

## **Declarations of Interest**

Mr Cooper declared an interest in Item 9, “Management of Existing Investment”, and advised that he would vacate the Chair during that discussion.

## **Minutes**

The Committee approved the minutes of the meeting held on 13 June 2016 on the motion of Mr Henderson, seconded by Mr Stout.

The Committee approved the minutes of the meeting 29 August 2016 on the motion of Mr Robertson, seconded by Mr Cooper.

Subject to the following, the Committee approved the minutes of the meeting 31 August 2016 on the motion of Mr Fox, seconded by Mr Henderson.

- On the final page, at the second vote, it was noted that the amendment had been made by Mr Robinson, rather than Mr Henderson, as had been recorded in the minute.

### **39/16      Local Development Plan Update Report**

The Committee considered a report by the Executive Manager – Planning (DV-50-16-F), which provided an update on the next Shetland Local Development Plan (LDP2) and Supplementary Guidance.

The Team Leader – Development Plans and Heritage summarised the main terms of the report.

In response to questions, the Executive Manager – Planning explained that the Scottish Government has queried whether the Council’s submissions in terms of Placemaking and Aquaculture meet the requirements to be classified as Supplementary Guidance. In that regard, the Executive Manager advised that he would be providing further evidence and information to the Scottish Government to support the classifications as Supplementary Guidance.

In referring to Shetland being a lead Local Authority to pilot of the Place Standard toolkit, and to be a model, and an example of best practice, the Executive Manager – Planning advised from a recent communication from the Scottish Government that the Place Standard model will be the engagement toolkit for communities across Scotland. The Director of Development Services reported that 7 Locality Forum meetings will be arranged during October and November 2016, to present, discuss and analyse the information that came back from the Place Standard consultation which took place during June and July. He added that the invitations for these meetings will be sent out next week. A comment was made that considering the recent reports of consultation fatigue, the near 5,000 individual comments received during the Place Standard consultation was remarkable, and shows a genuine interest within the communities of Shetland.

In response to a question, the Team Leader – Development Plans and Heritage undertook to provide Mr Fox with an update from the Local Landscape Areas Working Group.

During the discussion, the Executive Manager – Planning reported on the challenges to recruit staff to the Service, but confirmed that the process to fill the

two vacant posts will start soon. He also advised on the pieces of work which had not formed part of their work programme that have put additional pressure on the team, however he said the Service was still committed to deliver the LDP2 on time. In response to comments from the Chair, it was confirmed that the report to Committee in February 2017 on the Development Plan Scheme, will provide detail on the delivery of the LDP2 within the timescale agreed.

**Decision:**

The Development Committee noted the programme and priorities in respect of the Local Development Plan 2 and Supplementary Guidance set out in the report.

40/16

**Knab Campus Development Brief**

The Committee considered a report by the Executive Manager – Planning (DV-51-16-F), which presented the final Knab Campus Development Brief following the formal consultation process.

The Team Leader – Development Plans and Heritage summarised the main terms of the report. She advised that the responses received that offered suggestions for future use of the site would not form part of the Development Brief, but would be used to inform the Master Plan for the site.

The Team Leader advised that the total of 25 responses received during the consultation was a good return. She confirmed that there will be further engagement with the public and stakeholders on the Master Plan, where an increased number of representations would be anticipated.

In response to a question relating to the public transport statement within the Development Brief, the Team Leader confirmed that all transport links will be reviewed as part of the process, and any change to service bus routes will depend on the use of the site.

In response to questions, the Team Leader advised that Architecture and Design Scotland (A&DS) have agreed to assist in the drafting of the Master Plan and in developing the design of the site. Mr Robertson commented on the importance for the site to be developed to a highest standard, where he said that the guidance from A&DS will be very helpful in that regard.

Concern was expressed at the comments in the Development Brief around the utilisation of the District Heating System at the site. The Director of Infrastructure Services advised on discussions that are taking place with Shetland Heat Energy and Power (SHEAP) in terms of expansion of the scheme, and on the recent announcement by the Scottish Government on an energy efficiency grant fund specifically targeted at the District Heating Scheme. The Executive Manager – Planning confirmed that the infrastructure at the site will be addressed further during the Master Plan process.

Mr Robinson moved that the Committee approve the recommendation in the report. Mr Fox seconded.

**Decision:**

The Committee **RECOMMENDED** that the Council resolve to adopt the Knab Campus Development Brief.

41/16

**Fuel Affordability Survey – Survey Results and Analysis**

The Committee considered a report by the Director of Infrastructure Services (EO-05-16-F) which presented the findings of the Fuel Affordability Survey undertaken by the Council in December 2015, and sought approval of the Fuel Poverty Action Plan.

The Director of Infrastructure Services summarised the main terms of the report. She reported that since 2013/14, Shetland has received £3.6m from the Scottish Government for fuel poverty schemes which has assisted 430 properties to date, and 60 further properties will be supported by the funding in this financial year.

A comment was made that local contractors had initially been reluctant to get involved to carry out the energy efficiency works, and it was questioned whether this was still the case. The Director of Infrastructure Services explained that contractors have to gain the PAS2030 standard in order to carry out the energy efficiency works which involves a significant paper trail and degree of bureaucracy, and this has deterred smaller companies to get involved. She advised however that the Scottish Government has recently undertaken consultation on what it might take to encourage local contractors to do more of the works. In that regard, she reported from Action No. 28, to explore possibilities, under the Council's overarching PAS2030 accreditation, for a process to be developed which would allow more energy efficiency works to be subcontracted to local installers.

Reference was made to the "primary water heating" and "room heating" graphs, where high percentage returns were noted in the 'Other' category. The Director of Infrastructure Services advised on the technicality of the questions in the self completion questionnaire, where residents may not have had a full understanding of the construction of their properties. She also suggested that residents with households with mixed heating may have found it difficult to answer certain questions. In that regard, she advised on the importance for staff to undertake inspections at the properties to determine the right approach to be taken to improve their efficiency.

During the discussion, the Director of Infrastructure Services advised on the objective of Action 23, to tackle fuel poverty by increasing household income through encouraging local employers to pay the full living wage. In response to a question in terms of contractors who win Council Procurement Contracts, the Director of Infrastructure Services advised that a piece of work could be done to look at procurement contracts and whether the successful companies are paying their employees a living wage. She undertook to feedback the outcome of that work to Members in due course.

In response to comments, the Director of Infrastructure Service advised on the nature of social housing, to have a lower household income and higher fuel poverty levels. She reported on the activity targeted at tenants in social housing in terms of advice on the use of heating and heating regimes and to lobby the use of pre-payment meters to address inequalities for households. In terms of any comparisons on fuel poverty in Shetland with other areas of Scotland, the Director of Infrastructure Services advised on the longer heating regime in Shetland compared to mainland Scotland, due to the weather. She added however, that

people do make choices whether they heat their home or to switch off their heating. The Executive Manager – Housing said that fuel poverty was also a big issue in the private sector stock. She referred to recent initiatives by the Scottish Government to meet energy efficiency standards, and in that regard advised that the work being done on the Energy Efficiency Standard for Social Housing 2020, in terms of income and climate, which she said, was not restricted to Council housing.

The Chair enquired on any initiatives to address energy efficiency of businesses in Shetland. The Director of Infrastructure Services advised on the issue of carbon reduction, and that a carbon tax will be placed on businesses. In that regard, she advised on the drive to encourage businesses to be more efficient with water and heating, and to access different grants and receive assistance with inspections to make them more energy efficient.

During the discussion, the Executive Manager – Housing advised that the report recently published by the Rural Fuel Poverty Task Force for the Highlands and Islands Area, will evidence the areas of fuel poverty in rural areas.

During debate, Mr Stout advised on the detailed debate at yesterday's Environment and Transport Committee, where the findings of the Fuel Affordability Survey had been very much welcomed, and will provide a useful tool for lobbying. He advised that the Action Plan covers a wide range of activity, where it is a matter to change culture and attitudes, and work in conjunction with the Carbon Management Plan, to address fuel poverty in Shetland. On the motion of Mr Stout, seconded by Mr T Smith the Committee approved the recommendation in the report.

#### **Decision:**

The Committee noted the Affordability Survey results and **RECOMMENDED** that the Policy and Resources Committee approve the implementation of the Fuel Poverty Action Plan.

## **MINUTE**

## **B - Public**

### **Development Committee**

**Room 16, Islesburgh Community Centre, Lerwick**

**Tuesday 4 October 2016 at 10am**

#### **Present:**

A Cooper	M Burgess
B Fox	R Henderson
A Manson	F Robertson
G Robinson	T Smith
M Stout	A Westlake

#### **Apologies**

None

#### **In Attendance (Officers):**

N Grant, Director of Development Services

M Sandison, Director of Infrastructure Services

D Irvine, Executive Manager – Economic Development

A Jamieson, Executive Manager – Housing  
I McDiarmid, Executive Manager – Planning  
S Shearer, Team Leader – Development Plans and Heritage  
W Grant, Project Manager  
S Keith, Project Manager  
P Sutherland, Solicitor  
L Adamson, Committee Officer

**Chair:**

Mr A Cooper, Chair of the Committee, presided.

The Committee stood while the Chair paid tribute to the late Mr Alvin Bashforth, who passed away on 8 August 2016. “Alvin Bashforth joined the Zetland County Council in 1974 as the last in a line of County Development Officers, prior to reorganisation in 1975. He was then appointed Deputy Director of the new Research and Development Department, a post he served in during the development of the oil industry in Shetland. During the 1980’s Alvin was a key figure in strengthening Shetland’s indigenous industries to meet the challenges and opportunities presented by the end of the first oil construction phase. He went on to become Director of Development in 1994 and held that post until his retirement in 2003. Alvin spent 29 years working for the Council and was a highly respected, very intelligent officer who had an in-built sense of fairness and a strong desire to make Shetland a better place”. The Chair proposed that an extract of the minute of this meeting would be forwarded to Alvin’s family”. The Committee concurred.

**Circular:**

The circular calling the meeting was held as read.

42/16      **Care Inspectorate Report on Housing Support Shetland**

The Committee noted a report by the Executive Manager – Housing (DV-46-16-F) which presented the findings of the Care Inspectorate’s short notice announced inspection of Housing Support Shetland carried out in May 2016 and published in July 2016.

The Executive Manager – Housing summarised the main terms of the report.

The Director of Development Services referred to the positive comments from the Care Inspectorate as outlined in the report, which he said were deserving of the good leadership and staff within the Service.

**Decision:**

The Committee noted the positive report received and that no corrective actions are required at this time.

43/16      **Audit Scotland – Supporting Scotland’s Economic Growth – The Role of the Scottish Government and its Economic Development Agencies**

The Committee noted a report by the Executive Manager – Economic Development (DV-47-16-F) which presented the Audit Scotland report “Supporting Scotland’s Economic Growth”, which was published in July 2016.

The Executive Manager – Economic Development summarised the main terms of the report.

The Director of Development Services advised on a related issue, that the Council, being an organisation with an annual salary bill of more than £3 million, will have to pay an apprenticeship levy from April 2017. He advised that the outcome of the Scottish Government's Review of Economic and Skills Organisations will provide further information, including how the levy will be delivered.

In response to questions, the Executive Manager – Economic Development advised on the expectation that the Scottish Government's Review of Economic and Skills Organisations will be published soon. He advised that the Council had been consulted during the Review, and he expected the Review will have picked up on the issues raised by Audit Scotland and their recommendations.

In response to a question, the Executive Manager – Economic Development reported that the Review would provide clarity on the roles of the enterprise companies, Skills Development Scotland and Scottish Funding Council.

**Decision:**

The Committee noted the key messages and recommendations contained in Audit Scotland's report

44/16

**Audit Scotland – Superfast Broadband for Scotland – A Progress Update**

The Committee noted a report by the Executive Manager – Economic Development (DV-49-16-F) which presented Audit Scotland's progress update on Superfast Broadband for Scotland.

The Executive Manager – Economic Development summarised the main terms of the report.

During the discussion, comments were made that the findings in the report relating to Shetland have come as no surprise, where the Scottish Government had not met its aspirations with only 14% of premises in Shetland having achieved 24 Mb/s. The solutions locally for fibre to the cabinet and connections to homes do not reach the broadband speeds that are aspired to, and therefore it is incumbent on the Council to look towards 4G and other technologies to reach the maximum coverage and next generation access. The Director of Development Services advised on the actions that he has already been tasked with, in terms of the lobbying strategy and to work up options, where he acknowledged the need for more time and resources in these areas.

In response to a question regarding opportunities to feedback concerns that the Scottish Government has not met their contractual obligations for Shetland, the Executive Manager – Economic Development reported that representation would have to be made directly to the Scottish Government as client for the project, rather than to Audit Scotland.

During the discussion, the Leader advised on the recent development, where Faroese Telecom has essentially being blocked by UK legislation, he questioned whether Faroese Telecom should be considered as the Internet Service Provider rather than Shetland Telecom, and to what extent can HIE can become involved. Mr Robinson moved that the Committee approve the recommendation in the report, and he proposed that the Council:

- Write to Ofcom to ensure Licensing Rounds are Island Proofed, in support of telecom providers, and follow that up at the Convention of the Highlands and Islands;
- Write to the Scottish Government in regard to their 100% coverage claim, in terms of their commitment to achieve 100% coverage within the timescale proposed; and
- Write to Business Energy and Industrial Strategy (BEIS) to seek Island Proofing on future Licensing Rounds

Mr Cooper seconded.

### **Decision:**

The Committee noted the key facts and messages contained in Audit Scotland's report, and agreed to:

- Write to Ofcom to ensure Licensing Rounds are Island Proofed, in support of telecom providers, and follow that up at the Convention of the Highlands and Islands;
- Write to the Scottish Government in regard to their 100% coverage claim, in terms of their commitment to achieve 100% coverage within the timescale proposed; and
- Write to (Business Energy and Industrial Strategy) BEIS to seek Island Proofing on future Licensing Rounds

45/16

### **Yell and Unst Fibre Optic Broadband Upgrade**

The Committee noted a report by the Director of Development Services (DV-52-16-F) which set out the next steps to achieving 100% high speed broadband availability to households and businesses in Shetland, and improving 4G Mobile network coverage.

The Director of Development Services summarised the main terms of the report.

In response to a question, the Director of Development Services undertook to follow up on the visit to Shetland by Mr F Ewing, Cabinet Secretary for Rural Economy and Connectivity.

In referring to the commitment to prepare a business case for the public sector network to Yell and Unst, a Member advised on the need to look at the delivery of education and care through telepresence and telecare technology to transform services and strengthen representations. During the discussion, comments were made on the need to learn from leaders in digital connectivity, including the Scandinavian countries, Northern Ireland and from within the UK.

The Chair advised on his frustration at the lack of progress and the ongoing challenges to improve delivery of broadband and mobile networks across Shetland. In that regard, he reported on the need for financial commitment of £1m to proceed

to Yell and Unst next year. The Leader advised that he agreed with the Chair's comments, adding that the Council has to set out its clear intention.

During the discussion, it was suggested as an alternative to full provision, for proposals to be developed to achieve fibre across the Sound, which would allow service providers to provide the onward connections. While advising of his support for the suggestion by the Chair, a Member questioned whether there could be merit for the Council to seek to provide infrastructure for subsequent development of a network by any means possible, and therefore a bottom up approach should not be excluded to achieve the Council's aims. However, the Chair advised that currently BT installs fibre to the cabinets but what is needed are superfast internet connections to the landward areas for public services and to all households. A Member advised on his support for fibre connections to the outer islands as he said it will stabilise employment and decrease the level of depopulation from the isles.

Mr Cooper moved the recommendation in the report with the additional recommendation, to agree to insert £1m in the Capital Programme in 2017/18 for fibre across Yell and Unst to be released on a business plan justification. Mr Robinson seconded, and the Committee concurred.

**Decision:**

The Committee noted progress and next steps towards achieving 100% high speed broadband availability, and agreed to insert £1m in the Capital Programme in 2017/18 for fibre across Yell and Unst to be released on a business plan justification.

**In order to avoid the disclosure of exempt information, Mr Cooper moved, Mr T Smith seconded, and the Committee agreed to exclude the public in terms of the relevant legislation during consideration of the following item of business.**

*(Representatives of the media left the meeting).*

*(Mr Cooper referred to his interest in the following item and left the meeting. Mr T Smith, Vice-Chair assumed the Chair).*

**47/16      Management of Existing Investment**

The Committee considered a report by the Project Manager.

*(Mr Robinson declared an interest, and left the meeting).*

The Project Manager (S Keith) summarised the main terms of the report.

Mr Stout moved that the Committee approve the recommendations in the report. Mr Robertson seconded.

**Decision:**

The Development Committee **RECOMMENDED** that the Policy and Resources Committee approve the recommendations in the report.



The meeting concluded at 12 noon.

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Chair