



# Shetland

## Islands Council

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# MINUTE

A

Executive Committee  
Council Chamber, Town Hall, Lerwick  
Tuesday, 11 May 2004 at 10.30 a.m.

Present:

<b>A J Cluness</b>	<b>L Angus</b>
<b>F B Grains</b>	<b>J C Irvine</b>
<b>J A Inkster</b>	<b>W A Ratter</b>
<b>W H Manson</b>	<b>W N Stove</b>

In attendance:

**M H Goodlad, Chief Executive**  
**G Spall, Executive Director Infrastructure Services**  
**J Watt, Executive Director Community Services**  
**J Smith, Head of Organisational Development**  
**D Irvine, Head of Business Development**  
**J Riise, Head of Legal and Administration**  
**W E Shannon, Economic Development Manager**  
**N Henderson, Principal Officer – Marketing**  
**D E S Lamb, Senior Special Projects Officer**  
**C McIntyre, Service Manager Internal Audit**  
**T Coutts, Research Assistant**  
**A Cogle, Service Manager Administration**

Also:

**N Grant, General Manager – Shetland Development Trust**

## Chairperson

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

## Circular

The circular calling the meeting was held as read.

## Minutes

The Minute of meeting held on 23 March 2004 was confirmed.

## Members Attendance at External Meetings

The following Members advised of their attendance at external meetings since the last meeting of the Committee:

<b>31 March - 2 April</b>	<b>Cllr B Stove &amp; Cllr J Irvine</b>	<b>The Local Government (Scotland) Bill Conference - Edinburgh</b>
<b>4-6 May</b>	<b>Cllr J Irvine</b>	<b>Meeting with Managing Director Loganair &amp; SAPC Road Safety Committee – Glasgow</b>
<b>4-9 May</b>	<b>Cllr L Angus &amp; Cllr J Simpson</b>	<b>CPMR Islands Commission – 24<sup>th</sup> Annual Conference – Aland, Finland</b>

## 32/04 Community Planning in Shetland

The Committee considered a joint report by the Executive Director – Community Services and Head of Organisational Development (Appendix 1).

After hearing the Executive Director Community Services summarise the report, reference was made to the concern that some voluntary organisations felt they were being excluded from the Community Planning Board. However, the Executive Director Community Services confirmed that whilst there was a requirement to involve voluntary organisations in Community Planning, this did not necessarily mean they required to be members of the Board. She added that extensive consultation was currently being undertaken with voluntary organisations with a view to report back to the Board as soon as possible with regard to sector representation. She added that one of the particular difficulties, for example, was the SCSS had indicated that it could not be a representative of all voluntary organisations.

The Committee otherwise noted the report.

33/04      **Working in Partnership**

The Committee noted a report by Executive Director – Community Services (Appendix 2).

34/04      **Equal Opportunities and the Race Equality Scheme**

The Committee considered a joint report by the Executive Director – Community Services and the Head of Organisational Development (Appendix 3) and approved the recommendations contained therein, on the motion of Mr A J Cluness, seconded by Mr W H Manson, noting that the appointment of spokesperson or lead members for particular topics, such as Equal Opportunities, would be considered by the Council.

It was later agreed that the Committee would recommend Mr W N Stove as the appropriate appointment for Equal Opportunities matters, given his current status and earlier experience in this field.

35/04      **Best Value Update**

The Committee noted a report by the Head of Organisational Development (Appendix 4).

36/04      **Prudential Framework and Indicators 2004/05**

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

In response to a question regarding a current assessment of capital projects, the Head of Finance said that a lot of work was going into a better framework of project management in the Council, and that whilst there had been some problems with regard to project overspends, he asked that Members allow some progress to be made in this area before drawing any conclusions.

**Executive Committee**

**11 May 2004 Public Minutes**

After hearing the Head of Finance summarise the terms of the report, the Committee approved the recommendations contained therein, on the motion of Mr W N Stove, seconded by Mr A J Cluness.

**37/04      Internal Audit – Annual Report 2003/04 and Operational Plan 2004/05**

The Committee considered a report by the Service Manager Internal Audit (Appendix 6) and approved the recommendations contained therein, on the motion of Mr A J Cluness, seconded by Mr W A Ratter.

**38/04      Local Purchasing**

The Committee considered a report by the Senior Special Projects Officer (Appendix 7).

During discussion, the Committee agreed that a local purchasing policy was desirable given the benefits that this would bring to the Shetland economy.

The Committee agreed that the Chief Executive be tasked with taking forward the views of the Committee that such a policy should be developed, within the best value framework.

**39/04      Managing the Shetland Brand**

The Committee considered a report by the Principal Officer - Marketing (Appendix 8).

Mr W A Ratter moved that the Committee approve the recommendations in the report, subject recommendations (b) and (c) being replaced with, "The Committee authorises the setting up of an implementation team for implementation of the Shetland brand, and that this work be delegated to the Economic Development Co-ordinator, in consultation with the Chairperson of the Economic Development Forum." Mrs F B Grains seconded, and the Committee agreed.

(Mr W H Manson declared an interest in the following item, as a non-Council member of the Shetland Arts Trust)

**40/04      Music Development in Shetland Phase 3 – Financial Assistance**

The Committee considered a report by the Head of Business Development (Appendix 9).

The Head of Business Development referred to paragraph 3.3, and advised that the event had been postponed to 15 June.

The Committee noted this, and otherwise approved the recommendations in the report, on the motion of Mr W A Ratter, seconded by Mr L Angus.

(Mr W H Manson declared an interest in the following item.)

41/04 **Enzootic Abortion, Maedi Visna and Bovine Viral Diarrhoea Testing Programme**

The Committee considered a report by the Development Officer (Appendix 10) and approved the recommendations contained therein, on the motion of Mr W A Ratter, seconded by Mrs F B Grains.

42/04 **Shetland Islands Tourism – Funding Arrangement 2004-2007**

The Committee considered a report by the Head of Business Development (Appendix 11).

Mr W A Ratter moved, seconded by Mr A J Cluness, that the recommendations in the report be approved, subject to an additional recommendation (c), namely that “SIT will engage closely on the Shetland branding strategy.” The Committee agreed.

43/04 **Shetland College/Train Shetland Board of Management – 22 March 2004**

The Committee noted the minute of the aforementioned meeting (Appendix 12).

44/04 **Economic Development Forum – 16 March 2004**

The Committee noted the minute of the aforementioned meeting (Appendix 13A).

45/04 **Economic Development Forum – 18 March 2004**

The Committee noted the minute of the aforementioned meeting (Appendix 13B).

46/04 **Environment Forum – 20 April 2004**

The Committee noted the minute of the aforementioned meeting (Appendix 13C).

47/04 **Social Forum – 22 April 2004**

The Committee noted the minute of the aforementioned meeting (Appendix 13D).

**In order to avoid the disclosure of exempt information, Mr A J Cluness moved, Mr W N Stove seconded, and the Committee resolved in terms of the relevant legislation, to exclude the public during consideration of Appendix 3 of the following agenda item, and during consideration of the remaining agenda items.**

48/04 **Rural Shops in Shetland**

The Committee considered a report by the Research Assistant (Appendix 14) and approved the recommendations contained therein, on the motion of Mr A Inkster, seconded by Mr A J Cluness.

(Representatives of the media left the meeting.)