government it will be necessary to carry out a full appraisal in line with Scottish Transport Appraisal Guidance. However, prior to commencing a “full blown” appraisal of the impacts of a network fixed links, it is considered prudent to invest in initial scoping work to provide some assurance that the outcome of the full appraisal would be as anticipated and also provide direction for the appraisal.

Whilst the direct costs are fairly well understood (i.e. direct capital and operating costs), as well as the direct benefits (travel time savings) - the wider impact of a network of links has not to date been considered.

A further consideration is to be clear about the differences and relationships between the financial impacts to the Council and its public sector partners, and the wider economic impacts of the proposal. As an example, worthwhile financial savings may be achieved for the Council and public sector bodies in Shetland, but these may (or may not) impose economic cost onto particular areas.

The cost of providing this network of four fixed links is estimated to be in the region of £300million and if embarked upon likely to take at least 20 years to complete. These fixed links, likely to be tunnels, would replace the existing ferry links to these islands, which currently have an annual revenue cost of almost £11 million plus capital cost of ferry and other asset replacement running to a potential £80 million to £100 million.

Financial Aspects

It is believed that there would be wider financial benefits for the Council and its public sector partners in terms of cost / efficiency savings in service delivery, but it is also recognised that these may have positive and negative economic impacts for the more peripheral areas.

These need to be detailed, the consequential financial savings estimated, but also the positive/ negative impacts identified (including location, sector, etc).

There are also potential financial / economic costs if projects within the capital programme aren't done or are postponed if the investment in fixed links puts a disproportionate demand on the programme to meet a funding commitment to fixed links.

Economic Benefits

There are wider economic benefits that go beyond the traditional Transport Economic Efficiency (TEE) and Economic Activity and Location Impacts (EALI) approach.

For wider economic benefits, recent work commissioned by Transport Scotland sets out four main areas where benefits may exist, but would be presently ignored or understated by guidance in STAG. These are:

- a) Reductions in Schedule Delay
- b) The "Option" value of a secure fixed link, vs a ferry service which may in the future become unreliable, be capacity constrained, or experience service reductions.
- c) Uplift in business benefits due to "imperfect" competition
- d) Improvements in Labour supply due to "thin labour market" effects.

In relation to the EALI element of the STAG appraisal, areas for further consideration would be:

- a) The benefits secured by businesses in Shetland having greater access to the "labour pool", overcoming potential constrained growth. This may tend to focus on increasing the "critical mass" in and around central mainland (Lerwick) and Brae.
- b) The benefits that might be secured in the more peripheral areas by more people living in the islands themselves, and perhaps partners etc setting up small scale businesses.
- c) Tourism – but this might be more "redistribution" rather than additional value. Indeed, this may again have a "centralising" impact if tourists can visit Unst and return in 1 day.

What Might These Wider Benefits Look Like?

It is also valuable to consider evidence available elsewhere about the wider economic impacts that arise to an area following a “step change” in accessibility, such as that which might be delivered by a fixed link network.

Local (Historic) Examples:-

- a) Social / Economic Impact of the Burra / Trondra “fixed links” in the 1970s
- b) Social / Economic Impact of the network of ro-ro ferries introduced in the 1970s, linking Shetland Mainland to Whalsay, Bressay, Yell, Unst and Fetlar.
- c) Northmavine vs Yell

Local (more recent) Examples

- a) Impact of the introduction of the Yell Sound Ferries

Elsewhere in Scotland

- a) Western Isles – Scalpay, Berneray – but care needed here due to different context.
- b) Skye Bridge following removal of tolls.

Examples will also be available in Scandinavia / Faroe. Norway includes in its appraisal techniques the inclusion of an "inconvenience" factor to produce addition benefit for the study, in effect, addressing the schedule delay element of work.

Scope of work

It is anticipated that this work will be partly a desk top exercise making use of available information which exists within the council and community and drawing upon fixed link examples in other areas both within Scotland and further afield, e.g. Faroe and Norway, to identify the economic and social benefits achievable.

The study should include:-

- Identification of the social benefits likely to be delivered by fixed links, evidenced by what has been achieved elsewhere.
- An assessment of the Economic benefits achievable by the provision of fixed links to each of the islands.
- An assessment of how a fixed link network would benefit the whole Shetland Economy as well as the individual island groups.
- Identification of existing operating and cost structures across the local authority and public services. And an assessment of the opportunity to rationalise these services with a fixed links infrastructure.

It is further anticipated that the work may fall into 4 broad areas: -

Brief Review of Previous Work

Ex Ante and Ex Post reviews of previous studies such as (but not limited to) the various STAGs already undertaken, the work of Dr James Laird and Professor Peter Mackie carried out for Transport Scotland and STAG guidance on Wider economic benefits in rural areas.

Review of Public Sector Impacts – financial and potential economic impacts

Detail the main savings, but also the consequential impacts of these, as detailed above.

Review of potential Private Sectors impacts, by sector

High level review of potential economic impacts by sector and location.

Review of Potential Wider Economic Values

Explore potential extent of “option value”, “schedule delay”, “imperfect competition” and “thin labour market” impacts, and potential for its inclusion within the appraisal.

The study and report should be constructed in such a way that the information supports and overall appraisal process following the Scottish Transport Appraisal Guidance (STAG) process and forms part of an evidence base to support a case for a fixed links network.

Timescales

It is anticipated that the work will be completed and reported to the Council's Fixed Links Working Group within 12 weeks of the commission being awarded.

Neil Grant and Michael Craigie
November 2010



REPORT

To: Infrastructure Committee

01 February 2011

**From: Service Manager – Development Management
Planning
Infrastructure Services Department**

SHETLAND ISLANDS COUNCIL (ROAD AT SELLANESS INDUSTRIAL ESTATE) (STOPPING UP) ORDER 2011

1. Introduction

- 1.1 At its meeting on 3 November 2010 the Council's Planning Board resolved that planning permission should be granted (subject to conditions) for development comprising the erection of temporary residential accommodation (424 rooms) with ancillary accommodation including reception, dining room, recreation area, reading/quiet room, gymnasium, computer room, convenience shop, laundry, prayer room, bar and external football pitch, on land at the Sellaness Industrial Estate (Planning Application Ref: 2010/256/PCD)(Minute Reference 66/10, SIC Minute Reference 169/10). The decision notice to give effect to this resolution was issued to the applicant, Total E&P UK Ltd, on 4 November 2010.
- 1.2 In considering the application it was noted that the construction of the development will involve building over a 90 metre length of public road which passes through the site (and the construction of a new section of public road to the north of the site), and that the length of public road to be removed will require to be stopped up under section 207 of the Town and Country Planning (Scotland) Act 1997 to facilitate the development. Therefore at the same time as resolving that planning permission should be granted the Planning Board authorised that the required stopping up of the length of public road in question, shown outlined and hatched in red between the points marked 'A' and 'B' on the Plan attached to the Order (see Appendix 1), be progressed. The development authorised by Planning Permission Ref: 2010/256/PCD includes provision of an alternative route, to maintain access to other property at the industrial estate, and this new length of road also has Construction Consent under the Roads (Scotland) Act 1984. The new road is outlined and hatched in blue between points 'C' and 'D' on the Plan attached to the Order.

2. Links to Council Priorities and Risk

- 2.1 The Council has, through granting planning permission for the development described in paragraph 1.1 above, determined that it constitutes sustainable development which would support oil related industries, especially in the Sullom Voe area. The confirmation of the Stopping Up Order will contribute to the Council's priority of maintaining a sustainable economy (Corporate Plan 2010-12).
- 2.2 If the Council does not make the Stopping Up Order, and the statutory process to stop up the road is not completed, the development of the temporary residential accommodation at the Sellaness Industrial Estate authorised by the Planning Board cannot be implemented in accordance with the approved plans and details. The prospective developer of the site would as a result need to seek to vary the proposals for the development of the land concerned, or give consideration to alternatives in order to be able to accommodate the workforce required to construct the gas processing plant immediately to the north east of the Sullom Voe Oil Terminal. Planning Permission was granted for the gas processing plant on 24 February 2010 (Minute Reference 13/10, SIC Minute Reference 40/10). As the Council is the landowner at the Sellaness Industrial Estate either a delay in the development of the temporary residential accommodation or the settling on an alternative by the prospective developer will have financial consequences to the Council in terms of loss of income.

3. Procedure for Making and Confirming Orders Relating to Roads

- 3.1 Section 207 of the Town and Country Planning (Scotland) Act 1997 allows a planning authority by order to authorise the stopping up or diversion of any road which is not a trunk road or a special road as the Act defines if it is satisfied it is necessary to do so in order to enable a development to be carried out in accordance with planning permission granted under Part 3 of the Act.
- 3.2 There are two stages to a Stopping Up Order. The first is that an Order must be made, and the second is that it must then be confirmed. The procedure for implementing such an Order when made by a planning authority is set out in Parts 2 and 3 of Schedule 16 of the 1997 Act. Taking into account Schedule 16 and the Planning Service Scheme of Delegations approved by the Council in July 2009 (approved by report PL-32-09-F, Special SIC 15 July 2009 – Minute Ref: 104/09 Special Planning Board, 15 July 2009 – Minute Ref: 30/09), should the Committee accept the draft of the Stopping Up Order attached to this report as Appendix 1, the procedure for implementation firstly requires the Order to be accepted (made) at Council.
- 3.3 If the Order is accepted (made) at Council, a notice stating:
- the general effect of the Order;
 - that the Order has been made and about to be confirmed;
 - the place where the Order may be inspected; and

- the time and manner for submission of representations/objections (not less than 28 days from the date of the first statutory notice), must be published in the Edinburgh Gazette and the Shetland Times. A similar notice must also be served on:
- every owner, occupier and lessee of the land to which the Order relates, which will include the Council's Roads Department and Asset and Properties Unit; and
- any relevant statutory undertakers as defined by section 214 of the 1997 Act.

A copy of the notice will also be displayed in a prominent position at the ends of the road to be stopped up.

3.4 If no objections are received, the planning authority may confirm the Order. This is when the Order would take effect. If objections are received during the notice period, the planning authority must refer the matter to the Scottish Ministers. The Scottish Ministers will offer the opportunity of a public inquiry to the objectors before deciding whether or not to confirm the Order.

3.5 If the Order is confirmed, a notice stating:

- the general effect of the Order;
- that the Order has been confirmed; &
- the place where the Order may be inspected,

has then to be published in the Edinburgh Gazette and the Shetland Times. A similar notice would also be served on those who received the previous notice, and also be displayed in a prominent position at the ends of the road to be stopped up.

4. Financial Implications

4.1 There are no financial implications arising from the confirmation of the Stopping Up Order. The costs involved in implementing the works (both the stopping up and provision of the alternative route) will be met by the developer of the land in carrying out development in terms of Planning Permission 2010/256/PCD.

5. Policy and Delegated Authority

5.1 The proposal complies with the Town and Country Planning (Scotland) Act 1997.

5.2 The Infrastructure Committee has full delegated authority to act on all matters within its remit, as outlined 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.

5.3 However, authority to decide to promote the stopping up of a road through the implementation of a Stopping Up Order requires a decision of the Council in terms of the Planning Service Scheme of Delegations

July 2009 (after consideration by the Planning Board and Infrastructure Committee).

- 5.4 In the interests of seeking to ensure that the Council conducts its business in the most efficient and effective way possible, it is recommended that delegated powers are given to the Executive Director - Infrastructure Services (as the appropriate person) to confirm the Order if no objections are received during the notice period detailed in paragraph 3.3 above.

6. Conclusion

- 6.1 A Stopping Up Order in relation to the 90 metre length of public road at the Sellaness Industrial Estate which passes through the site of the proposed temporary residential accommodation for the workforce required to construct the gas processing plant has been drawn up, and is attached as Appendix 1. The alternative route to be provided under the permission granted for the development of the temporary residential accommodation at the Sellaness Industrial Estate, which has Construction Consent, is shown outlined and hatched in blue between the points marked 'C' and 'D' on the Plan attached to the Order.

7. Recommendation

- 7.1 I recommend that the Infrastructure Committee recommend to the Council that :
- it make the Shetland Islands Council, (Road at Sellaness Industrial Estate), (Stopping Up) Order, 2011 attached as Appendix 1; and
 - delegates to the Executive Director – Infrastructure Services the power to confirm the Order if no objections are received during the notice period.

Report No: PL-05-11-F

TOWN AND COUNTRY PLANNING (SCOTLAND) ACT 1997

Shetland Islands Council (Road at Sellaness Industrial Estate) (Stopping Up) Order 2011

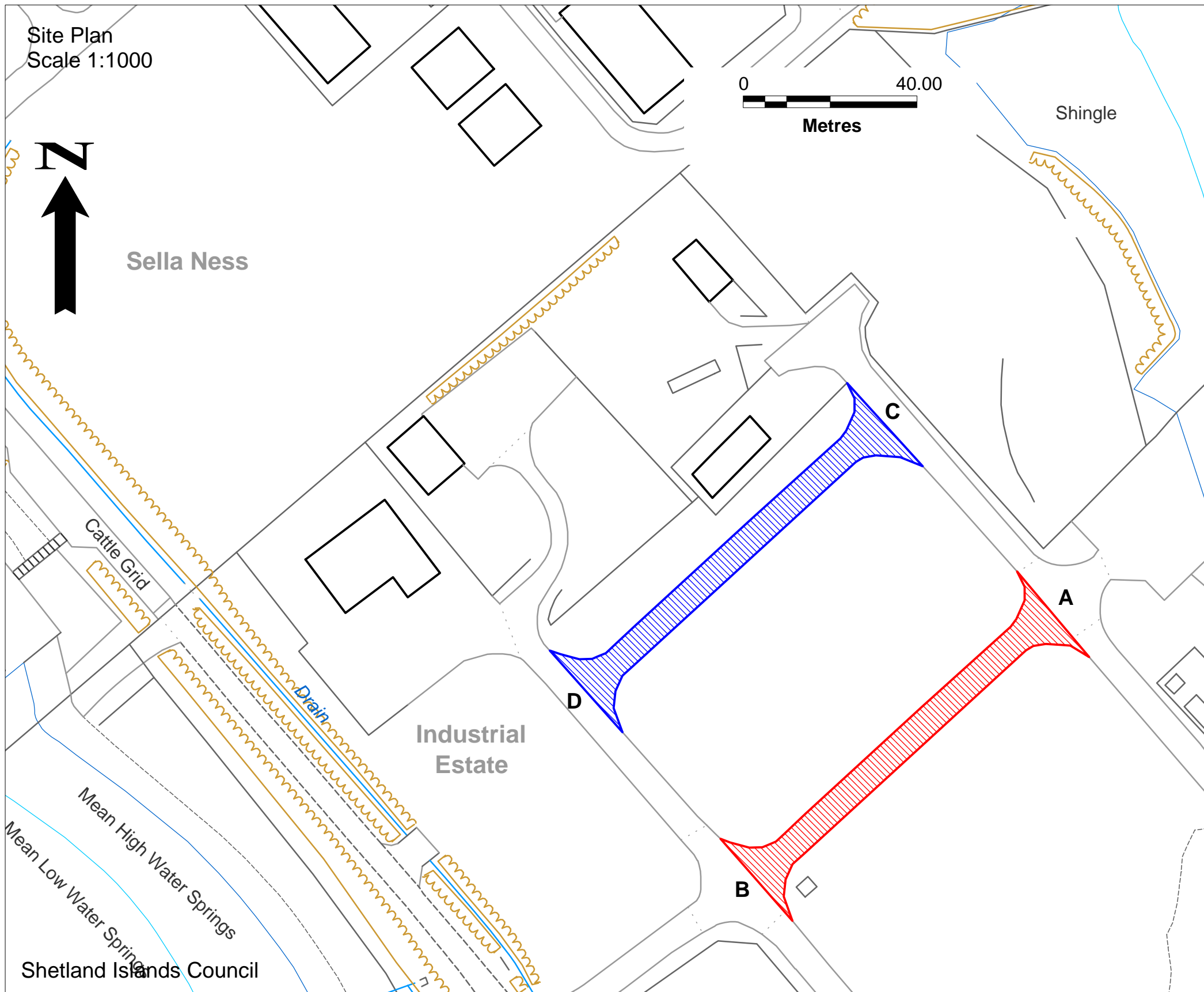
The Shetland Islands Council, in exercise of the powers conferred on it by Section 207 and Schedule 16 of the Town and Country Planning (Scotland) Act 1997 and of all other powers enabling it in that behalf, and being satisfied that it is necessary to do so in order to enable the development to be carried out in accordance with planning permission (reference number PL2010/526/PCD) granted under Part III of the 1997 Act, hereby make the following order: -

1. This order may be cited as the Shetland Islands Council (Road at Sellaness Industrial Estate) (Stopping Up) Order 2011.
2. This order will come into operation when the alternative road shown outlined and hatched blue between the points marked 'C' and 'D' on the Plan (Drawing No. SUO-11-1) annexed and subscribed as relative hereto (the "Plan") is added to the list of public roads by the Shetland Islands Council Roads Service.
3. The stopping up of that 90 metre road at Sellaness Industrial Estate shown outlined and hatched in red between the points marked 'A' and 'B' on the Plan is hereby ordered.
4. Total E&P UK Ltd (registered no. 00811900) will reimburse Shetland Islands Council for the costs of advertising the making of and the confirmation of this order in the Shetland Times and Edinburgh Gazette.

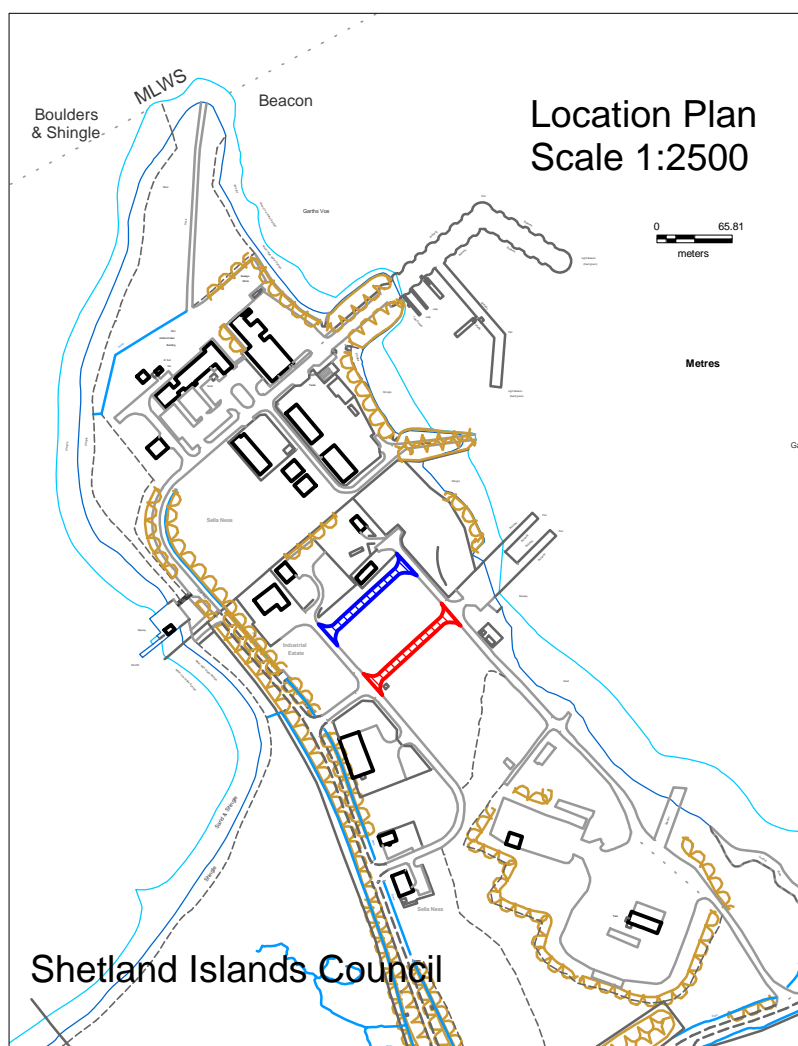
Made and enacted by Shetland Islands Council at Lerwick on the
day of Two Thousand and Eleven

Signed

Gordon Greenhill
Executive Director of Infrastructure Services
Proper Officer of Shetland Islands Council
Infrastructure Services Department
Grantfield
Lerwick
Shetland
ZE1 0NT



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I hereby certify that this is the map referred to in the
of the foregoing Shetland Islands Council,
(Road at Sella Ness Industrial Estate), (Stopping Up) Order
2011

Dated:

Gordon Greenhill
Executive Director
Infrastructure Services



Shetland Islands Council
Planning Service, Infrastructure Services
Grantfield, Lerwick
ZE1 0NT
Tel: (01595) 744800

Date: 05/01/2011
Size A3
Scale: Location 1:2500, Site 1:1000
OS Grid Ref: N:440, 043 - E:1,173, 563
Prepared by L.W
Drawing No. Suo-11-1



REPORT

To: Infrastructure Committee

01 February 2011

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

PROGRESS REPORT - CARBON REDUCTION STRATEGY

1 Introduction

- 1.1 The purpose of this report is to inform Members on progress of the carbon reduction strategy and provide an opportunity for debate approval of the governance structure.

2 Link to Corporate Priorities and Risk Management

- 2.1 Links to the Corporate Plans targets and priorities for sustainable use of resources and to be world renowned as a clean green island.
- 2.2 Many of the issues to be addressed in the strategy are a statutory duty. There are also significant opportunities for efficiency savings through both technical solutions and behavioural change. Failure to provide an appropriate strategy document and implementation plan with suitable governance and accountability incorporated within it will mean statutory compliance and savings are unlikely to be achieved or demonstrated and the financial cost to the Council may be significant. With the Government's budget change to the Carbon Reduction Commitment the Council's liability under this scheme is expected to be £147K per annum and can only be reduced through reducing energy consumption in Council buildings.

3 Core Values

- 3.1 In addition to the statutory duties relating to carbon reduction within the Single Outcome Agreement and the Corporate Plan, the Council has consistently identified the desire to reduce carbon, improve environmental sustainability and management and recognised its importance and contribution to providing a sustainable community.
- 3.2 From the information supplied in the Single Outcome Agreement and Corporate Plan it can be interpreted that Sustaining Communities and Financial Sustainability lie at the heart of the Council core values.

- 3.3 Beneath these lie a raft of activities designed to deliver these core values, including economic development, housing, transport, education, health, cultural and environmental issues.
- 3.4 The carbon reduction strategy will consider the use of all resources to seek to reduce financial and environmental costs both in current and future service provision. In this way it will contribute effectively to the two core values of sustaining communities and sustainable finance.
- 3.5 To effectively communicate a carbon reduction strategy and deliver the cultural change necessary to develop new ways of working to improve efficiency and minimise environmental consequences, it is essential that the programme is seen as an important element of meeting the Council's core values.

4 Governance

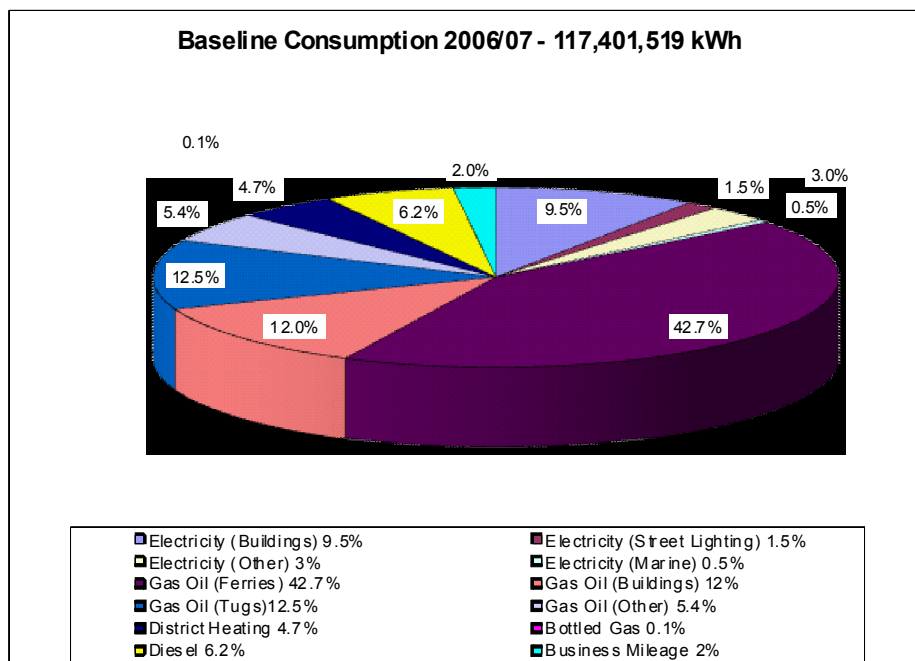
- 4.1 The Council's Improvement Plan approved by council on the 10th November 2010 (Min Ref 161/10) highlighted the need for appropriate governance arrangement in the delivery of projects within the Improvement Plan. The carbon reduction strategy will include an action plan containing numerous projects, which will require participation of all service areas within the Council.
- 4.2 In order to ensure that we maintain momentum and effectively coordinate and monitor progress on the various projects, it is proposed that we include within the strategy a governance structure similar to that developed for the Improvement Plan, and which is based on the principals of good programme management.
- 4.3 The structure and roles for the governance procedure is given in Appendix 1.
- 4.4 As the work will involve all areas of the Council, membership of the programme board is made up of the senior officials from across Council services. Progress will be reported to the Corporate Management Team and Committee.

5 Targets and Action Plan

- 5.1 The Scottish Government published their draft report for low carbon Scotland policies and proposals in November 2010. This document outlines current and proposed policies to reduce carbon across all sectors with the aim of achieving the Scottish Government target of a 42% reduction by 2020 and an 80% reduction by 2050.
- 5.2 The report covers proposals and policies for energy supply, homes and communities, business and public sector, transport, rural land use and waste. Assessments have been made on the implications and effectiveness of the various policies in each sector towards delivering the national target.

- 5.3 The Scottish Government report recognises that in some sectors such as marine transport (Ferries) it is likely that up to 20% savings can be made by 2020, limited to new propeller design and streamlining. Whereas in other sectors such the Public sector they suggest we should achieve a reduction in energy consumption of 12% by 2020.
- 5.4 The Council's current energy use is shown in fig 1 below.

Fig 1



- 5.5 It can be seen from the baseline figures that 53.2% of our energy consumption was within the marine sector, some action has already been taken to reduce costs and consumption in this area through provision of shore power at Sullom, and fuel efficiencies on Ferries. It should also be noted that the Council has already made significant progress due to the District Heating Scheme and provision of renewable heat from the energy recovery plant in reducing fossil fuel consumption in Council buildings.
- 5.6 Targets and actions established within the Council's carbon reduction strategy whilst challenging also require to be specific, measurable, achievable, realistic and timetabled. The targets set need to take account of our own circumstances, energy mix and work already progressed.
- 5.7 We have progressed a bid to the Council's spend to save scheme for a number of projects related to energy efficiency, which if successful in

being funded will save the Council £106K per annum after implementation. The schemes include lighting refurbishments, district heating, small scale wind turbines and storage heating as part of the Northern Isles New Energy Solutions project.

- 5.8 It is anticipated that there will be a number of other spend to save projects to deliver financial savings, reduce energy use and generate renewable energy.
- 5.9 Work is currently being undertaken to assess the full potential for savings in energy and resource use across the Council to develop the appropriate targets and actions within the strategy. It is hoped to be able to report these to the next committee cycle.
- 5.10 The Council has been successful in achieving the Carbon Trust Standard certification. Recognising the monitoring and control systems in place for energy management and the progress that has been made to date in reducing energy consumption.

6 Financial Implications

- 6.1 It is recognised that some investment will be required through the provision of more efficient plant and equipment and as such is regarded as a “spend to save” initiative. Discussions are ongoing with other services including Building Maintenance and Transport, to develop proposals and it can be expected that these will deliver efficiency savings.

7 Policy and Delegated Authority

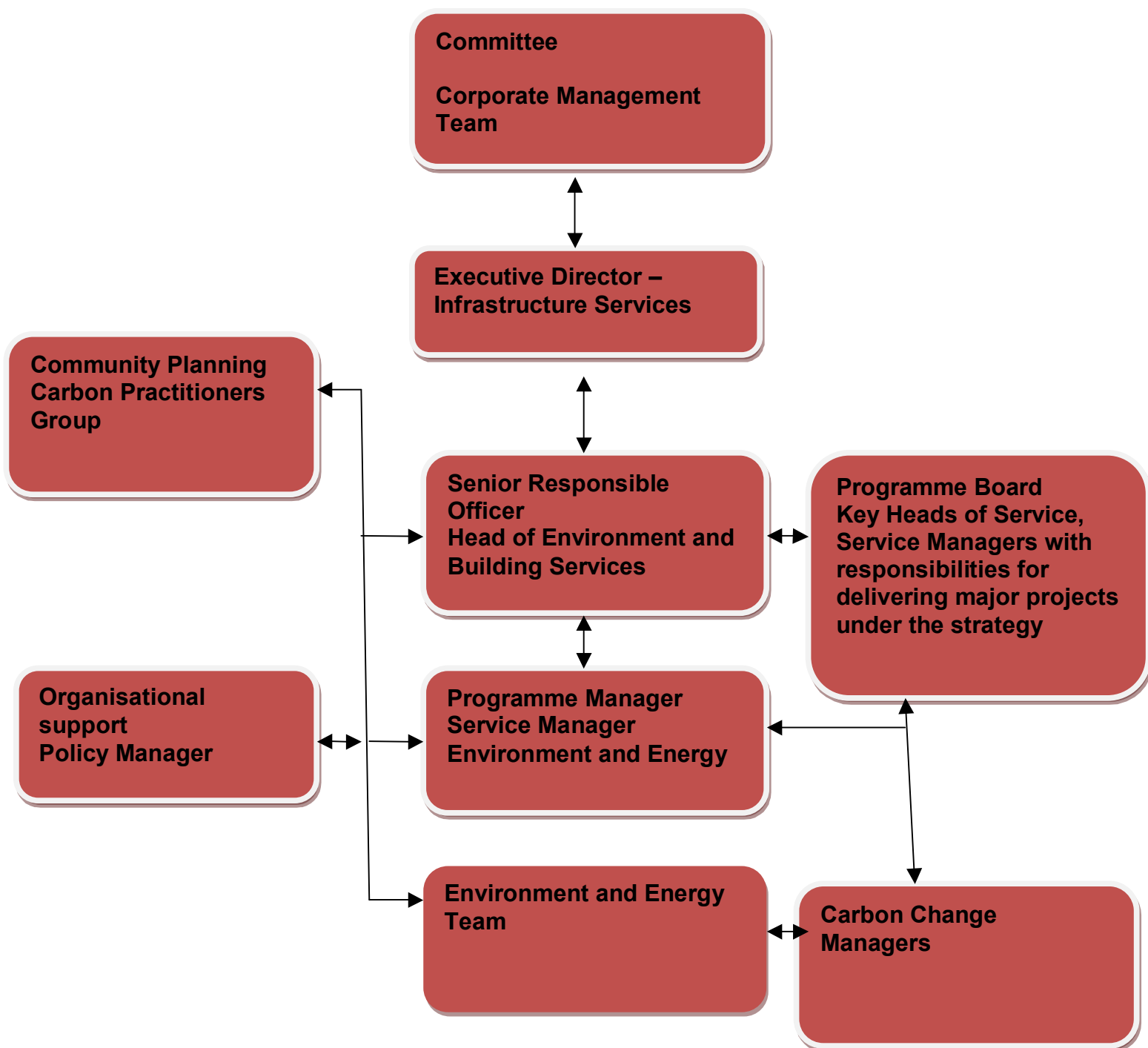
- 7.1 The Infrastructure Committee has full delegated authority to act on all matters within its remit, Section 12.0 of the Council’s Scheme of Delegations, and for which the overall objectives have been approved by the Council, in addition to appropriate budget provision.

8 Conclusions

- 8.1 For the carbon reduction strategy to gain the necessary buy in across the Council it will require to be seen as being at the heart of the Council’s core values and be supported by a governance structure that will allow progress across the Council to be monitored and reported.
- 8.2 Realistic targets will be set with appropriate actions as part of the Council’s contribution to the Governments carbon reduction targets and to deliver financial savings to the Council.

9 Recommendation

- 9.1 I recommend that the Infrastructure Committee approve the governance structure outlined in Appendix 1 for delivery of the Carbon Reduction Strategy.



Roles and Responsibilities

Corporate Management Team

- Resolving strategic and directional issues between priorities.
- Approving the progress of the programme against strategic objectives.
- Championing the programme, leading by example, living the values implied by the change.

- Providing continued commitment and endorsement to the programme at executive and communications events.
- Advising and supporting the SRO.
- Confirming the successful delivery and sign-off at the closure of the programme.

Executive Director of Infrastructure Services -

Will act as the representative of the programme on the Corporate Management Team.

Head of Environment and Building Services -

Responsible to the Executive Director – Infrastructure Services for the day to day management of the programme team to ensure the strategy is successfully delivered, responsibilities include –

- Providing overall direction and leadership for the delivery and implementation of the programme.
- Securing the investment required to set up and run the programme.
- Being accountable for the programme's outcome.
- Chairing the Programme Board and being accountable for the governance arrangements.
- Owning the Business Case.
- Managing the interface with key senior stakeholders.
- Managing the key strategic risks facing the programme.
- Maintaining the alignment of the programme to the organisation's strategic objectives.
- Appraise CMT and Committee of Risks and Issues associated with the programme.

Programme Board -

Responsible for driving the programme forward and delivering the benefits and outcomes arising from the strategy, they will be individually accountable to the Head of Environment and Building as the Senior Responsible Officer (SRO) for delivery of their areas of responsibility within the programme. The board will be chaired by the SRO and will include the programme manager and policy manager as well as key heads of service or service managers with responsibility for major deliverables within the action plan. Responsibilities of members include –

- Defining acceptable risk profiles and thresholds for the programme and projects
- Ensuring the programme delivers within agreed parameters (e.g. cost, organisational impact, expected/actual benefits etc.).
- Resolving strategic and directional issues between projects, which may impact the progress of the programme.
- Ensuring integrity of the benefit profiles and the benefits realisation plan (e.g. no double counting).
- Providing assurance for operational stability and effectiveness through the programme delivery cycle.

In addition members (depending on the area they represent) provide and commit to:

- Understanding and managing the impact of change.
- Benefits estimating and realisation.
- Owning the resolution of programme risks and issues.
- Resolving dependencies.
- Representing and integrating local strategy and operational plans with the strategy.
- Supporting the application of and compliance with operating standards, etc.

Service Manager - Environment and Energy -

Ensures that the programme's projects and programme activities are properly organised, reported on and tracked in order to deliver the programme goals. Responsibilities include-

- Day to day management of the programme from 'identification' to 'closing'.
- Planning and designing the programme and proactively monitoring its overall progress, reporting the progress at regular intervals to the SRO, managing and resolving risks and issues.
- Monitoring the programme's budget and the expenditures and costs against benefits that are realised as the programme progresses.
- Maintaining overall integrity and coherence of the programme and developing and maintaining the programme environment to support each individual project within it.
- Effective coordination of the projects and their interdependencies.
- Ensuring that the delivery of products or services from projects meets programme requirements, within time budget and quality.
- Facilitating the appointment of individuals to the project delivery teams and ensuring maximum efficiency in the allocation of resources and skills within the projects dossier.
- Managing third party contributions to the programme.
- Managing the communications with stakeholders.
- Initiating extra activities and other management interventions wherever gaps in the programme are identified or issues arise.

Environment and Energy Team -

Support all services and individuals within the Council to deliver this strategy and to provide direct outcomes from some of the major. Responsibilities also include-

- Securing buy-in and commitment - win 'hearts and minds' of colleagues through regular communication and involvement in change activities.
- Ensuring the development and ownership of benefit profiles and the benefits realisation plan.
- Ensuring the capability described by the strategy will deliver the programme benefits.
- Maintaining people's focus on realising beneficial change.
- Monitoring business performance.
- Assuring business stability in transition.
- Tracking benefit and outcome achievement.
- Embedding post-programme benefit realisation/measurement.

Carbon Change Managers -

Middle Managers within the organisation identified within each service area, responsible for raising awareness, monitoring, implementation and delivery of the strategy within their service area.

Policy Manager -

Assist in changing the way the organisation works to ensure the strategy is heeded and delivered across all services and at all levels within the organisation. Stakeholder assessment and advocacy within the project team; ensuring the appropriate consideration of stakeholders views are reflected in the delivery of the strategy.

Community Planning Carbon Practitioners Group

Liaison between the practitioners dealing with carbon reduction within each community planning partner organisation to share knowledge and learning and seek opportunities for efficiencies and partnering in projects. Where possible this will be done through existing groups to avoid duplication.



REPORT

To: Infrastructure Committee

01 February 2011

From: Head of Roads
Infrastructure Services Department

EMERGENCY PROCUREMENT OF ROCK SALT – WINTER 2010

1 Introduction

- 1.1 The purpose of this report is to inform Members that additional salt supplies were obtained from the Scottish Salt Group, which involved ordering outwith the agreed procurement method for salt, which is through a Scotland Excel framework contract.
- 1.2 The Scottish Salt Group is the organisation set up by the Scottish Government, to assist in the procurement and distribution of salt stocks in the event of a nationwide emergency situation.

2 Link to Council Priorities and Risk

- 2.1 The Roads Winter Service is responsible for the gritting or clearing of snow from roads and footways.
- 2.2 There was a risk that, without the salt obtained from the Scottish Salt Group, our salt supplies would run out resulting in impairment to the safety of road users and subsequent closures/difficulties etc to schools, businesses and the like.

3 Background

- 3.1 In recent years rock salt was provided from Cleveland Potash Ltd, who were awarded the contract for supplying rock salt in 2006 after winning following a tendering exercise.
- 3.2 Shetland Islands Council is a member authority of Scotland Excel. During 2010, Scotland Excel carried out a tendering exercise for the Supply of Rock Salt to Scottish Local and Public Authorities, with the result that Cleveland Potash Ltd were awarded the framework to supply Shetland.
- 3.3 The Roads Service ordered a supply of rock salt in the autumn of 2010, before the previous direct contract with Cleveland Potash expired, bringing up our reserve to 9270 tonnes, which is approximately the quantity required in a normal winter. It was recognised that there might need to be another order placed for rock salt, to supplement the stock pile, prior to the end of the winter.

- 3.4 Salt was ordered from Cleveland Potash on 29 November 2010, under the Scotland Excel contract, as soon as it was realised that we were in a prolonged and early cold spell and our salt stocks had fallen to 6500 tonnes. The problem was that, not only was the snow greater than expected, it was also far earlier than our normal cold period. Delivery of salt can normally be made within 10 to 15 days of an order being placed, but in this case estimates for our order from Cleveland Potash went from Christmas, to the New Year, to mid to late January and was likely to continue to slip back further. With the usage rates at the time (monitored daily), we were likely to run out of salt by early to mid January, with no guarantee of when supply, under the Scotland Excel contract, could be made.
- 3.5 In response to the national situation, the Scottish Government had set up the Scottish Salt Group, which was co-ordinating the supplies of rock salt throughout Scotland. During the week before Christmas, the Scottish Salt Group contacted the Council to say that a 2700 tonne boat load of salt was being delivered to Scotland, and it could be made available to the Council and delivered direct to Lerwick if required.

4 Action Taken

- 4.1 The Head of Roads discussed the situation with the Acting Executive Director of Infrastructure Services (in the absence of the Executive Director), and together agreed that since our salt reserve was likely to run out before it could be replenished under the Scotland Excel contract, and due to the urgency of the situation, we should take up the offer from the Scottish Salt Group, as it was the only option for sourcing salt quickly.
- 4.2 A supply of Salt was delivered to Shetland at Christmas, and was offloaded on Boxing Day. At the time of writing this report in mid January the estimated volume of salt stockpiled in Shetland is approximately 3000 tonnes.

5 Financial Implications

- 5.1 The cost of salt is met from the Winter Service budget GRY 6721 1222. That code has an annual budget of £170,000, with £106,114 of that spent by the end of December. However, that excludes the salt from the Scottish Salt Group referred to above, as we have not been invoiced for that yet.
- 5.2 The cost of the salt supplied at Christmas through the Scottish Salt Group will be substantially higher than if it had been supplied through the Scotland Excel contract. That, along with the increased quantities of salt we require this winter, means that this budget will be exceeded. If possible, money will be vired from other budgets, but we will be discussing that with Finance staff when we have firm figures available.
- 5.3 On 14 January 2011 the Scottish Government announced that it is to give £15 million, shared out between Scottish Local Authorities, to deal

with urgent repairs on local roads, and cover the extra cost of winter roads maintenance arising from the very harsh winter we have had so far. While we do not yet know what Shetland's share of this will be, it will help offset the extra cost of salt referred to above, and hopefully will also be sufficient to make some contribution to the significant repairs needed to roads damaged by frost.

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 Standing Order H2(d) relating to Tenders and Contracts states, "There shall be exempted from the provision of these Standing Orders any contract for the supply of goods or materials or for the provision of services or for the execution of works which, in the opinion of the appropriate Director are urgently required for the prevention of damage to life or property and any contract exceeding the five times factor of the *de minimis* sum shall be reported to the appropriate Committee as soon as possible thereafter."

7 Recommendation

- 7.1 I recommend that Members note the action taken, using the exemption allowed in paragraph H2(d) of the Council's Standing Orders relating to Tenders and Contracts, to purchase salt from the Scottish Salt Group at a price which will exceed five times the *de minimis* sum, without going through a formal procurement process.

Report Number: RD-01-11-F



REPORT

To: Infrastructure Committee

1 February 2011

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

TRAFFIC REGULATION ORDERS, ETC. ANNUAL PROGRESS REPORT

1. Introduction

- 1.1 The purpose of this report is to inform the Infrastructure Committee of the Traffic Orders etc. made in the past year and to provide an overview of the progress of those that are currently being promoted. An annual report is required in particular to let Members know what Orders etc. have been promoted or made under delegated authority.
- 1.2 The report also informs the Committee of the progress made and findings to date of the review of the existing speed limits on Shetland's A and B class roads.

2. Links to Council Priorities and Risk

- 2.1 The actions detailed in this report are required to meet the Principles of the Shetland Transport Strategy, particularly those of Accessibility and Inclusion, Accountability, Efficiency, Compliance and Environmental Responsibility. The report is presented under our requirement to be Accountable.
- 2.2 Since this report is for noting only, no new risks should arise from it.

3. Completed Permanent Traffic Orders etc. (By Community Council Area)

The following Orders have been made and/or introduced since February 2010:

Lerwick North

SIC (St Olaf Street, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in February 2010 with the space marked on site shortly thereafter.

SIC (King Harald Street, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in February 2010 with the space marked on site shortly thereafter.

SIC (Hillhead, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in May 2010 with the space marked on site shortly thereafter.

SIC (St Olaf Street, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in October 2010 but the application of road markings must be done in dry conditions so it is unlikely that the lines will be in place before March 2011.

SIC (Voderview, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in October 2010 but the application of road markings must be done in dry conditions so it is unlikely that the lines will be in place before March 2011.

SIC (Lerwick Port Authority) (Parking Places for Disabled Persons' Vehicles) Order 2010:

Requested by the Lerwick Port Authority following the coming into force of the "Disabled Parking Places (Scotland) Act 2009." This Act requires that road authorities enter into formal agreements with the owners of "off-street" car parking areas that enable designated disabled parking in these areas to be enforced by the Police. It was made in December 2010 and the necessary signs will be installed in the near future.

SIC (Various Roads, Lerwick) (Prohibition and Restriction of Waiting) (Variation No 6) Order 2010:

This order will introduce double yellow lines on the inside of a bend at Norstane and at the junction of Burnside and Ladies Drive where parked vehicles are obstructing visibility. An objection was received to the latter lines but this was withdrawn after agreement was reached with the objector by reducing the extents of the lines. The order was made in September 2010 but as the application of road markings must be done in dry conditions it is unlikely that the lines will be in place before March 2011.

Lerwick South

SIC (Brevik Cottages, Burgh Road, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the cottages. The order was made in June 2010. However, before the parking place was marked on site the Roads Service was informed that it was no longer required. This parking place has been included in the revocation order that is currently being promoted.

SIC (Knab Road, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in June 2010 with the space marked on site shortly thereafter.

SIC (South Commercial Street, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in March 2010 with the space marked on site shortly thereafter.

SIC (Haldane Burgess Crescent, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in October 2010 but the application of road markings must be done in dry conditions so it is unlikely that the lines will be in place before March 2011.

SIC (South End, Lerwick) (20 MPH Speed Limit) Order 2010 & Knab Road, Lerwick: Proposed Road Humps:

The Community Council requested this order and traffic calming scheme during the consultation process for a 20 mph speed limit at the school. They were concerned at the excessive speed of vehicles on roads that are located out with the extents of the original proposal so the final version was amended to include Twageos Road and Gressy Loan. There were 3 formal objections to this order so the matter was reported, for decision, to the meeting of this Committee held on 31 August 2010 (Minute Reference 72/10). The Committee approved the implementation of the 20 mph limit on all the lengths of road included in the finalised version of the order. The construction of two pairs of speed cushions on Knab Road was also approved. The order was made in October 2010. The works have been ordered from our contractor and they are programmed for the school's Easter holiday.

SIC (Breiwick Road, Etc, Lerwick) (20 MPH Speed Limit) Order 2010 & Breiwick Road and St Olaf Street, Lerwick: Proposed Road Humps:

This order will introduce an additional 20 mph speed limit in the residential area bounded by Scalloway Road/Annsbrae and Breiwick

Road. It was promoted following a request from residents and the Anderson High School's Parent Council. There were 4 formal objections to these proposals mainly due to the number of road humps that were to be provided. Therefore, the matter was reported, for decision, to the meeting of this Committee held on 31 August 2010 (Minute Reference 72/10). The Committee approved the implementation of the 20 mph limit on all the lengths of road included in the order. However, the number of speed cushions to be provided was reduced from seven to two pairs. These are to be located at the upper end of Breiwick Road near its junction with Knab Road. The order was made in October 2010. The works have been ordered from our contractor and they are programmed for the school's Easter holiday.

SIC (Various Roads, Lerwick) (Prohibition and Restriction of Waiting) (Variation No 6) Order 2010:

This order in its original form would have introduced double yellow lines at Stout's Court and Knab Road. The lines at Stout's Court were requested by the Council's Cleansing Service to assist the refuse vehicle with manoeuvring from South Commercial Street. However, these lines were removed from the order following objections from a resident who was of the opinion that the loss of parking outweighed any inconvenience to the Cleansing Service driver. The lines at Knab Road are required to improve traffic flow at the beginning and end of the school day. There were formal objections to the yellow lines on Knab Road but their implementation was approved at the meeting of this Committee held on 31 August 2010 (Minute Reference 72/10). The order was made in September 2010 but as the application of road markings must be done in dry conditions it is unlikely that the lines will be in place before March 2011.

SIC (Bell's Place, Lerwick) (Stopping Up) Order 2010:

This order was promoted following a request of the residents of Bell's Place. They contacted the Roads Service regarding an issue with the parking area at Bell's Place that was being used by members of the general public despite their deeds stating that the parking area was for their sole use. The car park had been built under construction consent meaning that on its completion it became a public road. Therefore, the only way to prohibit its use by the general public was to stop it up and remove the "public right of passage" over the car park. The order was promoted without any objections being received and made in July 2010. The residents met the cost of the advertisements required during the consultation process.

Scalloway

SIC (Gibblestone Road, Scalloway) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in October 2010 but the application of road markings must be

done in dry conditions so it is unlikely that the lines will be in place before March 2011.

Gulberwick, Quarff and Cunningsburgh

SIC (North Heathery Park, Gulberwick) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in March 2010 with the space marked on site shortly thereafter.

Tingwall, Whiteness and Weisdale

SIC (Various Roads, Strand, Tingwall) (30 and 40 MPH Speed Limits) Order 2010:

This order was made following a request from Tingwall, Whiteness and Weisdale Community Council. They were of the opinion, following the introduction of the variable 20 mph limit outside the school, that the existing 30 mph limit at Strand should be increased to 40 mph. The physical characteristics of this length of road and the housing density on either side are such that when applying the national guidelines a 30 or 40 mph limit is equally applicable. The order was promoted and made, in February 2010, without any objections being received. However, a number of complaints were received from the public on installation of the 40 mph signs. The decision was then taken to promote an order that would re-introduce the 30 mph speed limit (see below).

SIC (Various Roads, Strand, Tingwall) (30 MPH Speed Limit) Order 2010:

This order re-introduced the 30 mph limit on the road outside Tingwall Primary School and revoked the previous order that had introduced the 40 mph speed limit. This order was made in May 2010 with the 40 mph signs being replaced with 30 mph signs shortly thereafter.

SIC (Hoove Road, Whiteness) (Stopping Up) Order 2010:

This order was made following a request from a developer who wished to re-align the existing road to avoid an area between his property and outbuildings. The order was made in August 2010 and the road stopped up on completion of the alternative route.

Burra and Trondra

SIC (B9074 East Voe and Trondra Bridge) (40 MPH Speed Limit) Order 2010:

This order extended the existing speed limit on the East Voe Road over the Trondra Bridge. This extension was requested by Burra and Trondra Community Council to address safety concerns regarding the bridge parapet obstructing visibility of vehicles on the bridge. The order

was made in May 2010 with the required signs being installed in November 2010.

Nesting and Lunnasting

SIC (Queeness Road, Vidlin) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in June 2010 with the space marked on site shortly thereafter.

Delting

SIC (Leaside, Firth) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The order was made in January 2010 with the space marked on site shortly thereafter.

Yell

SIC (Linkshouse Road, Mid Yell) (Prohibition of Waiting) Order 2009:

Yell Community Council requested this order, which introduces double yellow lines at the Linkshouse Junction in the area of the care centre. The order was made in May 2010 and the lines marked on site shortly thereafter.

SIC (A968 Ulsta, Yell) (30 MPH Speed Limit) Order 2010:

This order was approved by the Infrastructure Committee on 15 June 2010 (ref 45/10), and made in September 2010. The required signage, including "countdown" signs, was installed in December 2010.

Other Areas

No Orders were made in a particular area if it is omitted from the above list.

4. Permanent Traffic Orders etc. in Progress (By Community Council areas)

The following Orders are currently being promoted. The procedures for making most of the permanent Orders are enclosed in Appendix 1.

Lerwick North

SIC (Queens Place, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2011:

Requested by a disabled person resident in the area. The final stage of the consultation process ended on 10 December 2010.

SIC (Bruce Crescent, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2011:

Requested by a disabled person resident in the area. The final stage of the consultation process ended on 14 January 2011 with two formal objections received. The applicant has subsequently applied to Social Work for the provision of an "off-street" parking place in their garden. Social Work's decision will determine how this order is progressed.

SIC (Various Roads, Lerwick, Hamnavoe and Aith) (Parking Places for Disabled Persons' Vehicles) Order 2011:

The "Disabled Parking Places (Scotland) Act 2009" requires road authorities to promote traffic orders for all advisory disabled parking places on their road network. Traffic orders have been promoted for Shetland's disabled parking places since 2002 so there are only a few of the advisory type remaining on our network. The advisory spaces on Lower Hillhead at the New Library, at Norstane and Burnside would be "formalised" by this order which is currently being checked by Legal Services.

SIC (Various Roads, Shetland) (Parking Places for Disabled Persons' Vehicles) (Revocation No 2) Order 2011:

A draft of this order is currently with Legal Services for checking. It would allow disabled parking places that are no longer required to be removed by revoking their traffic orders. This would include parking places on King Harald Street, Burgh Road, Queens Lane, North Lochside, Parkfield, St Sunniva Street and Old North Road.

Lerwick South

SIC (Various Roads, Lerwick, Hamnavoe and Aith) (Parking Places for Disabled Persons' Vehicles) Order 2011:

The "Disabled Parking Places (Scotland) Act 2009" requires road authorities to promote traffic orders for all advisory disabled parking places on their road network. Traffic orders have been promoted for Shetland's disabled parking places since 2002 so there are only a few of the advisory type remaining on our network. The advisory spaces on Burgh Road at Laburnum and Viewforth House would be "formalised" by this order which is currently being checked by Legal Services.

SIC (Various Roads, Shetland) (Parking Places for Disabled Persons' Vehicles) (Revocation No 2) Order 2011:

A draft of this order is currently with Legal Services for checking. It would allow disabled parking places that are no longer required to be removed by revoking their traffic orders. This would include parking places on St Olaf Street and Russell Crescent.

Bressay

SIC (Various Roads, Shetland) (Parking Places for Disabled Persons' Vehicles) (Revocation No 2) Order 2011:

A draft of this order is currently with Legal Services for checking. It would allow disabled parking places that are no longer required to be removed by revoking their traffic orders. This would include a parking place at Glebe Park.

Scalloway

SIC (Scalloway) (20 MPH Zone) Order 2007 and Craigpark Rd & Lover's Lane, Scalloway – Proposed Road Humps:

As part of the consultation with interested parties, a total of 225 questionnaires were sent out to each household in Scalloway that would be directly affected by the proposals. 51% of these were returned, with 67% in favour of the 20 mph zone with traffic calming on Craigpark Road/Lover's Lane, and 32% against the proposals. However, a public meeting held in May 2006 found that the majority of the small number in attendance were against the proposals. It was agreed at this meeting that the next step would be to measure vehicle speeds on Meadowfield Road and on Craigpark Road for a second time. This was done in May 2006 with the data from Craigpark Road again showing that the vehicle speeds are too high for it to be included in the 20 mph zone unless it is traffic calmed. However, the speeds on Meadowfield Road are low enough for it to be considered suitable for inclusion in the zone. The promotion of this order has been postponed because effort has been concentrated in introducing the 20 mph limits at schools. Since this project is nearing completion I intend to take this order to the formal consultation stage in the near future.

Tingwall, Whiteness and Weisdale

SIC (Haggersta to Cova) (Stopping Up) Order 2003:

This Order is required for the proposed Haggersta road improvement. It was referred to the Scottish Ministers for their determination on 21 February 2003. The Scottish Executive requested additional information in August and September 2003. The last of the information was sent in mid-December 2003 and we are awaiting their response. Further progress on this matter was most recently reported to this Committee on 23 November 2010 (min ref 101/10).

SIC (A971 Hellister, Weisdale) (Stopping Up) Order 2007:

The Order has been drafted and is awaiting approval from landowners before the consultation process begins. The Order would stop up an old unused section of the former A971, at the Loch of Hellister that became redundant following a 1980s road improvement, thereby allowing the solum of the old road to revert to the control of the landowners.

Burra and Trondra

SIC (Various Roads, Lerwick, Hamnavoe and Aith) (Parking Places for Disabled Persons' Vehicles) Order 2011:

The "Disabled Parking Places (Scotland) Act 2009" requires road authorities to promote traffic orders for all advisory disabled parking places on their road network. Traffic orders have been promoted for Shetland's disabled parking places since 2002 so there are only a few of the advisory type remaining on our network. The advisory space at Hulsidale, Hamnavoe would be "formalised" by this order which is currently being checked by Legal Services.

Dunrossness

SIC (Dunrossness Primary School) (30 MPH Speed Limit) Order 2011:

Traffic counters were placed on site this past summer to measure the existing vehicle speeds and enable an assessment to be made of the suitability of the road for a 30 mph limit. Unfortunately, one of the counters had a fault so did not record the necessary information. A counter will be installed here in March 2011 to rectify this and, depending on the results, the promotion of this order may begin later that month.

Nesting and Lunnasting

SIC (Quee Ness Road, Vidlin) (20 MPH Speed Limit) Order 2011 and Quee Ness Road, Vidlin: Proposed Road Humps:

A consultation process for the speed limit and altered traffic calming scheme ended on 13 August 2010 with no objections to the order or traffic calming being received. The order was made in January 2011 and the works are programmed for the school's summer holidays.

SIC (Stendaal, Nesting) (Parking Place for Disabled Person's Vehicle) Order 2010:

Requested by a disabled person resident in the area. The final stage of the consultation process ended on 7 January 2010.

Delting

SIC (Sullom Voe Terminal Road) (30 MPH Speed Limit) Order 2011:

This speed limit was requested by the Terminal's Safety Officer to reduce the speed of vehicles on the road that serves the terminal buildings and car parks. The formal consultation process ends on 14 January 2011, there have been no objections to date.

Aithsting and Sandsting

SIC (Various Roads, Lerwick, Hamnavoe and Aith) (Parking Places for Disabled Persons' Vehicles) Order 2011:

The "Disabled Parking Places (Scotland) Act 2009" requires road authorities to promote traffic orders for all advisory disabled parking places on their road network. Traffic orders have been promoted for Shetland's disabled parking places since 2002 so there are only a few of the advisory type remaining on our network. The advisory spaces at Wirligert and Whitelaw Road, Aith would be "formalised" by this order which is currently being checked by Legal Services.

Walls and Sandness

SIC (Hurdiback Road, Papa Stour) (Stopping Up) Order 2011:

The Post Office and phone box are no longer located at the end of the Hurdiback road meaning it is no longer required by or used by many members of the general public. Therefore, the Roads Service agreed to a request to promote an order to remove the "public right of passage." The consultation period for this order ended on 26 November 2010. There was a single formal objection but this has been resolved so the order will be made in the near future.

Other Areas

No Orders are being promoted in a particular area if it is omitted from the above list.

5. 20 MPH Speed Limits at Schools.

5.1 20 MPH Limits Installed Recently

The following speed limits have been completed since the last "20 MPH Speed Limits Progress Report" in November 2009.

Whiteness School. Part-time limit installed in July 2006. The community subsequently sought additional side-road signs. One of these was installed at Clach-na-Strom at the end of 2006. A further sign at the junction of the A971 with the Noostigarth road was installed in September 2010 as part of a scheme to replace the adjacent existing street lighting in Clach-na-Strom.

Happyhansel School. Part-time limit, its installation was completed in August 2010.

Nesting School. Part-time limit, its installation was completed in October 2010.

North Roe School. Part-time limit, its installation was completed in August 2010.

Aith Junior High School. Part-time limit, its installation was completed in December 2010.

5.2 20 MPH Limits Still to be Completed

Mid Yell Junior High School. The works order has been placed with our contractor and was due to commence some time ago. However, uncertainty regarding the final layout of the new school's access and car park prevented the work from going ahead. This work is now complete so the installation of the part-time speed limit can be done later this year.

Anderson High School. see SIC (South End, Lerwick) (20 MPH Speed Limit) Order 2010 and Knab Road, Lerwick: Proposed Road Humps in paragraph 3.2 above.

Bells Brae (A969). The consultation process for the traffic order was completed without any formal objections to the part-time limit being received. The order was made in April 2009 and the works order 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 with their water main works occupied this stretch of the A969 for a lengthy period. A property developer and SHEAP were also working in the road here until quite recently. This limit will now be installed in March or April 2011.

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. Gardentown Road has been surveyed and the design is complete. Therefore, the part-time speed limit is likely to be in place before the end of this financial year.

Olnafirth School. The installation of the signs etc for this limit is complete apart from the final wiring of the signs in the lighting columns. This work will be done when weather permits.

Sandness School. Scottish & Southern Energy has identified the location of a suitable electricity supply for each sign and I have obtained the necessary permissions from landowners to lay the supply cables to the signs. The works orders have been placed with our contractors.

Lunnasting School. See SIC (Quee Ness Road, Vidlin) (20 MPH Speed Limit) Order 2011 and Quee Ness Road, Vidlin: Proposed Road Humps in paragraph 4.1 above.

5.3 20 MPH Limits Still to be Completed

The following table is a summary of progress to date on the implementation of these speed limits:

	Permanent	Part-Time	Total
Installed:	9	15	24
Contractor on site:	0	1	1
Works Ordered:	2	3	5
In Preparation:	0	0	0
Delayed:	0	0	0

6. Temporary Traffic Regulation Orders, etc.

- 6.1 During the course of 2010 a total of 39 Temporary Orders were made for road closures, speed limits, etc. These were to allow works to be carried out safely by ourselves, utilities and others, and to allow various events to take place.

7. Review of Shetland's Existing Speed Limits

7.1 Background

In August 2006 the Scottish Government published new guidance on setting local speed limits (Circular 01/2006). The guidance included a request to "review formally the speed limits on all Class A and B roads in your area by 2011, in accordance with the new guidance." This matter was previously reported to the Infrastructure Committee on 2 February 2010 (Min Ref 10/10) prior to the start of the review process.

7.2 Review Process

The Society of Chief Officers of Transportation in Scotland (SCOTS) has published further guidance on how to undertake the review. The first step is to split the route into links. The terminal points should be features such as significant junctions, existing changes in speed limit and ends of settlements where a potential reduced speed limit may be justified. These links are then assessed to determine whether they are urban or rural in nature.

7.3 Rural Assessment Process

The setting of speed limits on rural roads is dependent on the nature of the road and its surroundings although existing vehicle speeds and accident figures are also an important consideration. Therefore for each rural link the traffic flow and mean vehicle speed is measured. The accident rate per million vehicle kilometres is then calculated using the Police accident records from the past 3 years. The recommended speed limits can then be determined from the following list:

- 60 mph: high quality strategic roads with few bends, junctions or accesses, the current mean speed should be below 60 mph but above a lower limit and the accident rate is below 35 injury accidents per 100 million vehicle kilometres;
- 50 mph: lower quality strategic roads which may have a relatively high number of bends, junctions or accesses, the current mean speed should be below 50 mph or the accident rate above 35 injury accidents per 100 million vehicle kilometres;
- 40 mph: where the current mean speed is below 40 mph or where there is a high number of bends, junctions or accesses, substantial development, where there is a strong environmental or landscape reason, or where the road is used by considerable numbers of vulnerable road users;
- 30 mph: should be the norm in villages (a village being defined as 20 houses adjacent to a road length of 600 metres).

8. Financial Implications

8.1 There are no financial implications arising from this report.

9. Policy and Delegated Authority

- 9.1 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.
- 9.2 Authority was delegated to the Executive Director, Infrastructure Services to promote permanent Traffic Orders, etc, and the Executive Director also has delegated authority to make Traffic Orders and to provide traffic calming measures when no objections have been received at public consultation stage. The Executive Director is however required to report to Committee any Orders made. When there are objections the matter must be referred to the Committee, which has delegated authority in this situation (Roads & Transport min ref 04/98).
- 9.3 Authority is delegated to the Executive Director of Infrastructure Services or his nominee to make temporary Orders, etc. (Roads & Transport Min Ref 78/92).
- 9.4 Authority is delegated to the Executive Director of Infrastructure Services or his nominee to promote Compulsory Purchase Orders where they are a consequence of a decision to construct the relevant works (Roads & Transport Min Ref 53/96), and are in line with the revised policy on Compulsory Purchase Orders (Infrastructure Committee Min Ref 95/09).

10. Recommendation

10.1 I recommend that the Committee note the contents of this report.

Report Number: RD-02-11-F

Procedures for the making of Permanent Traffic Orders

The Procedures are Governed by the 'Local Authorities Traffic Orders (Procedure) (Scotland) Regulations 1999'

1. Draft Order, notice and advertisement prepared by Roads Service and checked and revised by Legal Services as necessary.
 2. Roads Service writes to interested parties, organisations, and statutory consultees enclosing a copy of the proposed Order stating that any comments must be received within 28 days
 3. Roads Service will then consider any comments received and will amend proposals if appropriate. If it is not appropriate to make changes, a letter will be written to the consultee seeking to allay their concerns. This letter is copied to Legal Services.
 4. The Order is advertised in the Shetland Times and a notice posted on site. The advert is undersigned by the Executive Director of Infrastructure Services. A formal notice is also sent to those previously consulted at 2 above, not later than the date of the newspaper advert. The period specified for objections to be lodged must be not less than 28 days after the date of the advert.
 5. If there are no objections to the advertised Order, it will then be made as per paragraph 10 below.
 6. If an objection is received, the Roads Service will write to the objector providing further information if appropriate, and requesting that the objection be withdrawn. This letter is copied to Legal Services.
 7. Should there be a formal objection that is not withdrawn, a draft report to the Infrastructure Committee is prepared by Roads Service, which is checked and revised by Legal Services
 8. The Infrastructure Committee will consider the report and may decide to either: -
 - a. Make the Order as advertised, despite objections, or
 - b. Make an Order that applies a lesser restriction than was advertised, or
 - c. Not make any order at all.
- If the decision is to proceed with an Order, it will then be made as per paragraph 10 below.
9. For certain Orders, if there are objections to them, they have to be referred to the Scottish Government for the consent of Scottish Ministers before they can be made. If that were necessary, a letter to the Scottish Government would be written by Roads Service following a "resolution" by Committee but checked and revised by Legal Services. A public hearing may require to be held. Should the Scottish Government confirm the proposal the Order will proceed.
 10. Order signed by Executive Director of Infrastructure Services and returned to Legal Services for safe keeping.
 11. Roads Service advertise a notice of the making of the Order in the Shetland Times and send copies of Order to emergency services, etc.



REPORT

To: Infrastructure Committee

1 February 2011

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

Report No: F-009-F

**Infrastructure Revenue Management Accounts
General Ledger and Reserve Fund
For the Period 1 April 2010 to 31 December 2010**

1. Introduction

- 1.1 The purpose of this report is to provide Members with an overview of the financial position on the Infrastructure Services General Ledger and Reserve Fund revenue management accounts for the first 9 months of 2010/11.
- 1.2 This report will also highlight the position with regard to savings identified and predicted outturn variances.

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. Risk Management

- 3.1 This is an information report so there are no risks associated with the recommendation.

4. Background

- 4.1 The revenue management accounts are presented to the Corporate Management Team on a monthly basis to monitor the Council's overall financial position.
- 4.2 The financial data in this report includes employee costs; operating costs (property, supplies & services, administration, transport and agency payments); transfer payments (grants); and income (fees and charges, grant funding and rents).

- 4.3 All appendices show the annual budget, year to date (YTD) budget, YTD actual and YTD variance. It is the YTD variances, which are referred to within this report. The YTD budget is derived from setting a budget profile, which estimates when spending will occur or income will be received. The YTD variance shows how actual activity has varied from the YTD budget.

5. Financial position on the General Ledger (inc Support/Recharged)

- 5.1 Appendix 1 shows the position by service area and subjective category. There is an overall overspend of £16k against year to date budget to the end of period 9.

- 5.2 Appendix 2 sets out the position by cost centre and service area.

- 5.3 A summary of the main overspends against YTD budgets (over £50k) is:

- Landfill Income - reduction in income of £78k due to the decline in drill cuttings received for landfill in relation to the current downturn of North Sea drilling production.
- Roads Patching Operations and Winter Service - overspend of £71k due to the severity of the winter weather in 2009/10.
- Roads Winter Service - overspend of £101k due to the long period of frost and snow during the past few months.
- Special Needs School Transport - overspend of £60k on bus contract costs due to higher than expected demand for this service.
- Laxo Terminal, Toft Terminal, MV Filla & MV Linga - overspends of £310k due to vessel and terminal incidents that are the subject of insurance claims.

These YTD overspends are offset by underspending across Infrastructure Services, primarily on staffing budgets and property costs.

- 5.4 To date three significant variances totalling £573k have been identified which are predicted to overspend against full year budgets set, as follows:

- £69k overspend on Roads Service Patching Operations due to the severe winter weather in 2009/10.
- £143k overspend on Transport Service ferry vessel fuel costs due to the increase in fuel prices since 2010/11 budget setting.
- £365k overspend on Transport Bus Services due to the increase in indexation on the bus contracts and contract extensions since budgets were set.

Also, dependent on the severity of the rest of the winter there is potential for an overspend on the Winter Service as a higher than normal proportion of the budget has already been used to date. The Scottish Government have

announced a £15m package of additional funding for Local Authorities with regard to the effect of the severe weather on roads which will hopefully offset any increased costs. The proportion of funding for Shetland Islands Council is £243k.

6. Financial position on the Reserve Fund

- 6.1 Appendix 3 shows the position by service area and subjective category. There is an overall underspend of £108k (40%) against budget to the end of period 9.
- 6.2 Appendix 4 sets out the position by cost centre and service area.
- 6.3 The variance is due to underspending on Planning Services grant programmes where it is difficult to predict when grant payments will be made.
- 6.4 No significant variances have been identified to suggest that the outturn position will not be in line with budgets set.

7. Financial Implications

- 7.1 The General Ledger is overspent against the YTD budget at period 9 by £16k for the reasons stated in 5.3 above. Three predicted full year overspend variances have been identified to date totalling £573k.
- 7.2 The Reserve Fund is underspent against the year to date budget by £108k. This underspend position is due to budget profiling variances and is not an indication of savings.
- 7.3 As reported in the Head of Finance's Estimates Report in February 2010 (SIC Min Ref 15/10), in order to meet the financial policy target of a draw on Reserves of £2m on the General Fund revenue budget there is an overall budget saving requirement of £9.9m across the Council for 2010/11.
- 7.4 To date a total savings contribution of £1,274k has been committed by Infrastructure Services to the corporate budget saving requirement, as follows:

Service Area - Description of Budget Reduction	One-Off for 2010/11 or Ongoing Saving	£
Directorate & Administration - general efficiency savings	One-off	15,250
Transport Service - increased ferry fares	Ongoing	39,363
Roads Service - increased income on Scord Quarry	One-off	115,000
Roads Service - general efficiency savings	One-off	4,800

Environment & Building Services - reduction in repairs & maintenance	One-off	80,000
Environment & Building Services - reduction in Private Sector Housing Grant	One-off	862,996
Environment & Building Services - general efficiency savings	One-off	55,036
Planning Service - general efficiency savings across service	One-off	101,496
Total		1,273,941

8. Conclusion

- 8.1 The General Ledger and Reserve Fund revenue management accounts show that Infrastructure Services overall are generally on target against budget as at period 9 (April - December) after savings of £1,274k have been removed to offset the corporate savings requirement referred to at 7.3 above.
- 8.2 Three significant variances totalling £573k have been identified which are predicted to overspend against full year budgets, as detailed in paragraph 5.4 above.

9. Policy & Delegated Authority

- 9.1 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.

10. Recommendation

- 10.1 I recommend that the Infrastructure Committee note this report.

Report No: F-009-F
Ref: GJ/HKT/BR

Date: 21 January 2011

INFRASTRUCTURE SERVICES 2010/11 - PERIOD 9**1 April to 31 December 2010**

<u>Revenue Expenditure by Service</u>	Annual Budget £	Year to Date Budget £	Year to Date Actual £	Year to Date Variance (Adverse)/Favourable £
Directorate	798,917	590,876	559,144	31,732
Environment & Building Services	6,419,077	5,076,444	4,900,056	176,388
Roads	6,970,271	5,455,738	5,318,770	136,968
Transport	15,174,781	10,770,147	11,296,005	(525,858)
Planning	1,933,262	1,182,548	1,017,768	164,780
INFRASTRUCTURE SERVICES TOTAL	31,296,308	23,075,753	23,091,743	(15,990)

<u>Revenue Expenditure by Subjective</u>	Annual Budget £	Year to Date Budget £	Year to Date Actual £	Year to Date Variance (Adverse)/Favourable £
Basic Pay	10,148,754	7,605,825	7,614,494	(8,669)
Overtime	1,465,613	1,045,067	1,096,244	(51,177)
Other Employee Costs	4,144,427	3,009,787	2,871,453	138,334
Employee Costs (sub total)	15,758,794	11,660,679	11,582,191	78,488
Travel & Subsistence	634,642	460,031	411,143	48,888
Property Costs	6,740,055	5,343,457	5,167,754	175,703
Other Operating Costs	14,023,047	9,874,003	10,092,035	(218,032)
Operating Costs (sub total)	21,397,744	15,677,491	15,670,932	6,559
Transfer Payments (sub total)	999,175	383,891	362,811	21,080
Income (sub total)	-6,859,405	-4,646,308	-4,524,191	(122,117)
INFRASTRUCTURE SERVICES TOTAL	31,296,308	23,075,753	23,091,743	(15,990)

INFRASTRUCTURE SERVICES 2010/11 - COST CENTRE DETAIL - PERIOD 9

1 April to 31 December 2010

Description		Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
		£	£	£	£
SRY0000	Infrastructure Directorate	201,111	150,012	161,693	(11,681)
SRY0001	Infrastructure-Recruitment Ex	60,500	42,926	26,869	16,057
SRY0400	Infrastructure Administration	537,306	397,938	370,582	27,356
Directorate		798,917	590,876	559,144	31,732
GRY5101	Landfill Disposal Site	129,011	234,298	204,218	30,080
GRY5102	Waste to Energy Plant	817,824	860,865	789,996	70,869
GRY5103	Anti-Litter	6,112	4,584	6,894	(2,310)
GRY5104	Material Recycling Facility	0	0	4,819	(4,819)
GRY5113	Burial Ground Operations	434,976	328,689	297,372	31,317
GRY5129	Waste Prevention	68,419	81,657	98,580	(16,923)
GRY5131	Kerb Scheme	112,366	63,489	48,056	15,433
GRY5133	Glass Re-use	62,636	35,656	37,000	(1,344)
GRY5137	Zero Waste Fund Redetermination	50,000	50,000	0	50,000
GRY5140	Environmental Management	12,335	0	8,123	(8,123)
GRY5150	Energy Management	17,074	12,808	3,848	8,960
GRY5201	Public Toilets	176,469	141,561	140,752	809
GRY5211	Street Cleansing General	392,515	287,183	276,138	11,045
GRY5221	Refuse Collection General	857,042	623,767	654,930	(31,163)
GRY5223	Refuse Collection Outer Isle	40,897	32,121	20,578	11,543
GRY5224	Skip Contract	-42,933	-25,305	-25,804	499
GRY5225	Com Council Skip Contract	110,381	88,864	92,489	(3,625)
GRY5229	Grounds Maintenance	201,062	179,680	171,859	7,821
GRY5301	Metrology	41,077	24,067	31,127	(7,060)
GRY5401	Environmental Protection	-11,348	-9,090	-10,787	1,697
GRY5403	Housing	172	129	-618	747
GRY5404	Pest Control	8,848	6,166	-8,639	14,805
GRY5407	Animal Health	965	724	1,743	(1,019)
GRY5408	Food Hygiene	-15,276	-11,456	-8,145	(3,311)
GRY5414	Hsng Multiple Occ Project	0	0	171	(171)
GRY5415	Private Sector Housing Grants	610,063	330,931	330,931	0
GRY5423	Landlord Registration	-344	-258	-2,077	1,819
GRY5424	A.S.B/N.S.W	214,019	177,754	170,572	7,182
GRY5425	Shellfish Monitoring	0	14,827	17,875	(3,048)
GRY5427	Private Water Supplies Grants	0	0	-2,267	2,267
GRY5428	CLA Breeders Scheme	0	0	228	(228)
GRY5429	Wir Community, Wir Choice Leas	0	0	18,358	(18,358)
SRY5000	Head of Environment	98,505	73,272	75,591	(2,319)
SRY5100	Environment & Energy Service	204,975	138,408	141,475	(3,067)
SRY5200	Cleansing Services	149,916	112,031	112,685	(654)
SRY5300	Trading Standard Service	196,675	141,663	138,752	2,911
SRY5400	Environmental Health	449,658	335,658	318,636	17,022
SRY5402	Licensing Standards Officer	16,073	11,960	14,143	(2,183)
SRY5500	Building Service Manager	69,775	52,185	52,124	61
SRY5501	Tech/Man Supp-Building Service	301,156	221,524	215,501	6,023
SRY5502	Social Care-Testing & Fees	80,360	71,560	81,920	(10,360)
SRY5503	Education-Testing & Fees	280,399	210,560	219,270	(8,710)
SRY5504	Offices-Testing & Fees	95,187	52,341	50,797	1,544
SRY5505	Asbestos Management	53,309	39,409	43,394	(3,985)
SRY5506	Safety Surfacing	35,355	14,146	5	14,141
SRY5507	Rural Care Homes Testing&Fees	93,372	68,016	67,442	574
Environment & Building Services		6,419,077	5,076,444	4,900,056	176,388
					0
GRY6501	Grass Cutting/Weed Control	63,599	63,599	63,974	(375)
GRY6511	Drainage Maintenance	321,835	263,993	260,454	3,539
GRY6521	Traffic Signs	71,910	64,323	110,046	(45,723)

GRY6531	Road Markings & Cats Eyes	227,701	184,954	186,922	(1,968)
GRY6541	Roads Sweeping	60,749	45,562	44,774	788
GRY6551	St Lighting-Maintenance&Energy	325,649	234,233	196,279	37,954
GRY6552	Christmas Lighting/Trees	13,850	12,950	3,052	9,898
GRY6555	Routine Maintenance General	0	0	682	(682)
GRY6601	Localised Reconstruction	399,523	372,300	373,764	(1,464)
GRY6605	Patching	400,017	399,380	478,687	(79,307)
GRY6611	Resurfacing	986,584	711,385	593,408	117,977
GRY6615	Footpath Maintenance	75,021	45,269	45,387	(118)
GRY6625	Surface Treatments	650,500	650,375	650,500	(125)
GRY6635	Drainage Improvements	86,201	27,360	21,587	5,773
GRY6645	Verge Maintenance	123,971	69,927	50,157	19,770
GRY6655	Crash Barriers & Railings	43,373	23,017	4,823	18,194
GRY6665	Minor Improvements	42,028	21,576	12,089	9,487
GRY6675	Streetlighting (Renewals)	42,796	32,097	25,644	6,453
GRY6681	Sea Defences	19,164	10,076	987	9,089
GRY6685	Structures (Ret Walls)	18,762	18,762	1,784	16,978
GRY6691	Structures(Bridges & Culverts)	54,479	54,479	24,823	29,656
GRY6692	Cattlegrids	98,430	52,939	16,065	36,874
GRY6695	Structural Maintenance General	14,803	14,803	12,525	2,278
GRY6701	Road Authority Functions	6,877	5,658	18,001	(12,343)
GRY6711	Surveys & Inspections	48,964	43,301	72,461	(29,160)
GRY6721	Winter Service	1,292,513	936,786	952,283	(15,497)
GRY6731	NRSA Functions	563	414	-3,792	4,206
GRY6741	Road Safety	2,040	1,530	1,708	(178)
GRY6761	Roads Asset Management	56,800	40,550	35,507	5,043
SRV6000	Head of Roads	175,677	130,832	123,834	6,998
SRV6100	Roads Network	469,691	350,473	360,053	(9,580)
SRV6200	Roads Design	281,366	205,854	206,115	(261)
SRV6300	Maintenance	406,265	303,793	316,469	(12,676)
SRV6400	Laboratory	88,570	63,188	57,717	5,471
Roads		6,970,271	5,455,738	5,318,770	136,968

					0
GRY7201	Air Services General	730,273	501,603	563,829	(62,226)
GRY7202	Air Services Fair Isle	15,000	0	0	0
GRY7203	Air Services Foula	12,602	12,602	12,985	(383)
GRY7205	Air Service Skerries	10,094	10,094	9,989	105
GRY7206	Airstrips	0	0	186	(186)
GRY7207	Tingwall Airstrip	172,923	125,505	138,282	(12,777)
GRY7208	Scatsta Airstrip	-31,964	-28,698	-6,999	(21,699)
GRY7209	Baltasound Airstrip	23,089	20,323	25,206	(4,883)
GRY7221	Taxi Licensing	-6,528	-7,358	-1,508	(5,850)
GRY7231	Bus Services General	7,565	5,674	12,153	(6,479)
GRY7232	Bus Services Whalsay	2,249	-12,364	-5,826	(6,538)
GRY7233	Lerwick Bus Station	49,548	40,671	57,167	(16,496)
GRY7234	Bus Shelters	2,070	2,895	4,706	(1,811)
GRY7235	Belmont - Saxa Vord	45,123	30,082	33,001	(2,919)
GRY7236	Lerwick Town Bus	46,819	31,213	33,366	(2,153)
GRY7237	Lerwick Hillswick	146,065	97,377	95,869	1,508
GRY7238	Lerwick - Laxo	54,876	36,584	56,374	(19,790)
GRY7239	Lerwick - Mossbank	139,500	93,000	104,379	(11,379)
GRY7241	Lk - Scalloway - Burra	65,608	43,739	59,846	(16,107)
GRY7242	Lerwick - Sumburgh	118,158	62,958	71,749	(8,791)
GRY7244	Westside Mainline	74,986	74,606	104,599	(29,993)
GRY7245	Ulsta-Gutcher-Cullivoe	84,857	55,964	62,869	(6,905)
GRY7246	Ulsta - M Yell - W Sandwick	30,121	16,031	12,509	3,523
GRY7247	Westside Feeders	91,845	61,505	44,610	16,895
GRY7248	Concessionary Fares	1,500	1,000	693	307
GRY7249	NPP Rural Transport Solutions	0	0	6,857	(6,857)
GRY7251	Other Tport Vehicle R & M	1,617	1,213	1,213	0
GRY7252	School Transport	1,591,442	1,081,797	1,128,400	(46,603)
GRY7253	Sp Needs School Transport	257,351	178,475	262,712	(84,237)
GRY7254	Social Work Transport	128,064	84,581	98,187	(13,606)
GRY7255	Rural Transport	248,740	165,827	195,091	(29,264)
GRY7256	Fuel Account - Administration	0	0	50	(50)

GRY7257	Fleet Mgmt-Plant & Vehicle Hir	0	0	1,800	(1,800)
GRY7258	Education/SRTTransport	29,993	22,495	13,839	8,657
GRY7502	STP Admin Costs	28,335	78,366	74,857	3,509
GRY7601	Bressay Service	474,516	353,249	369,761	(16,512)
GRY7602	Fair Isle Service	154,020	115,290	101,602	13,688
GRY7603	Fetlar Service	254,139	187,806	198,121	(10,315)
GRY7605	Papa Stour Service	188,957	141,441	123,787	17,654
GRY7606	Skerries Service	454,155	335,933	396,229	(60,296)
GRY7607	Unst Service	705,832	522,210	510,783	11,427
GRY7608	Whalsay service	1,181,644	861,953	880,262	(18,309)
GRY7609	Yell Service	1,148,463	841,960	770,484	71,476
GRY7610	Community Runs	33,500	22,333	12,369	9,964
GRY7701	Foula Ferry Contract	506,381	377,354	329,187	48,167
VRV7295	Fleet Management Unit	3,172	86,801	105,810	(19,009)
VRV7296	FMU Fuel	-28,376	-18,800	-6,547	(12,253)
VRV7297	FMU-Vehicle Hire	9,302	-3,245	197	(3,442)
VRV7620	Lerwick Terminal	13,654	9,949	9,246	703
VRV7621	Bressay Terminal	16,481	10,314	5,482	4,832
VRV7622	Grutness Terminal	7,098	3,692	1,878	1,814
VRV7623	Fair Isle Terminal	8,693	4,204	3,072	1,132
VRV7624	Hamarsness Terminal	21,143	12,933	15,344	(2,411)
VRV7627	West Burrafirth Terminal	8,858	5,941	4,532	1,409
VRV7628	Papa Stour Terminal	8,743	5,593	5,793	(200)
VRV7629	Skerries Terminal	7,228	4,259	2,804	1,455
VRV7630	Gutcher Terminal	16,213	10,685	7,623	3,062
VRV7631	Belmont Terminal	21,705	14,427	5,207	9,220
VRV7632	Laxo Terminal	11,366	8,570	88,851	(80,281)
VRV7633	Symbister Terminal	18,034	10,746	12,119	(1,373)
VRV7634	Vidlin Terminal	11,210	7,859	4,657	3,202
VRV7635	Toft Terminal	48,479	43,490	132,497	(89,007)
VRV7636	Ulst Terminal	54,273	27,529	13,859	13,670
VRV7661	MV Bigga	401,806	317,118	313,654	3,464
VRV7662	MV Snolda	120,075	85,244	91,193	(5,949)
VRV7663	MV Fivla	242,255	177,499	126,292	51,207
VRV7665	MV Geira	262,300	100,380	84,101	16,279
VRV7666	MV Good Shepherd	85,250	40,414	45,613	(5,199)
VRV7668	MV Hendra	318,467	128,009	108,903	19,107
VRV7670	MV Leirna	262,343	198,937	250,047	(51,110)
VRV7672	MV Thora	126,802	94,781	88,722	6,059
VRV7673	Linga	603,918	291,917	377,683	(85,766)
VRV7675	Filla	392,001	307,862	400,476	(92,614)
VRV7676	MV Daggri	678,623	508,546	443,388	65,158
VRV7677	MV Dagalien	593,834	463,440	436,188	27,252
VRV7690	Sellaness Store	37,686	25,396	14,754	10,642
VRV7695	Ferries Engineering Service	383,317	284,921	246,933	37,988
SRV7000	Head of Transport	89,759	67,396	62,773	4,623
SRV7200	Transport Planning & Support	143,844	107,198	120,352	(13,154)
SRV7210	Air Bus & Fleet	61,924	46,444	54,910	(8,466)
SRV7600	Ferry Operations Manager	766,133	588,375	611,371	(22,996)
SRV7610	Ferry Service-Cadets	73,640	44,034	40,606	3,428
Transport		15,174,781	10,770,147	11,296,005	(525,858)
					0
GRV8002	Marine Devt Planning Permissio	-34,267	-34,267	-39,482	5,215
GRV8003	Local Review Body	0	0	10,000	(10,000)
GRV8101	Building Control	-237,450	-235,587	-283,962	48,375
GRV8201	Planning Control	-186,150	-148,892	-163,181	14,289
GRV8301	Planning Policy	0	0	-712	712
GRV8304	Access Paths Improvements	47,877	24,855	20,682	4,173
GRV8305	Town Centre Regeneration	344,970	45,258	36,497	8,761
GRV8404	KIMO International	-32,975	0	0	0
GRV8409	Map Extract Service	-120	-90	-898	808
GRV8410	FFL Scotland	-6,975	-5,231	1,090	(6,321)
GRV8411	Ranger Service	43,751	43,751	43,751	0
SRV8000	Head of Planning	156,035	116,651	73,426	43,225
SRV8100	Building Standards	299,389	214,185	202,557	11,628

SRV8200	Development Management	457,599	346,256	350,146	(3,890)
SRV8300	Development Plans	403,580	302,311	265,994	36,317
SRV8400	Heritage	401,560	303,252	294,467	8,785
SRV8401	GIS Technical Design & mapping	128,144	99,629	100,257	(628)
SRV8500	Marine Development	148,294	110,467	107,134	3,333
Planning		1,933,262	1,182,548	1,017,768	164,780
					0
INFRASTRUCTURE SERVICES TOTAL		31,296,308	23,075,753	23,091,743	(15,990)

INFRASTRUCTURE SERVICES 2010/11 - PERIOD 9

1 April to 31 December 2010

<u>Revenue Expenditure by Service</u>	Annual Budget £	Year to Date Budget £	Year to Date Actual £	Year to Date Variance (Adverse)/Favourable £
Environmental Health	200,000	98,644	90,031	8,613
Planning	242,692	172,167	73,138	99,029
INFRASTRUCTURE SERVICES TOTAL	442,692	270,811	163,169	107,642

<u>Revenue Expenditure by Subjective</u>	Annual Budget £	Year to Date Budget £	Year to Date Actual £	Year to Date Variance (Adverse)/Favourable £
Basic Pay	0	0	0	0
Overtime	0	0	0	0
Other Employee Costs	0	0	0	0
Employee Costs (sub total)	0	0	0	0
Travel & Subsistence	400	300	3,945	(3,645)
Property Costs	0	0	0	0
Other Operating Costs	51,292	44,217	16,027	28,190
Operating Costs (sub total)	51,692	44,517	19,972	24,545
Transfer Payments (sub total)	391,000	226,294	143,131	83,163
Income (sub total)	0	0	66	(66)
INFRASTRUCTURE SERVICES TOTAL	442,692	270,811	163,169	107,642

INFRASTRUCTURE SERVICES 2010/11 - COST CENTRE DETAIL - PERIOD 9	1 April to 31 December 2010
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<u>Description</u>		Annual	Year to Date	Year to Date	Year to Date
		Budget	Budget	Actual	Variance
		£	£	£	(Adverse)/Favourable
					£
RRY5001	Fuel Poverty Grant Scheme	200,000	98,644	90,031	8,613
Environment		200,000	98,644	90,031	8,613
RRY8003	NAFC Marine Management	9,610	9,610	0	9,610
RRY8381	Area Regeneration Res Fund	30,700	23,025	3,013	20,012
RRY8383	Coastal Protection	44,000	20,400	5,283	15,117
RRY8481	KIMO Policy	7,000	5,250	4,394	856
RRY8482	Nuclear Policy	21,382	19,382	15,008	4,374
RRY8486	Env Improve/Cons	100,000	79,500	45,440	34,060
RRY8488	Natural Heritage	30,000	15,000	0	15,000
Planning		242,692	172,167	73,138	99,029
INFRASTRUCTURE SERVICES TOTAL		442,692	270,811	163,169	107,642



REPORT

To: Infrastructure Committee

1 February 2011

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

MINUTES OF THE SIC NUCLEAR POLICY CO-ORDINATION GROUP

1 Introduction

1.1 Shetlands 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 and Risks

2.1 This report fulfils Council priorities of protecting and maintaining its unique and important natural environment.

2.2 There are no risks associated with this report.

3 Proposal

3.1 At the meeting of the SIC Nuclear Policy Co-ordination Group on the 22nd 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 **Recommendation**

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

Report Number : PL-04-11-F



**Meeting of Nuclear Policy Co-ordination Group –
Thursday, 9th of September 2010, Grantfield Conference Room.**

Minutes

Present:

Mr John Mouat (Chairman), Mr Chris Bunyan, Cllr Iris Hawkins, Cllr Rick Nickerson, Cllr Jonathan Wills, Cllr Jim Henry, Mr Stephen Cooper, Mr Iain McDiarmid, Ms Marie Robertson, Ms Hannah Bateson.

Apologies:

Mr Gordon Greenhill, Cllr Laura Baisley, Mr Austin Taylor

Item 1 – Welcome & Apologies

Mr Mouat welcomed everyone to the meeting and the apologies were noted.

Item 2 – Consider and approve draft minutes from previous meeting – Friday, 2nd July 2010. The minutes were approved.

(i) Matters Arising:

Cllr Nickerson requested that 'one billion' be changed to 850 million and 'places' to cities (P3 – item (b) NFLA).

Action: Marie Robertson – done

Mr Mouat informed the group that he had received a response from SEPA concerning radioactivity monitoring at Dounreay and had been informed that there had been monitoring in the past but that they found no issues of concern. Mr Mouat went onto say that he had also received a response from SOTEAG regarding radioactive monitoring in Shetland and none is undertaken. Mr Bunyan thought it might be an option to see if a bird species known to pass through Dounreay and Shetland could be tested. Cllr Wills agreed to contact Mr Huebeck regarding which migratory birds visit both Caithness and Shetland.

Action: Cllr Wills

Mr Mouat went onto intimate that a response had been received from Mr Richard Lochhead in regard to the waste consultation for Torness and the Councils comments on the Scottish Governments lack of a low level waste policy. Mr Bunyan commented that it sounded like the point of the letter was being avoided and agreed to draft a reply. Mr Mouat agreed to forward him the letter.

Action: John Mouat/Chris Bunyan

Item 3 – New Issues

(i) Managing Naturally Occurring Radioactive Material (NORM) Waste in Shetland.

At the request of the group, Mr Stephen Cooper, Head of Service, Environment and Building Service, attended the meeting to discuss options for dealing with (NORM) waste in Shetland in relation to offshore decommissioning. Mr Cooper intimated that he would also forward to Mr John Mouat details of recent sampling undertaken regarding radioactivity monitoring at the Lerwick landfill site and went onto say that whilst it could not be expected to have a completely zero reading, there was nothing being sent to landfill and no concerns. The group went onto discuss a variety of issues concerning monitoring of radioactivity in the landfill such as what were the sources i.e. fire alarms, safe levels, regular testing and the costs.

Action: Mr Stephen Cooper (Sample results)

Reports (Verbal)

(a) Nuclear Policy Advisor

Mr Chris Bunyan went onto update the group on variety of issues, which included a Nuclear Decommission Authority consultation, transport protests and risks being ignored by the Ministry of Defence.

Details of the NDA Consultation due to run until the 24th of November, can be found at www.nda.gov.uk/news/strategy-consultation.cfm. Mr Bunyan commented that the strategy did include Dounreay but that they would need to include the seabed as part of the end state. Mr Bunyan agreed to draw up a response.

Mr Bunyan queried whether the group wished to be involved with regard to nuclear transportation protests concerning shipments of steam generators from Canada to Sweden. Mr Mouat commented that he had not had time to pursue and Cllr Nickerson queried how many shipments were being referred to. Mr Bunyan said he would clarify the number of shipments and forward on details to the group. Cllr Hawkins said she would also raise the issue at the next KIMO UK group meeting to be held in Edinburgh on the 10th of September 2010.

Mr Bunyan then highlighted to the group that the Ministry of Defence have seemingly ignored significant risks in their emergency plans for nuclear submarine bases at Faslane and Coulport. Defence firm Serco have been requested to examine its emergency plans that 'excluded sabotage, terrorism, civil unrest and acts of war'.

The group went onto to discuss the shipments of uranium fuel to the US by air from Wick Airport. The group agreed that this was unacceptable and Mr Bunyan suggested drafting a letter to send directly to Simon Middlemas.

Action: Mr Bunyan - Done

Cllr Henry left the meeting (1145)

(b) Nuclear Free Local Authorities (NFLA)

Cllr Nickerson informed the group that he had not been able to attend any recent meetings and would not be able to attend the next meeting either, which is due to be held on the 16th of September 2010.

Cllr Wills left the meeting (1155).

(c) Dounreay Stakeholders Group (DSG)

Cllr Nickerson went onto say that he had liaised with Cllr Steve Heddle, from Orkney, regarding attendance of the DSG meetings and they have agreed to keep each other up-to-date by producing a summary of the meetings when they have

attended. Cllr Nickerson commented that he did not think he would be able to attend any meetings this year and that June Love was aware of the situation.

(d) KIMO

Mr Mouat went onto mention that a paper submitted to OSPAR Radioactive Substances Committee had not been discussed but that the UK Head of Delegation was going to raise this and Mr Mouat will circulate any conclusions received. Cllr Nickerson stressed how important it was to be engaging in OSPAR RSC again and considered that KIMO needed to redevelop their credentials with Norway, Iceland and Ireland.

(e) Committee on Radioactive Waste Management (CoRWM)

Nothing to report.

(f) Nuclear Decommissioning Authority (NDA)

Cllr Nickerson informed the group that he had to cancel attending the last meeting held due to illness. At present NDA are renewing their stakeholder process. (See also item (a) Nuclear Policy Advisor).

(g) Scottish Committee on Radioactive Substances (SCCORS)

Cllr Hawkins attending her first meeting - 10th September 2010.

Item 4 – Attendance at Future Meetings

NFLA – 30th Anniversary & Policy Briefing – 3-5th of November 2010.

– Mayor of Hiroshima/Nagasaki attending.

NFLA – Irish Fourm, Fingal – 22nd October 2010 – JM giving presentation.

DSG – 15th September, 8th December 2010.

DSG AGM – 9th March 2011.

Item 5 – Future Consultations

NDA – High Level Waste

Item 6 – AOCB

Cllr Nickerson informed the group that he would be presenting a motion to the Council regarding the 65th Anniversary of Hiroshima.

Cllr Hawkins raised concerns regarding attendance at meetings and Mr Mouat responded that was proving more difficult to fit everything in with an increasing workload. After some discussion amongst the group Cllr Hawkins queried whether it would be possible to receive a summary of the main points discussed at meetings where no one was in attendance. Mr Bunyan suggested Sean Morris regarding NFLA information and it was agreed that CoRWM and NDA issues would be moved

to Mr Bunyan's report. Cllr Nickerson commented that he would raise the issue of getting draft minutes from the NFLA.

Cllr Nickerson went onto query how best to make sure that nuclear items are included in the development plan. Mr McDiarmid responded by saying that the group could write to him or Hannah Nelson stating that they would like to see policy statements kept in the new plan. Mr Mouat agreed to circulate existing policies and see if anything needed to be changed before putting forward to the Planning Department. This item is to be included on the Agenda for the next Nuclear Policy Coordination Group meeting to be held in November 2010.

Action: John Mouat

Date and time of Next meeting

Friday, 19th of November 2010 at 1100, Grantfield Conference Room.



REPORT

To: Infrastructure Committee

1 February 2011

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

MINUTES OF THE KIMO CO-ORDINATION GROUP

1 Introduction

1.1 As Shetlands 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 and Risk

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 Shetlands Islands Council.

2.3 There are no risks associated with this report.

3 Proposal

3.1 At the meeting of the KIMO Co-ordination Group on the 22nd 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 Recommendation

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

Report Number : PL-03-11-F



**Meeting of the KIMO Co-ordination Group
Thursday 9th September 2010 – Conference Room - Grantfield**

Minutes

Present:

Mr John Mouat (Chairman), Councillor Iris Hawkins, Ms Hannah Bateson, Councillor Jonathan Wills, Councillor Josie Simpson, Councillor Jim Henry, Mr Iain McDiarmid, Mr Rick Nickerson, Marie Robertson.

Apologies:

Mr Austin Taylor, Mr Gordon Greenhill, Councillor Gary Robinson, Councillor Laura Baisely, Ms Sally Spence.

1. Welcome & Apologies

Mr Mouat welcomed everyone to the meeting and apologies were noted. Mr Nickerson requested that it be noted that he was attending the meeting as a consultant and not as a Councillor.

2. Consider & approve draft minutes of 2nd July 2010.

Matters Arising.

(P2 July Draft Minutes) amend 'ahs' to ash.

Action: Marie Robertson. Done

Mr Mouat informed the group that the Ship-to-Ship consultation had been brought up with Alistair Carmichael MP at the last meeting and this was out for review on commercial grounds. Mr Nickerson went onto add that this had also been brought up with the Harbour Board and that the Shetland Islands Council would be sending a letter. Cllr Hawkins will also be raising the issue at the KIMO UK meeting. As yet a response has not been received from Alistair Carmichael. Mr Mouat agreed to forward a copy of Ship-to-Ship letter to Cllr Hawkins.

Action: Mr Mouat

The minutes were approved.

3. Review of KIMO activities.

Mr Mouat went onto update the group on recent activities and commented that there had not been many meetings during the summer but he had attended the OSPAR Radioactive Substances (RSC) meeting in July and that he felt it was important to go to the meetings as at the moment the balance there is pro-nuclear. A paper is being prepared for the KIMO Board and through NFLA it is hoped to get Irish support to raise the issues in Bergen at the OSPAR Ministerial Meeting.

Ms Hannah Bateson updated the group on the Economic Impacts of Marine Litter Report of which in-house printed copies are being prepared for Ministers attending the meetings in Bergen/KIMO AGM. During the past 10 years costs have increased and Ms Bateson highlighted the various economic costs to marine industries and local authorities. Mr Nickerson commented that this was an immense piece of work, which should be publicised as widely as possible and also distributed to Councillors. Councillor Wills conveyed the groups' appreciation to Ms Bateson and Mr Nickerson added that the work Ms Bateson had done showed the value of the Graduate Placement Scheme. At this point the group discussed the best way to proceed with press releases and Mr Mouat agreed to consult with Councillor Wills after the launch in Bergen.

Moving on Mr Mouat went onto say that a report by Client Earth regarding an analysis of EU legislation for deep sea oil spills, following the oil spill in the Gulf of Mexico, did not make good reading. It highlighted gaps in the legislation and while some do apply, they are weak and or very specific and compensation levels are also low. Cllr Wills mentioned that he would be attending the House of Commons to give evidence to the

select committee for Energy and Climate Change and would forward details to Mr Mouat. Mr Mouat added that KIMO would be developing a resolution with regard to the gaps in legislation and liability.

Action: Cllr Wills

4) Update of Fishing for Litter (FFL) and Project Targets.

Fishing for Litter Scotland & Fishing for Litter Southwest

Mr Mouat reminded the group that both the FFL Scotland and FFL South West projects were due to end in March 2011 and applications for future funding were being sent to the EU Fisheries Fund for both projects, which amounted to 60% of the total. At present Scottish Natural Heritage, whilst supportive of the project, has stopped funding all future projects. The outcome of the EU application should be available soon and Mr Mouat said he would keep the group up-dated. Mr Mouat added that that should the applications fail this impacted on Mr Pipers' position and would therefore also impact on KIMO International work.

At present the FFL Scotland 2008-11 project has dealt with a total of 183T and the FFL South West total is now up to 8T. Mrs Sarah Crosbie, FFLSW project coordinator is at present trying to achieve increased tonnages at Plymouth and Brixham harbours. Mr Nickerson queried if there were any tonnage figures available for the Isle of Man and Mr Mouat agreed to contact KIMO Coordinator, Martin Hall for information.

Mr Nickerson then proceeded to update the group on OSPAR Marine Litter activities and intimated that the guidelines had been approved and would be highlighted at the OSAPR Ministerial Meeting in Bergen. Mr Nickerson thanked Ms Bateson for all the work she had also put into the updating of the monitoring database and commented that 6 countries were contributing data. Analysis of the data has still to be resolved, statistical models have been challenged and at present there is still a need to get a model that all are comfortable with. A recommendation regarding Fishing for Litter will be put forward at the OSPAR Ministerial Meeting in Bergen as a measure to reduce marine litter. Mr Nickerson hoped that this might have impact on funding back in the UK and added that funding had been agreed for another year.

Action: John Mouat

5. Future Consultations

None

6. Attendance at Future Meetings

OSPAR Ministerial Meeting – Bergen, 20 - 24th September (JM, AdeH)
KIMO AGM – Palanga, 8 -10 October – (GG,IH,MR,JM)
International Council of the Seas (ICES) Marine Litter, November – (JM)
ICG Marine Litter, Texel, Netherlands – November (RN,JM)
HELCOM, November – to be attended by Jan Lundmark to reduce travel costs.
West Coast of Sweden Project, Brussels, November – (JM).

7. AOCB

Mr Mouat went onto cover the various preparations for the KIMO Conference/AGM and informed the group that talks were being given by:

- Mr Andrius Kairys - Lithuanian Environmental Minister, regarding the legal requirements for coastal management in Lithuania.
- Mr Sergeij Suzdalev – University of Klaipeda on the problems of coastal erosion in the Lithuanian coastal zone.
- Monika Stankiewicz - HELCOM Deputy Secretary, concerning HELCOM and the Baltic Sea Action Plan.
- Suzie Wilks - Client Earth, on International and EU regulation of oilrigs and other offshore activities.
- Laure Chapuis – DG Move on the review of the EU Port Waste Reception Directive.

At the AGM on Sunday, four resolutions will be presented:

- KIMO Resolution 1/10, Liability and Compensation from Deep Sea Oil Spills, presented by the Secretariat.
- KIMO Resolution 2/10, Inputs of Underwater Noise, presented by KIMO UK.
- KIMO Resolution 3/10, the use of nuclear power in the Maritime Sector presented by KIMO UK.
- KIMO Resolution 4/10, North Atlantic and Arctic Shipping Routes presented by KIMO Faroe Islands.

8. Date and Time of Next Meeting

19th of November 2010, Conference Room, Grantfield Offices – 0900-1030



MINUTE

‘A & B’

Inter-Island Ferries Board
Council Chamber, Town Hall, Lerwick
Friday 21 January 2011 at 10.00am

Present:

R S Henderson	L Baisley
A T J Cooper	J H Henry
A J Hughson	C H J Miller
F A Robertson	J G Simpson

Apologies:

R C Nickerson

In Attendance (Officers):

M Craigie, Head of Transport
K Duerden, Ferry Services Manager
K Main, Assistant Marine Superintendent
B Robb, Management Accountant
L Gair, Committee Officer

Chairperson:

Mr R S Henderson, Chairperson of the Board, presided.

Circular:

The circular calling the meeting was held as read.

Declarations of Interest

None.

Minute

The minute of the meeting held on 11 November 2010, having been circulated, was confirmed.

Members' Attendance at External Meetings

Nothing to report.

01/11 Urgent Repairs to M.V.Thora

The Board noted a report by the Ferry Services Manager, attached as Appendix 1.

The Ferry Services Manager introduced the main terms of the report. In response to a query from Mrs C H J Miller, the Head of Transport advised that the life expectancy of the Leirna was part of the Fixed Link Strategy which would be developing a risk management strategy to minimise investment in Terminals and also to maintain vessels life while evaluating fixed links. He

said that at this stage he could not give a steer on what would be required for the vessels as that depended on the priority of the links, which would lead to a programme of works, which would be presented to Council.

Mr J G Simpson said that with regard to M.V. Thora, management had to proceed with this work but he was of the opinion that this was poor value for money and the vessel should have been scrapped some time ago. He said that he would welcome a report on the fixed link strategy as the Council was dealing with an ageing fleet and the report was needed, to give some direction. The Head of Transport advised that he would be presenting a report to Infrastructure Committee on 1 February 2011 on the proposed approach for the Fixed Link Strategy and if that is approved he expected to report again in more detail by the end of the summer.

02/11 **Ferry Services Operational Report**

The Board noted a report by the Ferry Services Manager, attached as Appendix 2.

The Ferry Services Manager introduced the main terms of the report and advised that the Assistant Marine Superintendent would provide a presentation on the project to establish Competency Appraisals for the Ferry Service sea staff, at the end of the meeting.

The Ferry Services Manager referred to 10.2 and advised that he had now received approval from the MCA and Lloyds for the proposed works to the M.V. Linga. He confirmed that the detailed design was now complete and this would be put out to tender. He said that the work would be carried out during the vessel's overhaul and once the work was complete the vessel would then revert to her full Passenger Certificate.

03/11 **Ferry Services Revenue Monitoring 2010/11**
Period 9 – 1 April to 31 December 2010

The Board noted a report by the Head of Finance, attached as Appendix 3.

The Management Accountant summarised the main terms of the report.

In response to a query from Mr A T J Cooper, the Ferry Services Manager advised that some of the insurance claims related to incidents in the previous year and it was hoped that the work would be concluded this financial year. However if the claim is concluded into the next financial year it is hoped that the funds would be accrued back. Mr Cooper said that some pressure should be placed on the insurance companies to ensure that the funds are received as soon as possible.

Mr Cooper referred to the overspend on fuel and said that it was good to see attempts had been made by Officers to find savings to alleviate the increased costs, and extended his appreciation.

Mr J G Simpson said that a lot of work was being done by the Financial Resources Member Officer Working Group and said that the Ferry Services budget would form part of that work. He asked what was being done to save money without affecting services. The Head of Transport said that in order to alleviate the fuel overspend the Ferry Service had rescheduled its planned

maintenance but that would have to be carried out in the future. He said that the purpose of the transport service is a socio economic requirement and a risk assessment on the socio economic impacts was necessary to ensure that the service minimises any impacts.

Mrs L F Baisley referred to paragraph 5.3.2 and sought an explanation for the level of income on fares taken by Whalsay and Bressay services.

The Ferry Services Manager advised that when setting the budgets comparisons were made against income and not the number of fares taken. He said that assumptions were made based on information available at the time of setting budgets in 2009/10 but the information was not for a complete year. He noted however that some routes exceeded expectations. The Ferry Services Manager added that it was important to recognise the two types of reporting ie non vatable fares (mainly passengers and cars) and vatable fares (mainly commercial vehicles).

In response to a further query from Ms Baisley, the Ferry Services Manager advised that her concern regarding the non-collection of fares had been discussed with senior masters and staff had been reminded of their responsibilities in this duty. He asked however that should anyone be made aware that this is still a problem he asked that he be informed, in confidence, in order that this can be readdressed to ensure that fares are collected properly. The Ferry Services Manager also advised that he'd had discussions with the Audit Section about carrying out random ticket inspections, but at the moment there was no process for doing that effectively.

The Ferry Services Manager responded to a query from Mr R S Henderson regarding the funding for the cadet programme and advised that this funding had not reduced as the grant was based on the successful completion of courses and candidates had performed well in the exams this year.

Mrs C H J Miller expressed concern with regard to the decreased level of income noted in paragraph 5.3.2 and advised that she had been in contact with the Ferry Services Manager with regard to the figures and understood that a breakdown of the fares information was not readily available. She asked that this be rectified to allow future analysis from this point onwards and that information be recorded in a more accessible and meaningful manner.

Mr J G Simpson expressed his opinion that the reduced fares income for Whalsay was due to the lack of capacity and that young people were choosing to stay off island during the working week.

In discussing the fluctuations of passenger numbers and increase in fares, Mrs Miller asked if an inflationary increase would be unsustainable. The Head of Transport advised that before any changes are made to fares, consideration has to be given to the socio economic impacts and explained that people's travel choices change when costs go up. He said that this could not be predicted on data alone and that speaking to people and using survey techniques would assess what the real changes would be.

Mrs Miller asked that the Community Councils be consulted and they be asked for suggestions on how money could be saved. The Head of Transport advised that the consultation formed part of this year's programme of work.

In response to a query from Mr A T J Cooper regarding the submission of more refined budgets estimates this year the Head of Transport advised that more staff are now in place and there is more understanding of the potential fluctuations relating to this budget and he hoped to provide more refined budgets.

Mrs Miller queried what subsidy was received from central government for the ferry service. The Management Accountant clarified that of the total spend on Ferry Services by Scottish Local Authorities, the Council spends 56%. The Scottish Government allocated funding for Ferry Services is approximately £13m in 2010/11 and therefore the Council gets the same proportion of allocation (ie 56%) of the £13m as its Grant Aided Expenditure, which amounts to approximately £7m. The remainder is divided between the remaining local authorities that have ferry services. The Head of Transport added that the subsidy received used to be calculated on historical figures but that is no longer done and therefore when the cost of delivering the service increases there is no increase in subsidy.

04/11 **Employee Competency, Appraisal Review and Development - Presentation by Assistant Marine Superintendent**

The Board received a presentation from the Assistant Marine Superintendent on Employee Competency, Appraisal Review and Development within the Ferry Services, slides attached as Appendix 4.

(Mr F A Robertson, Mr J G Simpson & Mr A T J Cooper left the Chamber)

The Chairperson thanked the Assistant Marine Superintendent for the presentation provided and invited questions from Members. Mrs C H J Miller asked if anyone had observed and appraised how the ferry crews operate during their regular alarm tests. The Assistant Marine Superintendent explained that he had personally observed this and said that the test had gone well.

Mr J H Henry commented that the key to this system was good communication with the sea staff. The Board agreed.

The meeting concluded at 11am.

Chairperson

MINUTE

“A & B”

Zetland Transport Partnership
Room 16, Islesburgh Community Centre, Lerwick
Monday 24 January 2011 at 10am

Present:

I J Hawkins	C H J Miller
R S Henderson	S Robertson
Dr S Taylor	A S Wishart

Advisers:

S Laurensen, Lerwick Port Authority

Apologies:

F A Robertson
J G Simpson, Development Committee
S Mathieson, Visit Shetland
J L B Smith, Sumburgh Airport Consultative Committee

In attendance (Officers):

M Craigie, Lead Officer
K Duerden, Ferry Services Manager
B Robb, Management Accountant
L Gair, Committee Officer

Chairperson

Mrs I J Hawkins, Chairperson of ZetTrans, presided.

Circular

The circular calling the meeting was held as read.

Declarations of Interest

None

Minutes

The minute of meeting held on 8 November 2011 was confirmed on the motion of Mrs C H J Miller, seconded by Mr S Robertson.

Members' Attendance at External Meetings

Mrs I J Hawkins and the Ferry Services Manager.	Naming Ceremony for M.V. Helliard, Orkney 17 January 2011.
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01/11

Lead Officer's Report

The Partnership considered a report by the Lead Officer (Appendix 1).

The Lead Officer summarised the main terms of the report and provided the following updates:

National Comprehensive Spending Review

The Lead Officer advised that the main issues to note were that the budget for Scottish ferry services covering the Northern Isles and the Clyde and Hebridean services has been increased and there should be no cuts in the Northern Isles ferry service this year, as a result of the Review. The lifeline service should remain the same and Highlands and Islands Airport Limited has received an increase in budget. The Lead Officer said that this increase should mean that there is less need for car parking charges at the airport, but he had no information on that.

The Partnership expressed its concern with regard to the £1.4m reduction in the air discount scheme funding and it is anticipated that this will be achieved through the exclusion of business related travel from the scheme. Members questioned how the exclusion of the business related travel could be monitored. In response to a query, Dr Taylor confirmed that the NHS staff travel would be affected but that the patient travel was not part of this exclusion. She confirmed that the NHS was making representation directly to the Scottish Government on this decision.

Mr A S Wishart said that it was important for ZetTrans to write to the MSP and the new Secretary for Transport in order to reflect the deep concern of the Partnership and the wider Shetland community. The Partnership agreed to this course of action and Members and Advisers were encouraged to also write separately on this matter.

Meeting with Aberdeen Harbour Authority

The Lead Officer explained that the message from the Aberdeen Harbour Authority was that they understood the importance of Shetland's contribution to the harbour's business. Plans to improve the harbour channel were shown and the eventual final detail would be influenced by the technicalities involved relating to the rock they find during investigations. He added that funding had been identified for the work and the project would progress when the time was right and the cost of the technical issues are known.

The Chairperson added that they had agreed to keep up dialogue and it was hoped that they would meet again in the spring.

Transport Strategy Refresh

The Lead Officer summarised a letter from the Scottish Government advising that there is no longer a legal obligation on Regional Transport Partnerships (RTPs) to fully renew Regional Transport Strategies every four years but that RTPs should concentrate on the delivery of the strategies and keep them under review. He went on to explain that officers are developing a programme of works for the year to refresh the strategy. The main areas being looked at are access to health care and redesign of the public transport network.

Mr R S Henderson moved that the Partnership approve the recommendations contained in the report, seconded by Mrs C H Miller.

02/11 **Zetland Transport Partnership – 2009/10 Audited Accounts and Audit Report**

The Partnership considered and approved a report by the Head of Finance, (Appendix 2), on the motion of Mrs C H J Miller, seconded by Mr S Robertson.

03/11 **Implementation of Shetland Transport Strategy**

The Partnership considered a report by the Lead Officer (Appendix 3).

The Lead Officer advised that the Service Manager – Transport, Planning and Support and the Transport Strategy Officer were currently involved in workshops as part of the Northern Periphery Programme and a tour of the Isles with representatives from Iceland, Sweden, Finland and Dumfries and Galloway. The purpose of the workshops, held over the weekend, was to explore and share experiences with other transport providers from remote areas.

The Lead Officer introduced the main terms of the report and the following updates were provided:

Skerries South Mouth: Authorised appointment of a contract has taken place and they will be working closely with Historic Scotland to establish approved working practices. Once this is complete then the final price for the project will be established and, if within budget, the go ahead will be given to carry out the works.

In response to a query from Mr A S Wishart, the Ferry Services Manager confirmed that the work being undertaken was for the benefit of the ferry and explained that there were tidal and other restrictions on using the South Mouth. He added that the improvements would give the ferry an alternative approach when northeasterly wind and swell prevent use of the main entrance.

Bressay Tunnel: This project is now part of the Fixed Link Strategy and a report on the delivery of the strategy will be presented to the next ZetTrans meeting. A socio economic study is currently out to tender and will examine the economic potential of fixed links compared to the continuation of ferry services on the four routes in question.

Sustainable Travel: The Transport Group of the Shetland Renewables Energy Forum group will meet on Thursday 27 January to set out what their aims are and their key priorities. Funding has been secured for the purchase of two electric vehicles, one of which is a mail van for the Council's internal mail service.

A member of the public has also been in contact regarding charging points in Shetland as he is in the process of purchasing an electric vehicle.

In response to a query from Mr R S Henderson, the Lead Officer advised that the Community Project had secured some money for an electric car in Fetlar and a meeting on Thursday would see how the Renewables Transport Group could support that. He said that it was a step closer but he could not guarantee when it would happen.

Scandinavian Ferry & Freighter Project: Work continues to persuade the Scottish Government to change the specification of next year's contract to include passenger capacity on the freight vessel, which will provide more capacity during the summer months.

Shetland External Transport Forum: The main topic from this meeting was the change of freighter schedule. This is being implemented today. The Lead Officer explained the one issue related to the use of the passenger vessel for freight to Orkney as a result of these changes and highlighted that passenger car capacity may be reduced on this leg of the journey. The Ferry Services Manager also explained in detail the arrival times of the freight vessels and indicated that on days the freight vessel calls at Kirkwall, she may arrive as late as 10am the following morning. The Partnership were advised that NorthLink and the Scottish Government were working to mitigate these issues.

Road Equivalent Tariff (RET): This pilot has been extended for a further period. The last meeting of the stakeholders was delayed and it is hoped that the Draft Final Evaluation report will be available for consideration at the next meeting.

Northern Isles Ferry Services Tender: Meetings of the Steering Group, Council Group and Operators' Group, attended by ZetTrans and Council, will be held in the next few weeks to discuss the consultation report.

Internal Public Transport: Attendance at the Transport Forums held in the North Isles and West Mainland in December were well attended during the day but less so in the evening. The Lead Officer advised that there had not been a good attendance from Unst and Fetlar and suggested that a more focussed meeting in Unst or Fetlar should be held to ensure that Officers can understand the issues they face. He said that this would be arranged in the next few weeks.

A meeting with bus operators would be held to discuss the pressure on transport costs. The Lead Officer said that an increase of 10-11% was due to an increase in fuel prices and a rise in inflation and this would need to be contained. He hoped that the bus operators would be able to help with addressing needs against resources issue.

In response to a query from Mr A S Wishart, the Lead Officer said that the immediate response to the increase in costs is to get more money from customers, but that would result in passengers making changes to their travel choices. He said that people choosing not to travel might lead to a risk of isolation and social deprivation. The Lead Officer explained the need to address these issues carefully.

04/11

Petition: Public Transport Service Provided on Bressay

The Partnership considered a report by the Service Manager – Transport Planning and Support (Appendix 4).

The Lead Officer introduced the main terms of the report and advised that it was intended that all transport services in Bressay would be looked at together and officers recognised that there was currently no meaningful public transport within

Bressay. He stressed however that these changes would be made within existing budgets, as there was no additional money available.

Mrs C H J Miller said that the Bressay community realised that there were budget constraints and suggested that the Lead Officer speak with the community to see what they want. She added that this work was needed sooner rather than later.

Mr A S Wishart moved that the Partnership approve the recommendations contained in the report, seconded by Mrs C H J Miller.

05/11

Note of Shetland External Transport Forum Meeting – 1 December 2010

The Partnership noted and approved the minutes of the Shetland External Transport Forum meeting held on 1 December 2010 (Appendix 5).

The meeting concluded at 10.40 a.m.

I J Hawkins
CHAIRPERSON