



REPORT

To: Shetland Islands Council

15 September 2010

From: Chief Executive

Report No: CE-31-F

Corporate Improvement – Initial Actions

1 Introduction

- 1.1 This report reflects my initial proposals which are aimed at creating a broad framework for improvement and a platform on which to build the process of change within the Council.
- 1.2 The development and implementation of a corporate improvement process, which will be at the heart of the organisation, should be the primary focus for the Council for the next 12 months. I am seeking the Council's endorsement of this and your agreement to a suite of inter-related measures which are designed to address specific problem areas and to promote solutions which are in the interests of the Council and Shetland as a whole.

2 Link to Corporate Priorities

- 2.1 This report has a strong focus on Section 4 of the Corporate Plan "Organising Ourselves Better". All 3 strands, namely, Vision and Strategic Direction, Governance and Accountability and Use of Resources are relevant.
- 2.2 These 3 key areas underpin our ability to support service delivery and to achieving Best Value for the community.
- 2.3 There are significant risks, both internal and external if the Council does not embrace a radical agenda for change and in doing so also addresses the findings of the Accounts Commission.

3 Background

- 3.1 There has been a great deal of attention on the Council in recent months from external bodies such as The Ethical Standards Commission, Audit Scotland and the Accounts Commission. Following the public hearing at the end of June the Council received the findings of the Accounts Commission on 16 August 2010. As Members are aware I took up post a week earlier on 9th August.
- 3.2 There is a requirement to respond formally to the Accounts Commission findings within 3 months. I shall ensure that a report is presented for your consideration within that timescale.

4 Overall Approach to Improvement

- 4.1 In light of the Accounts Commission findings together with my own analysis of the Council's situation it is my strong recommendation that the improvement planning and implementation process should be the Council's top corporate priority for the next twelve months.
- 4.2 That is not to suggest that the Council's existing priorities will not be acted upon. It is simply the case that it is appropriate for the Council to endorse a strong corporate commitment to improvement.
- 4.3 The Improvement Planning process will add value to the running and work of the organisation and will be an essential component that supports service delivery.
- 4.4 From my experience I can advise that a package of measures are necessary to address the broad-ranging issues which have been identified as gaps and in need of attention.
- 4.5 The overall approach I have taken to date, has been to pursue as much internal and external consultation as possible within the extremely tight time constraints in which I have had to operate. Through these discussions I have identified as many areas of significant common ground as possible with a view to securing agreement around a package of measures which can act as a spearhead for change. I am confident that through these measures the Council can build a sense of forward momentum which can rapidly be widened and accelerated.

The overall shape of the change strategy will be kept under review and adjusted, where necessary, as the organisation moves forward.

5 Initial Proposals for Action

- 5.1 By strengthening the corporate centre and ensuring that what we are doing is of a sufficiently high standard, there will be an internal drive to deliver best value and achieve best practice that will go a long way towards demonstrating improvement to external bodies such as the Accounts Commission.
- 5.2 There is a need for some urgent work on aspects of Member/Officer relations and being clear on respective roles and responsibilities.
- 5.3 Good governance and accountability are integral to the smooth and successful running of any local authority. It is necessary to instil an ethos where the proper application of these two essential factors are seen as a core part of our normal business.

I will commission specific pieces of work with input from Local Government colleagues who have offered their support in developing and embedding best practice.

- 5.4 There appears to be broad support across the Council for a review of committee structures and the systems which support decision-making. These two strands are equally important and deserve immediate attention. I would intend that a proper review, and option appraisal process be carried out as a matter of urgency for implementation by Spring 2011 at the latest.
- 5.5 I am also committed to addressing the imbalance in the management structure and to strengthening the corporate centre both through immediate measures and in the longer term. I am not proposing large-scale re-structuring as the means to address the problems faced by the Council but would intend to formally re-structure at least in part in 6-12 months.
- 5.6 In the meantime I intend to take urgent action re-deploy current members of staff to areas which are most in need of attention. I would ask that the Council supports me in this approach. For short-term posts or where there is an urgent need to fill gaps I will proceed and report back to Members on the action taken.
- 5.7 The three specific areas that I am looking at initially are:-

Executive Support;
Corporate change and improvement; and
Communications both from an internal and external perspective.
- 5.8 By investing in communication we will build confidence within the Council and bolster Shetland's reputation and image. Members will receive an enhanced level of service and the message that emanates from the Council will be a corporate one. This will not impinge on the accessibility of Members to the media.

- 5.9 I am proposing a review of the budget process and its links with wider aspects of corporate strategy. Part of this will be to obtain clarity on the whole question of how efficiency savings are incentivised and achieved. I want to review our targets and timescales to ensure that we do not set objectives which we fail to achieve which would simply result in further erosion of confidence. Section 6 below, prepared jointly with the Head of Finance, deals with the immediate implications of this approach for the Council's budget strategy for 2011/12 and beyond.
- 5.10 As part of the solution to efficiency savings a stringent but sensible corporate approach to vacancy management will be pursued to achieve a strategic approach to workforce planning and a reduction in numbers by voluntary means wherever possible.
- 5.11 With regard to the qualification of accounts I believe that we need to reflect on all of the options and their implications to ensure that the best solution is achieved as quickly as possible for Shetland as a whole.
- 5.12 At a time when the council is considering issues like service rationalisation, fixed links to the isles, rising fuel costs and the challenges of supporting economic development in the more remote and fragile areas there is substantial potential benefit to the Council and the Community in considering reinvigoration of the Councils policy of jobs dispersal. This would not be on the basis of any artificial and divisive process of forcing existing staff to relocate; moreover an organic and pragmatic approach which capitalises on the aspirations of our staff and the opportunities for modernisation and greater efficiency presented by staff turnover is more likely to achieve the desired outcomes.
- 5.13 I am proposing a programme of members' seminars is established, to take place at least once in each cycle of committee meetings in order to hear your thoughts and to share views on the various issues which we are going to drive ahead over the next 12 months.
- 5.14 I was impressed by the engagement that I had with the selection panel prior to me coming here; a group with the same sort of make up of 7 councillors acting as a sounding board to both me and their Councillor colleagues would be extremely beneficial. This group would be non-decision making. Draft terms of reference are attached at Appendix 1 for your consideration and approval.
- 5.15 As I am working closely with the Convener and Vice Convener on improvement and all matters of corporate significance, the Convener and Vice Convener have intimated that they will not seek membership of this group and would prefer that the composition of the group is nominated from among their fellow Members.

6 Budget Strategy 2011/12 and Beyond: Position Statement by Chief Executive and Head of Finance

- 6.1 The Council approved Report ESCD-23-F on 30 June 2010 (Strategic Planning, Service Planning and Budget savings: A Way Forward), which established a framework for tackling the challenges of the budget exercise for both the current year (2010/11) and next year (2011/12).
- 6.2 It would be customary for the Council to receive a report from the Head of Finance in the September cycle on budget strategy for the coming year, but this is not appropriate this year for the following reasons.
- 6.3 Firstly, Report ESCD-23-F referred to above has already set a suitable framework for the budget exercise to be based upon. Officers are already working to that framework: for instance much of the payroll budget work (the largest part of the Council's budget) has been produced and work is commencing with departments to complete this.
- 6.4 Secondly, no fresh information has become available since the 30 June regarding the key unknown in the budget exercise, namely the Scottish Government Financial Settlement for local government for 2011/12 to 2014/15. The outcome of the UK Government's Comprehensive Spending Review will only be announced in October, and the Scottish Government's consideration of the implications of that for the local government Settlement will follow that, meaning it is probable that the implications for the Shetland Islands Council will only become known in detail in November/December 2010. The Council's budget preparation framework, which includes flexible working on this by the Financial Resources Member/Officer Working Group, will react promptly to new information whenever it becomes available.
- 6.5 And finally, the budget process and financial policy framework need to be integrated into the wider corporate improvement agenda which is the subject of this report, and this is going to require suitable time and attention. This is not the time for financial matters to be tackled in isolation from the wider agenda.
- 6.6 Progress is being made towards the achievement of the £9.9 million savings target for the current financial year, and there is substantial evidence of continuing underspending on capital and other expenditure programmes. These indications, together with the evidence given to the Council on 30 June 2010 (2009/10 Provisional Financial Outturn, Report F-024-F) that the Council is operating well within its current financial policy framework (Reserves at £275 million at 31 March, well above the Reserves Floor Policy limit of £250million), provide sufficient comfort that it is prudent to continue on the existing path at least until further information on the Scottish Government Financial Settlement becomes available.

7 Financial Implications

- 7.1 There will be financial implications relating to the work to be carried out in pursuit of the recommendations.
- 7.2 A provisional budget of £1 million has been established in the current financial year by Report ESCD-23-F to which all costs attributed to the development and delivery of the Corporate Improvement Plan will be charged. The costs will be met from savings achieved through efficiencies and spend to save initiatives.
- 7.3 All of the expenditure incurred in this exercise will be reported back to Members for information.

8 Policy and Delegated Authority

- 8.1 The issues which are contained in this report are broad ranging and cover the Council's overall approach to corporate management. This has not been delegated and is, therefore, submitted to the full Council for approval.
- 8.2 Attendance at meetings of the Sounding Board by a Member as an invited or appointed representative is deemed an approved duty in terms of Section 3.2 of the Council's Scheme of Members' Approved Duties.

9 Conclusion

- 9.1 The Council requires to undertake a rigorous and comprehensive improvement planning process. There are both internal and external pressures which compel the Council to fully commit to a radical agenda for change.
- 9.2 The process of improvement will be led by the Councillors through the Council as a corporate body supported by me as Head of the Paid Service and by the staff.
- 9.3 External assistance will be harnessed where it is appropriate but the process will be led by Shetland Islands Council. I will use internal resources as much as possible and redeploy staff to ensure that we have the right mix of skills and abilities to support the improvement process.

10 Recommendations

I recommend that the Council:

- (a) Formally agrees that the development and delivery of the Improvement Plan will be the top corporate priority for the next 12 months;
- (b) Approves an urgent review of the Council's committee and decision-making structures and its underlying systems and processes, this review to include consideration of the relationship between the Council's internal decision making processes and community planning;
- (c) Takes immediate steps to strengthen the corporate centre and delegates authority to me to consult with staff and unions where appropriate and to take urgent action to put resources in place as is considered necessary in the circumstances;
- (d) Agrees that there will be a review of senior management structure within the next 12 months;
- (e) Commits to an urgent review of budget strategy and its links with wider aspects of corporate strategy;
- (f) Notes the current position on budget strategy for 2011/12 and beyond, as set out in Section 6 above, and that further reports will be presented as soon as further information is available regarding the contents of the Scottish Government Financial Settlement for local government for 2011/12 to 2014/15.
- (g) Supports a rigorous but pragmatic corporate approach to vacancy management as part of an overall review of workforce planning;
- (h) Seeks an urgent report on Member/Officer protocols and Member/Officer relations;
- (i) Authorises me to commission such external assistance as is required to support the Improvement Plan;
- (j) Establishes a communications office within the Chief Executive's Office, in order to support the elected Members, the Council's corporate message and Shetlands reputation;
- (k) Authorises a refresh and reinforcement of the Council's policy of jobs dispersal as a means of modernising working arrangements, supporting economic development and building better relationships between the Council as an organisation and the communities it serves.
- (l) Approves the establishment of a programme of informal members' seminars to take place at least once in each committee cycle; to receive briefings from me and colleagues from within and outwith the Council; to raise awareness and understanding and to allow Members to explore their suggestions regarding the improvement process.

- (m) Authorises a full and urgent options appraisal on possible responses to the qualifications of accounts and the issue of grouping of accounts with the Shetland Charitable Trust;
- (n) Authorises the establishment of a sounding board of 7 Members to assist in the corporate improvement process based on the Terms of Reference, set out in Appendix 1.
- (o) Nominates 7 Members to form a sounding board for their councillor colleagues and to me in progressing corporate improvement.

Our Ref: AB/AMA
Date: 7 September 2010

CE-31-F

Corporate Improvement Plan Sounding Board

1 Remit

To advise and assist the Chief Executive on issues concerning the development and implementation of the Corporate Improvement Plan.

2 Membership

7 Councillors

Chief Executive

Other Senior Officials and external advisors to be co-opted according to the subject matter under discussion.

3 Authority and Reporting

The group is purely advisory and has no executive powers. Any proposals arising from the work of the group will be referred by the Chief Executive to the Council for decision, unless the proposals come within the Chief Executive's delegated authority.

4 Administration

Administration will be provided by the Chief Executive's Office.

5 General

The Sounding Board will meet as and when required and be called by the Chief Executive.



REPORT

To: Shetland Islands Council

15 September 2010

From: Head of Legal and Administration

Appointment of Culture and Recreation Spokesperson

Report No. LA-37-F

1. Introduction

- 1.1 Councillor R Nickerson has formally intimated his resignation from the position of Culture and Recreation Spokesperson with effect from 15 September 2010.
- 1.2 The purpose of this report is therefore to allow the Council to consider appointing to this vacancy, and related ex-officio and other appointments.

2. Link to Corporate Priorities and Risks

- 2.1 The terms of this report relate to the Council's objectives under the Corporate Plan 2010-12, in particular the strengthening and promotion of partnership working in the cultural and recreation sectors in Shetland.
- 2.2 Accordingly, failure to make these appointments may give rise to short term strategic and political risks by the Council not fulfilling its objectives of the Corporate Plan.

3. Vacancies

- 3.1 The following internal vacancies therefore require an appointment by the Council:

Spokesperson – Culture and Recreation
Culture and Recreation Panel – Ex Officio
Community Services Forum – Ex Officio

- 3.2 Councillor Nickerson has also intimated his resignation from the following external organisations. These are not formally ex-officio appointments, in terms of the Trust deeds, and therefore Members may nominate any Councillor for appointment by the respective Trusts:

- 3.3 The term of office in all cases are until the Councillor ceases to be a Councillor at the next election, or upon resignation, whichever is the sooner.

4. Method of Appointment

- 4.1 The Council's Scheme of Delegations sets out the method of election of office bearers. It is practice for nominations to external organisations to follow the same procedure.
- 4.2 All nominations shall be sought prior to the first ballot and no further nominations will be allowed after voting begins. Also, prior to voting, each nominee shall be permitted to address the meeting as to their candidature, however no questions will be allowed.
- 4.3 Voting shall be by secret ballot. Regardless of the number of candidates, each Member will vote for one candidate at each ballot. After the first ballot, the candidate who secures a clear majority of the total votes cast shall be elected. However, in the case of no clear majority, the lowest scoring candidate shall drop out, and the second ballot will take place. This method shall continue until the appointment is made either by clear majority or a choice between two remaining candidates.
- 4.4 In the case of an equality of votes the vacancy shall be appointed to by lot as between those who received equal votes and proceed on the basis that the person to whom the lot falls upon had received an additional vote.

5. Financial Implications

- 5.1 There are no financial implications associated with the terms of this report.

6. Policy and Delegated Authority

- 6.1 The authority for the recommendation in this report is contained in the Section 5. 0 Scheme of Delegations.

7. Recommendations

- 7.1 I recommend that the Council make the appointments as referred to in Section 3, and by the method outlined in Section 4, of this report.

1 September 2010
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REPORT

To: Shetland Islands Council

15 September 2010

From: Head of Capital Programming

Report No.: CPS-16-10-F

Subject: Gateway Report Recommendations

1.0 Introduction

- 1.1 On 28 October 2009 members approved a report setting year 1 of the proposed 5 year Capital Programme, noting progress on a 'gateway' approach.
- 1.2 The Council considered and approved a report that explained the principles of the 'gateway' process on 24 March 2010 (Min Ref: 47/10). That report presented a process and documents for assisting in the assessment of capital projects.
- 1.3 The Council considered and approved a report that set out the process for prioritising projects that have been through the above 'gateway' process on 19 May 2010 (Min Ref: 75/10).
- 1.4 Further reports were to be presented from the Finance Review Member Officer Working Group to the Council. The Finance Review Member Officer Working Group considered this report on 23 August 2010.
- 1.5 This report presents the Service Need Reports that have been prepared to support projects that currently sit within years 2-5 of the Council's indicative capital programme, and provides a brief update on projects already committed

2.0 Links to Corporate Plan 2010–12 and Risk Analysis

- 2.1 This contributes to the efficient operation of the Council's business. It also develops proposals for a system to ensure that the Council can meet its overall financial objective of maintaining reserves at £250m.

- 2.2 The Gateway Process and Prioritisation Process are key steps in developing a 5-year Capital Programme. The absence of an agreed Capital Programme has been identified as a strategic risk in recent reports by Audit Scotland.

3.0 Background

- 3.1 Members have previously been presented with an outline framework to ensure the robustness of capital projects. This is referred to as a 'gateway' process, and draws on national and best practice guidance. It is also complementary to the Council's existing Capital Procurement guidance.
- 3.2 Councillors agreed at the meeting of 24 March 2010 to adopt the Gateway Process as the first step towards setting a sustainable 5-year Capital Programme.
- 3.3 Councillors agreed a process for prioritising those projects that have been assessed under the 'gateway' process on 19 May 2010.
- 3.4 Service Need Cases (SNCs) have been prepared for the projects currently planned for years 2011/ 12 through to 2014/ 15, and these are included in Appendix A.
- 3.5 These SNCs were initially considered by the appraisal panel on 20 July 2010. A number of clarifications were requested by the panel and the updated SNCs (as attached) were reconsidered by the appraisal panel on 3 August 2010.

4.0 Proposal

- 4.1 Following consideration of the SNCs as described above, the views of the appraisal panel are summarised as follows:
- 4.1.1 Aith JH School (Total cost estimated at £433K)
- Need for all works justified
 - Fire alarm, emergency lighting and switchgear a priority
 - Some flexibility in timing of roofing and server relocation
- 4.1.2 Baltasound JH School (Total cost estimated at £215K)
- Need for all works justified
 - Fire alarm, emergency lighting and switchgear a priority
 - Some flexibility in timing of ventilation and paving works
- 4.1.3 Happyhansel Primary School (Total cost estimated at £120K)
- Need for all works justified
 - Fire alarm, emergency lighting and switchgear a priority
- 4.1.4 B9071 Bixter to Aith Phase 2 (Total cost estimated at £2.1M, including preparatory work already underway)
- Need justified, with evidence of option appraisal
 - Status of design work and land acquisition would enable an early start
- 4.1.5 B9082 Gutter to Cullivoe (Total cost estimated at £500K, including preparatory work already underway)
- Need justified, with evidence of option appraisal

- Revised timing proposed due to preparatory works
 - Increased cost estimate
- 4.1.6 Laxaburn Bridge (Total cost estimated at £250K)
 - Need justified, with evidence of option appraisal
 - Flexibility on timing
- 4.1.7 Strand Bridge (Total cost estimated at £450K)
 - Need justified, with evidence of option appraisal
 - Associated footway works could be treated as separate scheme
- 4.1.8 Gulberwick Loop Road Design (Total cost estimated at £15K, plus £15K in current financial year)
 - Gateway policy is not to fund detailed design work until a project has been allocated a place on the capital programme
- 4.1.9 Old Breakwater Symbister (Total cost estimated at £150K)
 - Survey work could be included in ferry terminal survey
 - Timing provisional, pending survey report
- 4.1.10 Skerries Pier (Total cost estimated at £100K)
 - Survey work required initially
 - Timing provisional, pending survey report
- 4.1.11 Scalloway Fish Market Roof (Total cost estimated at £150K)
 - Condition survey required
 - Timing provisional, pending survey report
- 4.1.12 Tug Jetty Cathodic Protection (Total cost estimated at £200K)
 - Some flexibility in timing, but rate of deterioration will accelerate with time
- 4.1.13 Energy Recovery Plant Maintenance (Total cost estimated at £414K)
 - Include in capital programme meantime, but consider transferring to revenue budget in later years
- 4.2 It is proposed that all the above projects are allocated a place on the 5-year capital programme, with the exception of Gulberwick Loop Road Design, for the reason set out in paragraph 4.1.8 above.
- 4.3 The total estimated cost of these projects, excluding Gulberwick Loop Road Design, is £5,082,000.
- 4.4 It should be noted that a number of the SNCs have indicated revised timescales for implementation, compared to those in the current indicative 5-year capital programme. This will be explored further with the relevant staff over the next few weeks to ensure that the programme presented to Members on 27 October 2010 is deliverable and sustainable.
- 4.5 I have attached, as Appendix B, a summary of the status of principal projects that are already approved within the current financial year. In particular, I have highlighted those that are contractually committed at the time of writing.

5.0 Member Involvement

- 5.1 At each stage of the prioritisation process, an update will be presented to Members with a covering report for information and approval.

- 5.2 The next stage will be for Members to consider the proposed 5-year capital programme.

6.0 Timing

- 6.1 The proposed timing of the next stages is as follows:

- Rationalised version of 5-year capital programme to be reported to Full Council for approval on 27 October 2010

7.0 Financial Implications

- 7.1 Approved Budget Strategy for 2010/11 for the General Fund Capital Programme recommends a five year spending target of £100 million to provide extra flexibility, allowing one year to be higher or lower than average so long as the average is maintained over five years.
- 7.2 The 'gateway' process will further enable appropriate scrutiny of projects and the prioritisation process will ensure that the Capital Programme is managed to enable the Council to maximise the most beneficial use of its financial resources.
- 7.3 There are no direct financial implications arising from this report, although continued support for the projects that are approved will affect the overall cost of the capital programme. Keeping within the spending target of £100 million over five years will also depend on the timing of these projects.

8.0 Policy and Delegated Authorities

- 8.1 Section 8.0 of the Council's Scheme of Delegations state that there is no delegation of matters relating to the approval of the Capital Programme so a decision of the Council is required.

9.0 Recommendations

- 9.1 I recommend that the Council:
- 9.1.1 Note the content of the Service Need Cases presented in Appendix A, and;
 - 9.1.2 Note the comments and recommendations made by the appraisal panel, and;
 - 9.1.3 Approve the proposals set out in paragraph 4.2 above.

Our Ref: RMS/CPS-16-10-F

6 September 2010

Encs. Appendix A – Service Need Reports
Appendix B – Principal Capital Projects Status Update

Service Need Case for Aith JH School

Amendment and Authorisation Record

Service Need Case for Aith Junior High School School

Date	Author	Paragraph ref:	Nature of change	Authorised by
21 May 10	Jerry Edwards	n/a	First Revision	
25 May 10	Carl Symons		Technical Update	
28 July 10	Carl Symons		Executive Queries	

Service Need Case for Aith JH School

1. Introduction:

The School Service seek funding to carry out the works set out below so that these properties retain their function and value and are safe and healthy places of work that continue to meet service delivery requirements.

- Aith Junior High School, built circa 1982, is a single-storey traditional cavity construction, with multi-pitch asbestos roof, dry-dash render finish and a combination of UPVC and timber double-glazed windows.
- The original asbestos cement roof covering is at the end of its economic lifespan. Taking into account the inherent health and safety issues in connection with ongoing maintenance and the risks posed by water ingress it is proposed to replace this covering in its entirety.
- The property was extended in 1998 to provide additional classroom accommodation to the rear of the school. A major internal refurbishment focused on the main central core of the school was carried out in 2002, at which time new UPVC double-glazed windows were installed.
- In general the property was found to be in fair condition, consistent with its age and use.

Roof Renewal

- The asbestos roof sheets are life expired, and the tiles are now porous, friable and very brittle and maintenance becomes a major problem as repair works to broken tiles often result with adjacent tiles having to be replaced due to minor contact.
- There are also issues under the Control of Asbestos Regulations 2006. There is evidence of water ingress at various locations within the school.
- There is a history of leaks with this roof and various temporary repairs have been carried out over the years. However, the condition noted at last inspection means that a major failure is possible and due to their asbestos content any repair works will be complicated by the strict requirements of CAR 2006.
- We would note that the replacement of asbestos containing products that cannot otherwise be encapsulated is not a discretionary item of expenditure.

Fire Alarm, Switchgear and Lighting Renewals

- Elements of the existing fire alarm system are obsolete. In the long term this is proving hard to maintain as spare parts are unavailable. This has a significant effect on the running of the school with regard to the Fire (Scotland) Act 2005 and the Fire Safety (Scotland) Regulations 2006.

- This main switchgear is in fair condition but nearing the end of its economic lifespan. Additionally, the original dist boards generally have no isolation devices and no barrier separation of the live terminals when the doors are opened. As such they do not meet current standards and require replacement.
- Overall the general lighting fittings are in fair condition although the wiring systems have reached the end of their economic lifespan. The original school areas are served from a slave emergency lighting system using Menvier Amberlec SLR/50/125/M3 central cubicle serving slave fluorescent and tungsten light fittings throughout. The later extension areas and some refurbished areas employ self contained maintained and non-maintained emergency lights to suit.
- The overall performance of the schools emergency lighting system does not meet the requirements of BS5266. There are no emergency lights within many of the larger classrooms and places of assembly and where emergency lighting is provided the design levels are poor. Additionally, fire risk assessments have highlighted that key switch isolation test points need to be installed. This will require significant rationalization and re-wiring of the existing systems.
- All of these items affect the main automatic fire protection system of the building and as such they are deemed to be of the highest priority. The original date for implementation set out in the Fire Risk Assessment has now lapsed.
- As the performance of the emergency lighting system does not meet current standards it is unlikely that it could be delayed until 2013/14. Any upgrading and renewal of the actual fire alarm system could be delayed. However, this would not be an economical method of procuring or carrying out the works.
- Elements of the school's ICT cable distribution system breach the existing fire compartmentation of the school. These issues will need to be rectified to bring the school in line with the Fire (Scotland) Act 2005 and the Fire Safety (Scotland) Regulations 2006. The ICT installation currently has servers located in the loft – these will need to be relocated prior to the re-roofing project.

2. Statutory Requirements:

The Council has a statutory duty to ensure that its properties are safe and healthy places of work.

- Control of Asbestos Regulations 2006.
- Fire (Scotland) Act 2005
- Fire Safety (Scotland) Regulations 2006
- Workplace (Health, Safety and Welfare) Regulations 1992
- The Electricity at Work Regulations 1989
- Fixed Statutory Inspections and Reports
- HMI Reports

3. Reference to Corporate and Service Plans:

- This report is consistent with the Corporate Plan and the Building Services Unit's strategy aims for the continued provision of quality educational establishments throughout Shetland.

4. Benefits to Other Services (Internal/External):

- The task of maintenance will be substantially eased when the roof and services systems are renewed.
- A reduction of disruption due to failure will positively impact upon the school, pupils and community users of the school.
- The relocation of the ICT Servers will make it easier for ICT personnel to access and maintain their equipment.

5. Definition and Justification of Service:

- A lack of investment in school infrastructure will have a negative impact upon both the long term viability of the Schools Estate and the ability of the school's service to deliver quality services in line with current requirements.
- The overall condition of the estate is the subject of two statutory performance indicators, namely Audit Scotland's SPI 8A "Proportion of the corporate estate (GIA) that is in satisfactory condition" and the Scottish Executive's Condition Core Fact that relates to elemental condition of the school estate.

6. Socio- Economic Considerations:

- The current pupil role is 171 and is projected to remain fairly stable if the school estate were to remain unchanged following the clarification of the Blueprint for Education.
- The school currently employs 59 members of staff in either full-time or part time roles.
- The school building is regularly used by the community in a variety of ways.

7. Stakeholder and Client Consultation:

- The Head Teacher and School Board are aware of the requirement for these works and are keen to see them progress. They wish to be informed of progress.

8. Participation by Others:

- N/A

9. Project Options to Meet Identified Service Needs:

Roofing Works

- Options for the asbestos sheeting are limited. The condition of the existing sheets means that encapsulation is not viable and is against the Council's asbestos management policy.
- Doing nothing would be a breach of the Control of Asbestos Regulations 2006 and would lead to service disruption and increased costs due to leaks.

Fire Alarm, Switchgear and Lighting Renewals

- The requirements of the legislation noted above, and the outputs of the stock condition survey carried out in July 2007, and the fire risk assessment carried out in January 2008 highlight that this building's main protective systems are not in full compliance with current legislation.
- The Council has a statutory duty to address any such issues as they arise.
- Failure to address known issues could lead to charges of Corporate Manslaughter in the event of any failure.
- To make best use of available local resources it is preferable that this project is let on a stand-alone basis.
- If the standard Council specification for fire alarms systems is used there is no need to employ specialist mainland based contractors for either installation or ongoing maintenance. All systems can be supported locally.

10. Funding:

Capital: likely source(s) of funding, including external funding

- There is unlikely to be any external funding available for this project.

Revenue: assessment of implications

- Due to the size and scope of these projects we are unable to identify funds to carry them out using the revenue maintenance budgets. In real terms, maintenance funding has been under funded over a period of several years. This situation is compounded by above inflation increases in construction costs, while increases in the maintenance budgets have remained at the then current rate of inflation.
- In real terms, we have less money available to maintain an aging (and growing) estate to ever increasing standards in compliance with statutory legislation. A significant backlog of lower priority work is developing.
- If nothing is done to address the issues raised there will be a marked increase in the number of reactive repairs to those elements of the fabric and services that are failing.

- This will have a negative impact upon the maintenance budget for the school and it will impinge upon our ability to carry out planned and cyclical maintenance.
- The overall estimated cost of the project is as follows:

Element	Cost (£000s)
Roofing Works	250
Fire Alarm, Emergency Lighting & Switchgear	133
Server Relocation	50
Total	433

11. Risk Assessment:

Risk Category	Hazards	Risks	Likelihood	Severity	Control action
Professional	Poor standard of design	Service dissatisfaction	L	M	Monitor quality at all stages
	Uncoordinated project delivery	Cost of remedial work	L	M	Employ Clerk of Works
		Duplication of effort	M	M	Integration of working arrangements
	Poor standard of workmanship	Increased council expenditure	M	M	Robust planning and co-ordination of project stages
Financial	Unforeseen additional expenditure	Increase in scope due to Client demands	M	M	Project brief clear and transparent – strict variation control
		Unforeseen or hidden defects	L	H	Follow good professional practice
Legal	Breach of legislation	Prosecution	L	H	Compliance with rules and procedures
	Breach of Health & Safety legislation	Death or injury to employees / public	M	H	Training, monitoring and control procedures
		Corporate Manslaughter	L	H	
Physical	Accident at work	Death or injury to employees / public	L	H	Staff & Contractor training
	Damage to or theft of material or plant	Cost to the council	M	M	Security of store materials and sites, checks and procedures
Technological	Systems failure: Fire Alarms, Emergency Lighting & Switchgear	False Alarms	L	H	Robust design
		System doesn't alert occupants	L	H	Dual operation and redundant backup systems
	ICT file servers / mail server LAN / WAN / telephone communication	Service disruption and delays	L	H	Contingency plans and provisions for Aith JHS and satellite sites
Environmental	COSHH / Asbestos Waste	Threat to health of employees / public	M	H	Ensure safe working methods and procedures are in place
		Public image	L	L	

12. Timing:

- The server relocation works (which must be carried out prior to any roofing works) has been programmed for summer 2010. The roofing works are programmed for summer 2011.
- It is unlikely that the services works could be carried out in their entirety in the summer holidays, and due to disruption it is equally unlikely that they could be carried out during term time. As such a phased rolling programme approach is recommended.

13. Brief for Future Study:

- A design is in place for the server relocation works.
- Design works are ongoing for the roofing project.
- A full building electrical and fire alarm test will be carried out in tandem with the appointment of a suitably qualified and competent Electrical Engineer to identify and prioritise those areas of the services installations that need to be addressed first.

14. Third Party Review:

- N/A

15. Conclusions:

- It was an outcome of the original CPRT process that effective maintenance of the Council's corporate estate will require continued capital investment. In the long term it is questionable whether this school can continue to function properly without major investment in essential repairs and maintenance. If this property is to be retained in the long term a clear case for investment funding exists.
- A lack of investment will have a negative impact upon both the long term viability of this property and its ability to deliver quality services in line with current requirements.

16. Recommendations:

- I recommend to the Gateway review team that they consider these proposals and recommend to the Council that funding be approved to enable these commence.

17. Appendices:

- The following linked survey documents:
Condition Survey
Fire Risk Assessment

Service Need Case for Baltasound JH School

Amendment and Authorisation Record

Service Need Case for Baltasound Junior High School

Date	Author	Paragraph ref:	Nature of change	Authorised by
21 May 10	Jerry Edwards	n/a	First Revision	
25 May 10	Carl Symons		Technical Update	
28 July 10	Carl Symons		Executive Queries	

Service Need Case for Baltasound JH School

1. Introduction:

The School Service seek funding to carry out the works set out below so that these properties retain their function and value and are safe and healthy places of work that continue to meet service delivery requirements.

Block 1 (Main Building)

- The original section of the school is of mainly single-storey traditional cavity construction, with dry render finish and flat roof design, built circa 1967. Recent upgrades have included replacement of the roofing membrane and the installation of a combination of PVC-u and timber double-glazed windows. The two-storey Classroom Block, with concrete frame support, has also benefited from recent upgrades, with the replacement of the roofing membrane and the installation of double-glazed aluminium window sections.
- In 1995 the property was extended to accommodate the new nursery/primary school. A modern steel frame construction with traditional cavity rendered blockwork and metal profiled hip roof.
- In general the property is in fair condition, consistent with its age and use.

Fire Alarm, Lighting and Incoming Mains Renewals

- Elements of the existing fire alarm and emergency lighting system are obsolete. In the long term this is proving hard to maintain as spare parts are unavailable. This has a significant effect on the running of the school with regard to the Fire (Scotland) Act 2005 and the Fire Safety (Scotland) Regulations 2006.
- Overall the general lighting fittings are in fair condition although the wiring systems have reached the end of their economic lifespan. The school areas are served by a combination of self contained maintained and non-maintained emergency lights to suit.
- The performance of the schools emergency lighting system does not meet the requirements of BS5266 and no areas of the school comply. Additionally, fire risk assessments have highlighted that key switch isolation test points need to be installed. This will require significant rationalization and re-wiring of the existing systems.
- This incoming main supply cable serving the High School and Primary Department is estimated to be an original 1967 cable. It is at the end of its economic lifespan.
- All of these items affect the main automatic fire protection system of the building and as such they are deemed to be of the highest priority. The original date for implementation set out in the Fire Risk Assessment has now lapsed.

- As the performance of the emergency lighting system does not meet current standards it is unlikely that it could be delayed until 2013/14. Any upgrading and renewal of the actual fire alarm system could be delayed. However, this would not be an economical method of procuring or carrying out the works.

Ventilation Systems

- The existing Kitchen canopy extract systems are dated and no longer compliant for a modern commercial style kitchen being constructed in steel/ glass/ timber rather than washable stainless steel. These need to be considered for a complete replacement over the main kitchen cooking areas. A canopy should also be considered for introduction over the dishwasher zone.
- While all other local extract fans are in fair condition there is no ventilation to the following rooms which should be considered so that building users have a safe and healthy place of work:
 - The internal areas of the staffroom farthest from the window.
 - The Server located in the staffroom recess
 - Chemical Store (off Science classroom)
 - Home Economics Store.
 - Office and Reception - G/076 and G/077
 - Store G/069

External Paved Areas

- The external paved areas have been unusable for many years due to their current condition. Additionally, this has raised numerous issues regard slips, trips and falls and compliance with current legislation.
- It is proposed to replace the existing block paving with a suitable tarmac surface laid on a new granular infill.
- There isn't a history of slips, trips and falls on the paved areas because they are deemed to be "no go" areas for everyone. The area is currently unused and under utilised. As such works could be delayed if funding needs to be diverted to higher priority items.

2. Statutory Requirements:

The Council has a statutory duty to ensure that its properties are safe and healthy places of work.

- Fire (Scotland) Act 2005
- Fire Safety (Scotland) Regulations 2006
- Workplace (Health, Safety and Welfare) Regulations 1992
- The Electricity at Work Regulations 1989
- Fixed Statutory Inspections and Reports

- HMI Reports

3. Reference to Corporate and Service Plans:

- This report is consistent with the Corporate Plan and the Building Services Unit's strategy aims for the continued provision of quality educational establishments throughout Shetland.

4. Benefits to Other Services (Internal/External):

- The task of maintenance will be substantially eased when the services systems are renewed.
- A reduction of disruption due to failure will positively impact upon the school, pupils and community users of the school.
- The ventilation works will provide an improved teaching environment for pupils and staff.

5. Definition and Justification of Service:

- A lack of investment in school infrastructure will have a negative impact upon both the long term viability of the Schools Estate and the ability of the school's service to deliver quality services in line with current requirements.
- The overall condition of the estate is the subject of two statutory performance indicators, namely Audit Scotland's SPI 8A "Proportion of the corporate estate (GIA) that is in satisfactory condition" and the Scottish Executive's Condition Core Fact that relates to elemental condition of the school estate.

6. Socio- Economic Considerations:

- The current pupil role is 59 and is projected to remain fairly stable if the school estate were to remain unchanged following the clarification of the Blueprint for Education.
- The school currently employs 40 members of staff in either full-time or part time roles.
- The school building is regularly used by the community in a variety of ways.

7. Stakeholder and Client Consultation:

- No specific consultation has taken place – the works are operationally necessary for the building's continued use.

8. Participation by Others:

- N/A

9. Project Options to Meet Identified Service Needs:

Fire Alarm, Lighting, Incoming Mains and Ventilation Works

- The requirements of the legislation noted above, and the outputs of the stock condition survey carried out in July 2007, and the fire risk assessment carried out in January 2008 highlight that this building's main protective systems are not in full compliance with current legislation.
- The Council has a statutory duty to address any such issues as they arise.
- Failure to address known issues could lead to charges of Corporate Manslaughter in the event of any failure.
- To make best use of available local resources it is preferable that this project is let on a stand-alone basis.
- If the standard Council specification for fire alarms systems is used there is no need to employ specialist mainland based contractors for either installation or ongoing maintenance. All systems can be supported locally.

10. Funding:

Capital: likely source(s) of funding, including external funding

- There is unlikely to be any external funding available for this project.

Revenue: assessment of implications

- Due to the size and scope of these projects we are unable to identify funds to carry them out using the revenue maintenance budgets. In real terms, maintenance funding has been under funded over a period of several years. This situation is compounded by above inflation increases in construction costs, while increases in the maintenance budgets have remained at the then current rate of inflation.
- In real terms, we have less money available to maintain an aging (and growing) estate to ever increasing standards in compliance with statutory legislation. A significant backlog of lower priority work is developing.
- If nothing is done to address the issues raised there will be a marked increase in the number of reactive repairs to those elements of the fabric and services that are failing.
- This will have a negative impact upon the maintenance budget for the school and it will impinge upon our ability to carry out planned and cyclical maintenance.

- The overall estimated cost of the project is as follows:

Element	Cost (£000s)
Fire Alarm, Emergency Lighting & Switchgear	135
Ventilation Works	30
External Paved/Cobbled Areas	50
Total	215

11. Risk Assessment:

Risk Category	Hazards	Risks	Likelihood	Severity	Control action
Professional	Poor standard of design	Service dissatisfaction	L	M	Monitor quality at all stages
	Uncoordinated project delivery	Cost of remedial work	L	M	Employ Clerk of Works
		Duplication of effort	M	M	Integration of working arrangements
	Poor standard of workmanship	Increased council expenditure	M	M	Robust planning and co-ordination of project stages
Financial	Unforeseen additional expenditure	Increase in scope due to Client demands	M	M	Project brief clear and transparent – strict variation control
		Unforeseen or hidden defects	L	H	Follow good professional practice
Legal	Breach of legislation	Prosecution	L	H	Compliance with rules and procedures
	Breach of Health & Safety legislation	Death or injury to employees / public	M	H	Training, monitoring and control procedures
		Corporate Manslaughter	L	H	
Physical	Accident at work	Death or injury to employees / public	L	H	Staff & Contractor training
	Damage to or theft of material or plant	Cost to the council	M	M	Security of store materials and sites, checks and procedures
Technological	Systems failure: Fire Alarms, Emergency Lighting & Switchgear	False Alarms	L	H	Robust design
		System doesn't alert occupants	L	H	Dual operation and redundant backup systems
	ICT file servers / mail server LAN / WAN / telephone communication	Service disruption and delays	L	H	Contingency plans and provisions for Baltasound and satellite sites
Environmental	COSHH / Asbestos Waste	Threat to health of employees / public	M	H	Ensure safe working methods and procedures are in place
		Public image	L	L	

12. Timing:

- The electrical works have been programmed to commence from Summer 2011, but it is unlikely that all of the works could be carried out in their entirety in the summer holidays, and due to disruption it is equally unlikely that they could be carried out during term time. As such a phased rolling programme approach is recommended.

13. Brief for Future Study:

- Design works are due to commence for the electrical works, and a full building electrical and fire alarm test will be carried out in tandem with the appointment of a suitably qualified and competent Electrical Engineer to identify and prioritise those areas of the services installations that need to be addressed first.

14. Third Party Review:

- N/A

15. Conclusions:

- It was an outcome of the original CPRT process that effective maintenance of the Council's corporate estate will require continued capital investment. In the long term it is questionable whether this school can continue to function properly without major investment in essential repairs and maintenance. If this property is to be retained in the long term a clear case for investment funding exists.
- A lack of investment will have a negative impact upon both the long term viability of this property and its ability to deliver quality services in line with current requirements.

16. Recommendations:

- I recommend to the Gateway review team that they consider these proposals and recommend to the Council that funding be approved to enable these commence.

17. Appendices:

- The following linked survey documents:
[Condition Survey](#)
[Fire Risk Assessment](#)

Service Need Case for Happyhansel Primary School

Amendment and Authorisation Record

Service Need Case for Happyhansel Primary School

Date	Author	Paragraph ref:	Nature of change	Authorised by
21 May 10	Jerry Edwards	n/a	First Revision	
26 May 10	Carl Symons		Technical Update	
28 July 10	Carl Symons		Executive Queries	

Service Need Case for Happyhansel Primary School

1. Introduction:

The School Service seek funding to carry out the works set out below so that these properties retain their function and value and are safe and healthy places of work that continue to meet service delivery requirements.

- Happyhansel Primary School was built circa 1981, and is a single-storey traditional block cavity construction with dry render finish, asbestos cement roof covering and a combination of original timber single-glazed windows and more recently installed PVC-u double-glazed windows.

Fire Alarm, Emergency Lighting and Cable Renewals

- Elements of the existing fire alarm and emergency lighting system are obsolete. In the long term this is proving hard to maintain as spare parts are unavailable. This has a significant effect on the running of the school with regard to the Fire (Scotland) Act 2005 and the Fire Safety (Scotland) Regulations 2006.
- Overall the general lighting fittings are in fair condition although the wiring systems have reached the end of their economic lifespan. The school areas are served by a combination of self contained maintained and non-maintained emergency lights to suit.
- The performance of the schools emergency lighting system does not meet the requirements of BS5266 and no areas of the school comply. Additionally, fire risk assessments have highlighted that key switch isolation test points need to be installed. This will require significant rationalization and re-wiring of the existing systems.
- All of these items affect the main automatic fire protection system of the building and as such they are deemed to be of the highest priority. The original date for implementation set out in the Fire Risk Assessment has now lapsed.
- As the performance of the emergency lighting system does not meet current standards it is unlikely that it could be delayed until 2013/14. Any upgrading and renewal of the actual fire alarm system could be delayed. However, this would not be an economical method of procuring or carrying out the works.

2. Statutory Requirements:

The Council has a statutory duty to ensure that its properties are safe and healthy places of work.

- Fire (Scotland) Act 2005
- Fire Safety (Scotland) Regulations 2006
- Workplace (Health, Safety and Welfare) Regulations 1992
- The Electricity at Work Regulations 1989

- Fixed Statutory Inspections and Reports
- HMI Reports

3. Reference to Corporate and Service Plans:

- This report is consistent with the Corporate Plan and the Building Services Unit's strategy aims for the continued provision of quality educational establishments throughout Shetland.

4. Benefits to Other Services (Internal/External):

- The task of maintenance will be substantially eased when the roof and services systems are renewed.
- A reduction of disruption due to failure will positively impact upon the school, pupils and community users of the school.
- The relocation of the ICT Servers will make it easier for ICT personnel to access and maintain their equipment.

5. Definition and Justification of Service:

- A lack of investment in school infrastructure will have a negative impact upon both the long term viability of the Schools Estate and the ability of the school's service to deliver quality services in line with current requirements.
- The overall condition of the estate is the subject of two statutory performance indicators, namely Audit Scotland's SPI 8A "Proportion of the corporate estate (GIA) that is in satisfactory condition" and the Scottish Executive's Condition Core Fact that relates to elemental condition of the school estate.

6. Socio- Economic Considerations:

- The current pupil role is 48 and is projected to remain fairly stable if the school estate were to remain unchanged following the clarification of the Blueprint for Education.
- The school currently employs 23 members of staff in either full-time or part time roles.
- The school building is regularly used by the community in a variety of ways.

7. Stakeholder and Client Consultation:

- The Head Teacher and School Board are aware of the requirement for these works and are keen to see them progress. They wish to be informed of progress.

8. Participation by Others:

- N/A

9. Project Options to Meet Identified Service Needs:

Fire Alarm, Emergency Lighting and Cable Renewals

- The requirements of the legislation noted above, and the outputs of the stock condition survey carried out in July 2007, and the fire risk assessment carried out in January 2008 highlight that this building's main protective systems are not in full compliance with current legislation.
- The Council has a statutory duty to address any such issues as they arise.
- Failure to address known issues could lead to charges of Corporate Manslaughter in the event of any failure.
- To make best use of available local resources it is preferable that this project is let on a stand-alone basis.
- If the standard Council specification for fire alarms systems is used there is no need to employ specialist mainland based contractors for either installation or ongoing maintenance. All systems can be supported locally.

10. Funding:

Capital: likely source(s) of funding, including external funding

- There is unlikely to be any external funding available for this project.

Revenue: assessment of implications

- Due to the size and scope of these projects we are unable to identify funds to carry them out using the revenue maintenance budgets. In real terms, maintenance funding has been under funded over a period of several years. This situation is compounded by above inflation increases in construction costs, while increases in the maintenance budgets have remained at the then current rate of inflation.
- In real terms, we have less money available to maintain an aging (and growing) estate to ever increasing standards in compliance with statutory legislation. A significant backlog of lower priority work is developing.
- If nothing is done to address the issues raised there will be a marked increase in the number of reactive repairs to those elements of the fabric and services that are failing. This will have a negative impact upon the maintenance budget for the school and it will impinge upon our ability to carry out planned and cyclical maintenance. The overall estimated cost of the project is as follows:

Element	Cost (£000s)
Fire Alarm, Emergency Lighting & Switchgear	120
Total	120

11. Risk Assessment:

Risk Category	Hazards	Risks	Likelihood	Severity	Control action
Professional	Poor standard of design	Service dissatisfaction	L	M	Monitor quality at all stages
	Uncoordinated project delivery	Cost of remedial work	L	M	Employ Clerk of Works
		Duplication of effort	M	M	Integration of working arrangements
	Poor standard of workmanship	Increased council expenditure	M	M	Robust planning and co-ordination of project stages
Financial	Unforeseen additional expenditure	Increase in scope due to Client demands	M	M	Project brief clear and transparent – strict variation control
		Unforeseen or hidden defects	L	H	Follow good professional practice
Legal	Breach of legislation	Prosecution	L	H	Compliance with rules and procedures
	Breach of Health & Safety legislation	Death or injury to employees / public	M	H	Training, monitoring and control procedures
		Corporate Manslaughter	L	H	
Physical	Accident at work	Death or injury to employees / public	L	H	Staff & Contractor training
	Damage to or theft of material or plant	Cost to the council	M	M	Security of store materials and sites, checks and procedures
Technological	Systems failure: Fire Alarms, Emergency Lighting & Switchgear	False Alarms	L	H	Robust design
		System doesn't alert occupants	L	H	Dual operation and redundant backup systems
	ICT file servers / mail server LAN / WAN / telephone communication	Service disruption and delays	L	H	Contingency plans and provisions for Happyhansel School and satellite sites
Environmental	COSHH / Asbestos Waste	Threat to health of employees / public	M	H	Ensure safe working methods and procedures are in place
		Public image	L	L	

12. Timing:

- It is unlikely that the services works could be carried out in their entirety in the summer holidays, and due to disruption it is equally unlikely that they could be carried out during term time. As such a phased rolling programme approach is recommended that commences from Summer 2011.

13. Brief for Future Study:

- A full building electrical and fire alarm test will be carried out in tandem with the appointment of a suitably qualified and competent Electrical Engineer to identify and prioritise those areas of the services installations that need to be addressed first.

14. Third Party Review:

- Answers to the additional questions posed by the Executive have been incorporated into this submission and are highlighted in blue.

15. Conclusions:

- It was an outcome of the original CPRT process that effective maintenance of the Council's corporate estate will require continued capital investment. In the long term it is questionable whether this school can continue to function properly without major investment in essential repairs and maintenance. If this property is to be retained in the long term a clear case for investment funding exists.
- A lack of investment will have a negative impact upon both the long term viability of this property and its ability to deliver quality services in line with current requirements.

16. Recommendations:

- I recommend to the Gateway review team that they consider these proposals and recommend to the Council that funding be approved to enable these commence.

17. Appendices:

- The following linked survey documents:
[Condition Survey](#)
[Fire Risk Assessment](#)



REPORT

To: CPRT

12 February 2007

From: Network Manager, Roads

B9071 Bixter to Aith Phase 2

1. Introduction

- 1.1 In this report I describe the current maintenance and other problems with this section of road, I assess the need for improvement and the options available, and I recommend that a hybrid scheme be constructed as soon as possible.
- 1.2 The section covers the whole gap between the Phase 1 improvement (a new 2-lane road from the A971 at Bixter to a point north of the Clousta Junction, completed in 2002) and the Aith Footways scheme (new pavements and other improvements throughout the centre of the village, built in 2004). The works would consist of two sections. A new, engineered 2-lane road from the end of Phase 1, to the start of the low density housing at Houser. And a new full width single-track road from there to the village, using the existing road where this is unavoidable due to the scattered housing. There would also be sections of footpath along lengths of the old road where this is possible.

2. Statutory Requirements

- 2.1 The Council is required under the Roads (Scotland) Act 1984 to "manage and maintain" the public road network. It is empowered under the Act to improve the road network where this is required to meet the above obligation in terms of maintenance, safety, congestion, etc.

3. Reference to Corporate and Service Plans

- 3.1 Under the Council's corporate Plan, the Action Plan for the Maintenance, Improvement and Use of the Road Network was approved in April 2001 following widespread consultation, and assessment of technical need. Included in this was a list of 20 proposed new major road improvement schemes, which included this scheme.

4. Benefits to Other Services

- 4.1 As well as road users, virtually all public and private services and organisations benefit from genuine improvements to the road network.

5. Definition and Justification of Service Need

- 5.1 The service needs which are not satisfactorily met at present here include the following:
- 5.1.1 The southern section is badly in need of heavy maintenance works, including a new surface. Due to very poor foundations, such works need to be carried out more frequently than is desirable.
- 5.1.2 The whole road has carriageway and verge widths which are too narrow for modern commercial vehicles and buses. This frequently leads to the need for edge repairs.
- 5.1.3 There is an increasing demand for housing in Aith, including in the area through which the northern section runs. This, and the success of the footways scheme in the centre of the village, has prompted a demand for improved facilities for pedestrians and cyclists.

6. Stakeholders Consultation

- 6.1 The Community Council has strongly supported this scheme for many years, and they have been consulted over the development of its design.
- 6.2 Affected landowners have also been consulted, especially with regard to the southern, more urgently – required section.
- 6.3 The scheme has been developed through the Scottish Transport Appraisal Guidance (STAG) and overseen by the Member/Officer Working Group (Roads). I enclose as background a copy of the abbreviated STAG – type stage 2 study supported by the Working Group in September 2005 (Appendix 1).

7. Project Options to Meet Identified Service Needs

- 7.1 For the southern section, there are only two significant options: continue with the existing road, or build a new one. Normally a new 2-lane road would cost more over the very long run than an old single-track road due to its greater size. However, in this case this would be outweighed by the very heavy maintenance burden of the old road, its poor foundations, poor edge strength, and increasing traffic loadings.

- 7.2 For the northern section, several options were considered. The Working Group discussion paper recommended a substantial upgrade of the existing single track road, including one verge widened out for pedestrian use. Since then the Design Engineer has developed the scheme further to include some lengths of the old road narrowed and used as the footpath where the new carriageway has room to diverge from the old one. This avoids the risk in the original scheme of vehicles passing each other on the hard verge instead of at passing places, and thereby threatening the safety of pedestrians.

Options for smaller scale improvements or none would not help pedestrians or cyclists in the face of increasing traffic levels. Nor would they deal with the concern of the Maintenance Engineer with regard to carriageway edge and verge damage and repair costs.

8. Appraisal

- 8.1 The above options were originally appraised in the STAG-type stage 2 study enclosed. Since then the change noted in 7.2 above has been developed, and the heavy maintenance works have not had to be done yet.

- 8.2 In summary the evaluation is now as follows:

8.2.1 Environment. No significant net effect.

8.2.2 Safety. Significant improvement for pedestrians and cyclists arising from new lengths of footpath, without increasing vehicle speeds with a 2-lane road.

8.2.3 Economy. Significant improvement in costs of maintenance over the years under Revenue.

8.2.4 Accessibility and Social Inclusion. Considerable improvements arising from lengths of footpath.

8.2.5 Integration. The scheme fits well into various Council Plans and with the activities of other organisations. A 2-lane road to the boundary of the village and continuous footpaths throughout it should contribute to Planning arrangements for the major centre of the West Mainland, for Housing and other developments, and for Public Transport.

9. Timing and Funding

- 9.1 The southern section requires to be built as soon as possible: otherwise expensive maintenance works will have to be carried out. I understand that few landowners are involved and that they have indicated they are willing to sell the required ground.

9.2 The northern section is a very desirable improvement, but it is not as urgent as the Southern one. There will also be far more landowners and householders affected by the land acquisition.

9.3 Therefore I recommend that we seek to complete design and acquire land for the southern section to be built as soon as possible, that is, in 2008/2009. The northern section can then proceed through the prioritisation process to construction in 2009/2010 or later. There is obviously also the possibility that a delay in acquiring the southern land, or more rapid acquisition of the northern ground, or different results than expected from the prioritisation process could lead us to seek to gain the economy of scale likely to be derived from combining the two sections.

9.4 Meantime, however, the proposed funding table is as follows:

2007/2008	Design and land.	£50k
2008/2009	Construction of southern section and design and land for northern.	£900k
2009/2010	Construction of northern section and retention for southern.	£700k
2010/2011	Retention for northern section.	£20k

10. Recommendation

10.1 I recommend that the above scheme be built, phased and funded meantime as in 9. above, for the reasons given in 8. above and in the Appendix.

B9071 BIXTER TO AITH, PHASE 2
Capital Programme Service Need Case
Amended Report, July 2010

Executive Summary. The project will involve the replacement of 1.3km of the above road, and it is made necessary by the poor condition of the existing road, especially its foundation. There are also a number of safety issues at present, and the road is the principal access to Aith, an important centre of population and facilities in the West Mainland. The new road has been fully designed, and land acquisition is virtually complete. It is provisionally allocated funding in years 1-3 of the current Capital Programme.

1. Introduction

- **Brief history.** This project has been under consideration by the local community and ourselves for many years. It has been subject to various studies, surveys, and assessments, all of which indicated that substantial improvement of the existing road is essential.
- **Background.** Phase 1, the “Bixter Brae” scheme, was completed in 2001, and the “Aith Footways” project was done in 2005. These immediately drew requests that we “complete the job”, by also improving the sections in between. That is, Phases 2 and 3.
- **Brief description of issues to be resolved.** The most important issue is the very poor foundation of the length of road covered by Phase 2, probably due to the road having been built on peat. A second issue is the increasing level of traffic generated by the facilities and housing in the Aith area. A third issue is the unsafe nature of a relatively busy road having such a narrow carriageway. (Although there have not been a significant number of accidents, there has been at least one occasion when a bus caught the verge and left the road.) A fourth issue arises from the roadside housing (and consequent pedestrian movements and vehicle manoeuvres), which has popped up along the length of road nearer the village: that is, on Phase 3.

2. Statutory Requirements

- The Roads (Scotland) Act 1984 requires the Council to manage and maintain the public road network: the Council could be said to be not complying with either of these requirements if restrictions have to be placed on the road to protect it from further deterioration (or if the road has to be closed completely due to lack of heavy maintenance). The Road Traffic Act 1988, Section 39, requires the Council to investigate accidents, and take appropriate measures to prevent them.

3. Reference to Corporate and Service Plans

- **Shetland Transport Strategy.** Improvements to the local roads network are supported in Section 7.3.
- **Shetland Local Plan.** This project is specifically mentioned in the Sandsting and Aithsting Statement, Section 12.2.

Responsible Officer	Mike Finnie					
Issue No.	1	Revision No.		Revision Date:		Doc Ref: 1.4.1.1

- **Shetland Single Outcome Agreement.** This project is in line with the agreement to seek to reduce casualties arising from road crashes, and to ensure good access for all.
- **Roads Service Plan.** Several sections of this refer to the assessment and improvement of the road network for the benefit of the community.

4. Benefits to Other Services (Internal/External)

- **Benefits.** All road users are likely to benefit from road improvements of this nature, including all public and private bodies serving the surrounding communities.
- **Adverse effects.** I do not consider that construction of the scheme would impose any significant adverse effects on other bodies or individuals.

5. Definition and Justification of Service

- **Why the proposed project is required.** See Section 1 above.
- **Supporting studies or reports.** See Appendices listed in Section 17 below.

6. Socio- Economic Considerations

- These are identified in the Appendices.

7. Stakeholder and Client Consultation

- There has been general agreement of Community Council, local SIC Members, landowners, and user groups on the proposal to realign & prioritise Phase 2, and do lesser works for Phase 3 at a later date.
- The Member/Officer Working Group (Roads) approved the STAG Stages 1 and 2 studies (the latter in September 2005). See Appendix.
- In February 2007 the Council's former Capital Programme Review Team (CPRT) approved the scheme for inclusion in the then Capital Programme. See Appendix.

8. Participation by Others

- **Describe any partnering arrangements.** There are no direct partnering arrangements proposed.
- **Links with other Council Services.** As stated in Section 4 above, many services will benefit from the above project. Notable examples are: Transport, Schools, Environment, and other users of large vehicles.

9. Project Options to Meet Identified Service Needs

- **Do nothing.** This is not an option, since the road's condition is deteriorating so rapidly.
- **Patch it up.** This would not be sufficient, even in the short term, since the road's condition is so poor.
- **Resurfacing.** This would only be sufficient in the short-to-medium term. It would require a certain amount of reconstruction (see below), and have to be repeated within another 10 to 15 years. The road safety and capacity issues listed in Section 1 above would not be addressed. The estimated cost of this is £150-200,000 every 10 years, from Revenue budgets.

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- **Reconstruction and widening.** In theory this would provide a reasonably good solution. However, for several months during construction, traffic might have to be diverted over a very long alternative route. Therefore, it is not a suitable option.
- **Realignment** (that is, the construction of a 900m length of new, wider road alongside the existing one, and the reconstruction of 400m of the existing road). This is the option which was selected on technical grounds, and by the Roads Working Group, as being the most appropriate. The estimated cost is £2.1m (see below), leading to a Net Present Value (NPV) of approximately that amount. Although this is much greater than the NPV of the Resurfacing Option, the benefits to road users and others from the improvements to capacity and safety (not normally given monetary value in abbreviated STAG-type studies) lead to my recommendation.
- **Also do Phase 3 now.** There is less need to improve this section, due to it being in a reasonably good maintained state, and to the community recognising that its narrowness acts as a useful form of “traffic calming” at the entrance to the village. It is listed as one of our “footway schemes” to be prioritised and carried out under separate arrangements at a later date.

10. Funding (Capital and Revenue)

- **Statement as to likely source(s) of funding for:**
 - **Feasibility Study.** This was done some time ago.
 - **Implementation.** The Council’s Capital Programme is the appropriate source of funding. The total estimated to be required is £2.1m (including recent construction price increases, land, Design staff recharges, etc), and the following profile is currently listed in the Indicative Capital Programme:
 - 2010/11 £0.15m (for final preparation, and start of construction)
 - 2011/12 £1.40m (for most of the works)
 - 2012/13 £0.50m (for completion of the works)
 - 2013/14 £0.05m (for snagging and retention)
- **Assessment of revenue implications.** I expect significant savings over many years to come (£150-200,000 every 10 years. See Section 9 above).

11. Risk Analysis

- The only ‘high level’ risks to the community are that restrictions may need to be applied to the road if neither the above project nor heavy maintenance works proceed shortly.
- Since the final “consents” for the project have not yet been concluded, there is a small risk of delay to the start of construction.

12. Timing

- **Legislative drivers.** The obligations detailed in Section 2 above indicate that the project is urgent.
- **Availability of resources.** Funding is currently allocated in the Capital Programme in 2010-12. Civil engineering design and supervision staff are available in the

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Roads Service. Several engineering contractors are available locally to do this kind of work, including the Council's own Roads Trading Partner (the former DLO).

- **Coordination with any linked projects.** I am not aware of any.

13. Brief for Future Study

- **Site investigation.** This work has been done.
- **Preliminary design/ investigation on identified options.** ditto
- **Budget estimates for identified options.** ditto
- **Assessment of likely Planning implications.** Completion of these works would enhance Aith as a "hub" for much of the West Mainland (see Section 3 above).
- **Utilities.** They have been consulted with regard to diversions, etc.

14. Third Party Review

- There is normally no requirement for a third party to review an ordinary road improvement project.
- However, it is our normal practice to ensure that the Department's Road Safety Engineer carries out a safety audit or safety check on all medium-to-large schemes. This will be done shortly.

15. Conclusion. The above section of road is incapable of carrying the number and size of vehicles, which are now using it, without significant improvements to foundation strength, carriageway width, and safety. The first of these could be addressed by carrying out heavy maintenance works (using Revenue funds), but these would cause significant disruption to traffic, and would have to be repeated at regular intervals in future. They would also not address the capacity and safety issues. There is general approval of the project by the community and the Council's Working Group, and design and land acquisition are concluded.

16. Recommendations. I recommend that the above project retain its current position and funding in the Capital Programme: that is, for the construction period to run from February 2011 until about July 2012 (inclusive), as profiled in Section 10 above.

17. Appendices. I enclose copies of the Stage 2 STAG report of September 2005, and the report to the Capital Programme Review Team in February 2007.

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SUMMARY OF PRIORITY CRITERIA BY HoS

Project: A9071 Bixter to Aith Phase 2

No.	Criteria	Brief Justification	Points Awarded by Panel
1	Statutory Need/Legal Risk (Quote Relevant legislation etc.)	The scheme has been developed under the requirement in the Roads (Scotland) Act 1984 to manage and maintain the public road network. There is no "legal risk" if this scheme was not done: there would be if nothing was done.	
2	Clear Service Need (Brief definition of Council mandate/most recent decision – min .ref.)	The southern section requires heavy maintenance works at considerable cost in the very near future unless the new road can be built first. The northern section requires provision of better facilities for pedestrians and cyclists. The whole length requires widening to accommodate modern traffic sizes and volumes. The scheme has been assessed under a STAG-type appraisal and overseen by the Member/Officer Working Group (Roads). Minute reference 111/02.	
3	Option Appraisal (Brief summary of options considered and that preferred – attach relevant details)	The only worthwhile options are to continue to carry out heavy maintenance on the existing road, or to build this scheme. It consists of a new engineered 2-lane road as an extension of the existing road from Bixter up to the start of the area of scattered housing near Aith. From there it is proposed to build a new single track road to join up with the new pavement scheme in the village itself. Assessed under STAG it provides the following benefits: Environment; no significant change. Safety; improvements for pedestrians and cyclists. Economy; reduced maintenance costs. Accessibility and Social Inclusion; improved conditions. Integration; the scheme fits well with the plans and activities of other departments and organisations.	
4	Work Necessary to Maintain Current Service or Assets (Summary of requirement – is it within a Rolling Programme – Yes/No)	One of the above options is necessary to maintain current service and assets. The scheme is not within a rolling programme.	
5	Link to Corporate Plan (Is it named in Corporate Plan – Yes/No)	No.	
6	Number of People that Will Benefit (Customers, groups other services)	Several hundred people use the road daily including journeys to school, and in the course of a year several thousand people will use the road on foot, on cycles, in vehicles, and delivering and receiving goods and services.	
7	Community Support Local/Shetland/National (Strength and numbers)	The Community Council has supported this proposal for many years. The scheme will also enhance the establishment of housing and other facilities in the area.	
8	Capital Outlay Amount Required/When (years) (Cash flow profile. Date required in service)	2007/08 £50k 2008/09 £900k (southern section required in service this year) 2009/10 £700k 2010/11 £20k	N/A
9	Revenue Cost p.a. Increase/(Decrease) (Cost to run and whether extra or substitute)	There would be a significant one-off saving in Revenue costs, along with small annual savings thereafter.	N/A

Notes: In item 11 you should insert the capital requirement inclusive of all fees and other charges necessary to complete the project into service. This should be linked to project implementation duration.
 In item 12 the revenue costs are those directly related to the project. These will be the total of staff/services/running/maintenance if the service is new, or the extra/saving against existing costs if the project is simply a replacement facility.



DISCUSSION PAPER

Appendix 1

**To: Members/Officers Working Group
Management of Road Schemes**

19 September 2005

**From: Network Manager, Roads
Department of Infrastructure Services**

B9071 Bixter to Aith Extension: Report on Stage 2 Appraisal

1 Introduction

- 1.1 This scheme, has been accelerated through the option appraisal process largely as a result of increased maintenance costs relating to the structural degradation of the existing road. Maintenance costs are set to spiral, merely to keep the road in a passable condition and could possibly be saved, or at least reduced, if a Major improvement were carried out sooner rather than later.

2 Options

The options identified are:

- 2.1 Immediate reconstruction along the existing alignment from the previous Bixter Brae scheme in double width as far as the settlement at Houser, then continuing with a single track reconstruction to tie in with the recent Aith village footways scheme. This would minimise potentially redundant maintenance expenditure.
- 2.2 Continued maintenance with minor improvements where possible, until major Capital improvement is carried out. Revenue expenditure will no doubt rise as the timescale for major improvements lengthens and be reflected as a higher proportion of the overall investment in the asset.
- 2.3 Splitting the proposal in option 1 into two distinct phases, double width section Phase 1, followed by single track section Phase 2 which would afford some flexibility as to the timing of the works and be less dependent on savings made from reduced maintenance costs. This would also allow for flexibility in the implementation of the second phase in line with any future developments.

Options	Est. Cost	Objectives Achieved	Works Summary
Option 1 Reconstruction as soon as is practicable.	£1.25M	All original objectives are achieved, including maintenance savings	Reconstruction and improving a strip of some 1100m to full double width plus another kilometre or so of designed single track.
Option 2 Reconstruction following extended maintenance works.	£1.25M + maintenance costs	Achieves basic objectives but without savings on reduced maintenance costs	As option 1 but on a longer timescale following extended maintenance works.
Option 3 A phased construction process	Phase 1 £750k Phase 2 £500k	Achieves main objectives over a longer timescale	Splitting the scheme into two phases (double width section Phase 1, followed by single track section Phase 2)

3 The Part 2 appraisal

The part 2 appraisal is intended to examine the impact of the scheme in the particular context of the Government's five main objectives, namely;

- Environment, where all environmental impacts are considered;
- Safety – these are accident and security benefits, which are assessed in terms of accident savings and qualitative changes respectively;
- The impact on the Economy, itself broken down into two parts:
 - Transport economic efficiency (TEE): this addresses the economic welfare impacts of the proposal, which are assessed in terms of what users are willing to pay in order to use it and the financial impact on private sector transport providers; the TEE assessment should also include any demand side impacts arising from land use or other impacts of the proposal
 - Economic activity and location impacts (EALIs): this addresses the need to include an assessment of any national, and where appropriate regional, subregional or local, employment/GDP impacts which may accompany improvements in TEE, together with any impacts associated with land use changes attributable to the proposal.
- Integration, which addresses the impact of the proposal against a three-fold definition of the objective;
- Accessibility and Social Inclusion, which addresses community and comparative accessibility, which are broken down into public

transport network coverage, local accessibility, and the distribution of impacts by people group and location.

Given the accelerated promotion of this scheme, it should not be necessary to rigorously follow the economic assessment outlined above. It is thought to be more relevant to concentrate on the more obvious financial and economic implications relating to maintenance costs/savings and the timescale for the works rather than attempt to show marginal economic benefits relating to the improved infrastructure in any detail.

3.1 Environment

There will be a minimal impact on the environment associated with earthworks required to deliver this scheme. The existing road follows a fairly straight alignment with little deviation required to implement the improvements. Positive impact on the environment will accrue from improvements to existing drainage in the area which, at present, has difficulty in coping with current demands.

3.2 Safety

The current state of the road at several places along its length would raise concerns in relation to the ability of the infrastructure to deliver a service safely. The problems of surface water lying in wheel tracks could lead to a vehicle aquaplaning and losing control. The uneven road surface (where it is likely that subsidence of the road structure due to poor drainage has been responsible) can cause even more concern if drivers are caught unawares.

Improvements as outlined above will remove those concerns but will as ever contribute to an increase in overall vehicle speeds, which in turn will make the consequences of any accidents more severe. The retention of a considerable distance of single-track road at the curves at the village entrance will go some way to keeping vehicle speeds lower where accidents would otherwise be more likely to occur and to be more serious. Adequate verge width to act as pedestrian refuge along both sides of the single-track section must be included in the design.

3.3 Impact on the Economy

Economic impact of such schemes is limited, other than to partially encourage further development attracted by marginally improved accessibility and shorter journey times. However, this will be more likely to be dependent on the availability of suitable sites, both here and in Lerwick, rather than by extensive local road improvements and of course, not forgetting future changes to education provision in Shetland.

Economic impacts relating to delays to traffic suffered during the works are typically of such an order as to be almost immeasurable and likewise un-recoverable during a normal design life for the road.

3.4 Accessibility

Improvements in accessibility as a result of this scheme are merely those which would be considered to be normally required through the demands of increasing vehicle size and weights over the past 40 years or so since the road last received any major upgrading.

3.5 Integration

This consists of three distinct elements;

- Transport Integration
- Transport Land-use Integration
- Policy Integration

Little if any effect either way from transport and land-use integration, since the scheme seeks only to improve the quality of the infrastructure and maintain the existing levels of usage, but could encourage trips derived from social activities, such as visiting the leisure centre.

Policy considerations such as Local Transport Strategy, Local Plan and Structure Plan are all in support of this type of project improving on levels of service to existing centres of population.

Consultation with the local Area Engineer and the Community Council has highlighted the need for extensive maintenance requirements on this road and encouraged the pro-active approach to consider the benefits from bringing forward a major improvement which in turn would result in possible substantial savings in maintenance costs.

4 Summary

The purpose of this study is to ascertain the level of savings, if any, that could be achieved by bringing forward proposals to improve the remaining section of the B9071 from Bixter into Aith.

The proposed improvements, following consultation with the community, would include the extension of the double width carriageway as far as Houser, from where it would continue as a full 3.3m design width single track into the village. The aim of retaining a single track section at the village entrance is to restrain vehicle speeds in the vicinity of housing, which extends out from the village as far as Houser.

The total length of the proposed works extends to some 2.25km and due to the separate and distinct character of both sections, lends itself to a phased construction process. The extent and phasing of the works would be dependent on achieving the majority of maintenance cost savings during the implementation of phase 1 of the works, i.e. to tackle the section with the most pressing maintenance issues first. Whether this would result in constructing the double width or single track section first, or even a combination of the two would require further detailed investigation.

Costs and benefits of this scheme revolve around the savings to be made in carrying out improvements, which reduce the short and medium term maintenance costs, and the costs associated with delivering an improvement that would not otherwise be required at this time in terms of the existing and forecast usage.

In general terms, there are economies to be earned from carrying out all the works at one time, including minimising disruption and delays and the benefits to the community will have a greater impact if the works are carried out sooner rather than later. It is therefore recommended that the group support the development of Option 1 and agree to promote this scheme, reporting to the Capital Project Management Team for placement within the Capital Programme.

Network Engineer

B9082 GUTCHER TO CULLIVOE
Capital Programme Service Need Case
Amended Report, August 2010

Executive Summary. This project has arisen because of the increased use of this road by heavy traffic, due partly to the locating of a haulage contractor and a bus garage in Cullivoe. In addition, there are now regular landings of fish at the Cullivoe pier resulting in fully loaded articulated lorries regularly using this road. The particular problems identified are that most passing places are too small to allow two large vehicles to pass each other, much of the road is very narrow for commercial vehicles, the Stonganess Brig at the Voehead is in poor condition, and a short section of road at Garths has very poor alignment.

STAG studies concluded that while a new road between Gutcher and Cullivoe was desirable, it is not economically feasible, and a cheaper solution had to be found. The proposal now put forward is to improve a number of passing places to better accommodate the large vehicles often using them, carry out improvements at the Garths bends and the Voehead, and carry out minor widening of some of the narrower parts of the road.

If these improvements are undertaken, the Cullivoe Hill Road could be removed from the list of public roads giving savings in maintenance costs.

It is proposed that most of this work be carried out in 2012/13 and 2013/14, instead of over a period of three years (2010/11, 2011/12 and 2012/13), as has been provisionally allocated funding in the Indicative Capital Programme. This postponement is necessary to allow sufficient time for design, land acquisition, etc.

1. Introduction

- **Brief history.** This project has been under consideration by the local community and ourselves for many years. It has been subject to various studies, surveys, and assessments, all of which indicated that substantial improvement of the existing road is essential to maintain current access standards for the Cullivoe area.
- **Background.** STAG pre-appraisal and Stage 1 studies have investigated the various options available, ranging from a full new two-lane carriageway to a do nothing. The do nothing option would, in time, result in substantial maintenance costs and possibly weight restrictions. This was discarded early on, as was the full two-lane carriageway, which was recognised as not being realistic within current budgetary restrictions. The achievable option being to combine alignment improvements of the worst sections with localised widening and passing places.
- **Brief description of issues to be resolved.** Most of the problems arise from the numbers of heavy vehicles, which use this road and the very poor foundations of some parts of it, probably due to the road having been built on peat. A second issue is the increasing level of traffic generated by industry in the Cullivoe area and the landing of fish at the Cullivoe pier. A third issue is the history of accidents,

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including those involving large vehicles coming to grief on the very narrow carriageway, thankfully without injury but with increasing regularity, according to local reports. The Stonganess Brig is in poor condition, and its approaches along the Voehead are subject to occasional flooding at spring tides. Much of the road's alignment is fairly poor, but the area of the Garth Bends is particularly bad.

2. Statutory Requirements

- The Roads (Scotland) Act 1984 requires the Council to manage and maintain the public road network: the Council could be said to be not complying with either of these requirements if restrictions have to be placed on the road to protect it from further deterioration (or if the road has to be closed completely due to lack of heavy maintenance).
- The Road Traffic Act 1988, Section 39, requires the Council to investigate accidents, and to take appropriate measures to prevent them.

3. Reference to Corporate and Service Plans

- **Shetland Islands Council Corporate Plan.** Maintain the standard of Shetland's roads and transport infrastructure
- **Shetland Transport Strategy.** Improvements to the local roads network are supported in Section 7.3.
- **Shetland Local Plan.** Previous repairs and improvements to this road, carried out around 2000 – 2003 to support the development of industry and its future needs, is highlighted in the Local Plan, Yell Community Statement, Section 9. Business and Industry.
- **Shetland Single Outcome Agreement.** This project is in line with the need to ensure good access for all.
- **Roads Service Plan.** The Roads Service Plan identifies the need to maintain the existing road network and improve it where appropriate.

4. Benefits to Other Services (Internal/External)

- **Benefits.** All road users are likely to benefit from road improvements of this nature, including all public and private bodies serving the surrounding communities.
- **Adverse effects.** I do not consider that construction of the scheme would impose any significant adverse effects on other bodies or individuals.

5. Definition and Justification of Service

- **Why the proposed project is required.** See Section 1 above.
- **Supporting studies or reports.** See Appendices listed in Section 17 below.

6. Socio- Economic Considerations

- These are identified in the Appendices.

7. Stakeholder and Client Consultation

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- There has been general agreement of Community Council, local SIC Members, landowners, and user groups on the proposal to realign the worst sections at Garths and Voehead, to prioritise localised widening, and to do lesser works to extend passing places in order to accommodate large vehicles.
- In February 2009 (See Appendix) the Council's Member Officer Working Group - Roads approved a series of improvements which was subsequently included in a Review of Main Road Improvement Policy presented to the Infrastructure Committee in September 2009

8. Participation by Others

- **Describe any partnering arrangements.** There are no direct partnering arrangements proposed.
- **Links with other Council Services.** As stated in Section 4 above, many services will benefit from the above project. Notable examples are: Transport, Schools, Environment, and other users of large vehicles. Improved access to Cullivoe Pier.

9. Project Options to Meet Identified Service Needs

- **Do nothing.** Is simply to maintain the road surface with reactive maintenance where required and programmed works such as drainage maintenance and surface dressing over its life-cycle. This is not a realistic option, since without significant maintenance works, the road's condition will deteriorate to the point where weight restrictions may become necessary.
- **Patch it up.** This would involve edge strengthening works along a large part of the road's length it would require similar costs to the proposed localised widening option (STAG Stage 1) but without the same benefits, and may still require weight restrictions since the road's foundation is so poor.
- **Local Realignment with Other Minor Improvements** (that is, the construction of a length of new, wider single carriageway through the Garths bends; the replacement of the Stonganess Brig, including realigned approaches along the Voehead; and the reconstruction and widening of short lengths of the existing road). This is the option which was selected on technical grounds, and by the Roads Working Group, as being the most appropriate. The estimated works cost is £460k (£200k for Garth Bends, £100k for Stonganess Brig and £100k for its approaches, and £60k for minor widening of carriageway and enlargement of passing places)
- **Reconstruction and widening throughout.** In theory this would provide a reasonably good solution and is more or less an extension of the above proposal, but it could not be carried out without closing the road for several months during construction. The Old Hill Road does not offer an acceptable long-term diversion route. The estimated cost is £2-3m.
- **Construction of a new road from Gutcher to Cullivoe.** This has been ruled out on grounds of cost (estimated at £7m for the 5km), and lack of supporting evidence for benefits justifying the expenditure.

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10. Funding (Capital and Revenue)

- **Statement as to likely source(s) of funding for:**
 - **Feasibility Study.** This was done some time ago.
 - **Implementation.** The Council's Capital Programme is the appropriate source of funding. The total estimated to be required is £500k, and it would be profiled as follows:
 - 2010/11 £50k for scheme preparation and some passing place improvements
 - 2011/12 £10k for further scheme preparation.
 - 2012/13 £190k for re-alignment of the Garths bends.
 - 2013/14 £200k for replacement of the Stonganess Brig and realignment of the approaches on the Voehead, and widening and edge strengthening of narrow sections.
- **Assessment of revenue implications.** I expect significant savings over many years to come if this improvement is undertaken. Further revenue savings will ensue if these improvements allow the old Cullivoe Hill Road to be removed from the list of public roads.

11. Risk Analysis

- The only 'high level' risks are that restrictions may need to be applied to the road if neither the above project nor heavy maintenance works proceed shortly.

12. Timing

- **Legislative drivers.** The obligations detailed in Section 2 above indicate that the project is urgent.
- **Availability of resources.** Funding is currently allocated in the Capital Programme in 2010/11/12/13, and it should be possible to transfer most of this to the later dates of 2012/13 and 2013/14 as proposed in this report. Civil engineering design and supervision staff are available in the Roads Service. Several engineering contractors are available locally to do this kind of work, including the Council's own Roads Trading Partner (the former DLO).
- **Coordination with any linked projects.** I am not aware of any.

13. Brief for Future Study

- **Site investigation.** Some has already been done. Further work will proceed once the scheme's place in the Programme is confirmed.
- **Preliminary design/ investigation on identified options.** ditto
- **Budget estimates for identified options.** ditto
- **Assessment of likely Planning implications.** Completion of these works would enhance Cullivoe as a "hub" for industrial development in Yell (see Section 3 above).
- **Utilities.** Still to be consulted.
- **Land.** Will proceed when scheme's place is confirmed in the programme.

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14. Third Party Review

- There is normally no requirement for a third party to review an ordinary road improvement project.
- However, it is our normal practice to ensure that the Department's Road Safety Engineer carries out a safety audit or safety check on all medium-to-large schemes. This will be done shortly.

15. Conclusions. Although the total amount of traffic is low, the large proportion of commercial vehicles and buses now using the Cullivoe road has highlighted the need for improvements to it. With the agreement of the Member Officer Working Group Roads, it is proposed that one of the worst bends, located at Garths, should be improved; that the Stonganess Brig and its approaches along the Voehead need to be replaced, and that some minor widening of the narrower sections of road should be undertaken along with improvement of passing places to accommodate the size of vehicles now using the road. Removal of the Cullivoe Hill Road from the list of public roads would give additional savings in maintenance costs in future years.

16. Recommendations. I recommend that the above project should remain in the Capital Programme, but with the date for most of the construction set back to 2013/14, as profiled in Section 10 above.

17. Appendices. I enclose copies of the Discussion Paper as presented to the Member Officer Working Group – Roads in February 2009 containing the STAG Pre-Appraisal and Stage 1 report.

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DISCUSSION PAPER

To: Member Officer Working Group (Roads)

10th February 2009

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

**B9092/83 – Gutcher to Cullivoe
STAG: Stage 1 Appraisal**

1 Introduction

- 1.1 This paper serves as a vehicle to introduce a STAG stage 1 appraisal of options for the improvement of the B9082/83 Gutcher to Cullivoe road. (See Appendix A)

2 Discussion

- 2.1 The STAG study amalgamates a pre-appraisal and a stage 1 appraisal, encompassing as it does a short description of the area, its geography and some background information relating to the current transport infrastructure and level of use.
- 2.2 The analysis of the problems and opportunities leads to the objective setting stage. Members may wish to consider if the objective accurately reflects the needs of the area.
- 2.3 The discussion should centre round the suitability of each option to satisfy the objectives. In this case, the options do not vary in approach or nature; they are merely of varying degree. That is to say that the options only differ in the scale of the works or level of improvement.
- 2.4 The central element of the STAG methodology is the evaluation of options in the context of the key criteria. These are:
- The Environment
 - Safety
 - Economy
 - Integration
 - Accessibility & Social Inclusion
- 2.5 Evaluation takes the form of noting the level of impact, positive or negative against a seven point scale, running from positive major through neutral to negative major.

- 2.6 In this study, as is common in Shetland, the vehicle flows and population sizes are not significant to have any real measurable effects and hence a qualitative assessment of all the elements is best used rather than trying to separate options using a purely arithmetic cost benefit form of analysis.

3 Conclusion

- 3.1 The group is invited to give guidance in the selection of a preferred option or options to take forward to a stage 2 study, including detailed design and costing of the option(s).
- 3.2 A full topographical survey will then be programmed, with detailed design for the option(s) to follow before a STAG stage 2 report is presented to the group for final option selection.
- 3.3 However, at this present stage I would particularly welcome guidance on the following:
- 3.3.1 the desirability of constructing a few larger passing places as soon as possible.
 - 3.3.2 that Option 6 should be dismissed
 - 3.3.3 that procedures to de-classify the Old Hill Road be pursued along with its' removal from the list of Public Roads.

1 Introduction and Background:

-

1.5 Cullivoe (population 169 – Dec 08) overlooks the sheltered Bluemull Sound between Yell and Unst and has been a long standing focus of the local herring industry. For many years it was the main terminus for the passenger ferry linking Yell with Unst, but this later migrated south to Gutcher before being replaced by the roll-on-roll-off service from Gutcher.

1.6 A new harbour was built at Cullivoe in 1991 and this remains the most active port on the island although average shipping movements are only in the order of 220 per annum.

There is a fairly frequent bus service linking Cullivoe with the ‘outer world’;

MONDAY TO SATURDAY						SUNDAY	
		C		C	E	A	B
Cullivoe	d	0820	0815	1510	1645	1630	1955
Gutcher	d	0830	0830	1515	1655	1640	2005
Sellafirth	d	0835	0833	1520	1658	1643	2008
Camb	d	0840	0838	-	1703	1648	2013
Mid Yell Junction	d	-	0840	-	1705	1650	2015
Mid Yell School	a	0850	-	1530	-	-	-
West Sandwick	d	-	0845	-	1710	1655	2020
Ulista	a	-	-	-	1715	1703	2028
Ulista	d	-	0910	-	-	-	-

And;

MONDAY TO SATURDAY							SUNDAY		
		C		C	D		A	B	
Ulstā	d	-	0930	-	1715	1820		1710	2035
West Sandwick	d	-	0938	-	1718	1828		1718	2043
Mid Yell Junction	d	-	0943	-	1723	1833		1723	2048
Mid Yell School	d	0855	-	1537	-	-		-	-
Camb	d	-	0945	1543	1725	1835		1725	2050

Key:

A = October to March, School term only
B = April to September, School term only
C = Monday to Friday only, School term only
D = Thursday and Friday only
E = April to September

Fare:

- Mid Yell Junction/Ulsta - £1.05
- Gutcher/Ulsta - £2.20
- Cullivoe/Gutcher to Lerwick - £4.20 (includes Ferry Fare)
- Mid Yell to Lerwick - £4.20 (includes Ferry Fare)

- 1.7 Despite providing access to Lerwick's supermarkets for those without a car and improving the accessibility and social inclusion of Cullivoe, it is perhaps not surprising to note that this service averages only 2 passengers per day on the Cullivoe to Gutcher section.
- 1.8 Traffic volumes on the B9082 are very light in real terms, with peak hour 2-way flows rarely more than 30 vehicles, daily flows in the order of 130 and weekly totals of about 1700 vehicle movements. However, the percentage of heavy vehicle movements are particularly high, regularly between 15 and 30 percent of the total flow in each direction. This is not surprising given that Cullivoe, with its busy local pier, is also home to a haulage firm and a bus operator.
- 1.9 Data analysis can give us an idea of the current usage patterns for the transport system, although such small figures are difficult to use in like for like comparisons.
However, perceptions of problems or opportunities with the transport system as identified by users, operators, the public at large and politicians can be equally as important as problems that can be quantified through data analysis and will often form the basis for reasoning during the objective setting and option development stages.
- 1.10 Throwing the net a little wider, to consider problems and opportunities not directly affected by the study so far will allow us to include problems and opportunities in relation to the Old Hill Road, also part of the B9082, but little more than an un-surfaced track in reality.
- 1.11 This road affords access to sheep crûs and hill land in connection with crofting activities, but has deteriorated to the point where 4x4 vehicles may be required. Usage is all but limited to crofting activities and the road is gated at the north end.

2 Problems and Opportunities

- 2.1 There are a number of problems which have been identified with this transport link, with most related to the large vehicles operated by the haulage firm and bus operator based in Cullivoe.
- 2.2 The most significant problem seems to stem from the width of the road. The road is extremely narrow in many places with the wheel track of large vehicles being pushed right to the edge of the tarred surface. This, combined with poor foundations and minimal verge support in places, causes maintenance issues as well as creating a situation where road edge collapse can result in a vehicle going off the road.
- 2.3 Whilst much of the road is straight with good inter-visibility between passing places, there are issues when two large vehicles meet and the size of passing places failing to accommodate.
- 2.4 The alignment of the road at the areas known as Garths Bends and the Voehead, is less than ideal and causes specific problems, in particular, the Voehead area is low lying and can flood or pose problems during wintry conditions.
- 2.5 In addition to the above, the road junction of the B9082 and the A968 near the Gutcher ferry terminal has long been identified as having poor visibility, particularly for the approach speeds of ferry traffic and the slow manoeuvring speeds of the large vehicles exiting the junction.
- 2.6 The opportunity to remove the old Hill Road from the list of public roads presents itself in conjunction with an improvement of the main Gutcher to Cullivoe B9082 to a standard which would address the main problems outlined above.

3 Objective Setting

- 3.1 Establishing objectives is essential to the overall quality of the appraisal of transport options and their ultimate results. The relative performance of options against objectives plays a key role in a STAG study. In particular, it is important to express the outcomes sought in the study area and take full account of the root causes and consequences underlying identified problems or opportunities.
- 3.2 Objectives are also to be S.M.A.R.T. i.e. Specific, Measurable, Achievable, Realistic and Timed.
 - **Specific**, it will say in precise terms what is sought;
 - **Measurable**, there will exist means to establish to stakeholders' satisfaction whether or not the objective has been achieved;
 - **Attainable**, there is general agreement that the objective set can be reached;

- **Relevant**, the objective is a sensible indicator or proxy for the change which is sought; and
- **Timed**, the objective will be associated with an agreed future point by which it will have been met.

3.3 In this context, the objective of this study is two fold, firstly to alleviate the problems experienced by large vehicles whilst reducing the maintenance burden at the same time. There is no evidence to suggest that development has been hindered thus far by the standard of rural road provision throughout the isles as the dispersed location of salmon farms are testament and this case is no different. In fact, the location of a haulage firm and bus operator within the village of Cullivoe go some way to prove the opposite.

4 Options

4.1 It is vital to develop options that reflect the full range available and that seek to meet a study's defined objectives, not just immediate manifestations of problems. It is also essential to bear in mind at this stage, that the options will be considered against the key STAG criteria of:

- Environment;
- Safety;
- Economy;
- Integration; and
- Accessibility and Social Inclusion.

4.2 The purpose of Option Generation, Sifting and Development is to derive a range of options which should provide the solution/s to meet the Transport Planning Objectives and alleviate the problems or opportunities identified.

4.3 The options generated must be appraised against a 'do-minimum' option that includes transport improvement commitments that have policy and funding approval and from which it would be difficult to withdraw. In this particular case, there are no such commitments, other than the general commitment of maintenance, including the obligation to maintain the old Hill Road.

5 Option Generation

5.1 Once the situation in the study area has been examined, problems and opportunities identified and Transport Planning Objectives set, the next step is to start developing options which will achieve the desired transport outcomes.

5.2 Options Identified & Considered

5.2.1 Option 1 :

Is simply to maintain the road surface with reactive maintenance where required and programmed works such as

drainage maintenance and surface dressing over the life-cycle.

5.2.2 Option 2

Elongation of passing places to accommodate large vehicles.

5.2.3 Option 3 :

Full length road widening and verge reconstruction throughout, maintaining a single track carriageway in addition to the works outlined in Option 2.

5.2.4 Option 4 :

Carry out road realignment works at the Garths Bends and Voehead areas in addition to the works outlined in Option 3

5.2.5 Option 5:

As Option 4, but also to include visibility improvements at the B9082-A968 junction.

5.2.6 Option 6:

Full width 2-lane road on new engineered alignment.

6 **Option Sifting:**

- 6.1 None of the above options will reduce the strategic nature of the B9082, being as it is the sole link road for Cullivoe to the network as a whole. This assumes that the old Hill Road has little value as a link road, largely due to its condition. Likewise, the opportunity to remove the old Hill Road from the list of public roads does not hinge on any of the 5 Options but could be considered in conjunction with the level of improvement carried out. The higher the level of improvement and reliability of the transport link, the less important, in strategic terms, the Hill Road becomes.
- 6.2 Since Option 1 is to continue the status quo, without carrying out any major improvements, it will not meet the objective of alleviating problems for large vehicles. It will therefore not be considered further in this study, other than by way of cost comparison.
- 6.3 The remaining Options all can lay claim to alleviating problems for large vehicles, but to differing degrees and will all be carried forward into stage 1 for a fuller analysis.
- 6.4 The 6th Option; that of a fully engineered 2-lane road throughout, both alleviating problems and providing un-fettered expansion and development opportunities is unrealistic given the budgetary constraints and low traffic volumes. This will preclude us from carrying this option any further.
- 6.5 The STAG stage 1 study will examine the options against the criteria headings of:

- Environment
 - Safety
 - Economy
 - Integration
-
- Accessibility and Social Inclusion

And is intended to focus appropriate effort and resources towards options which merit detailed quantitative appraisal and eliminate options which are unlikely to meet the Transport Planning Objectives, alleviate problems or realise opportunities identified during Pre-Appraisal.

- 6.6 The background information highlighted during the pre-appraisal stage, of Geographic, Social and Economic factors will provide a relevant context for the appraisal of the options against both the STAG criteria and accepted planning and policy directives.

7 The Environment:

- 7.1 There are no particular environmental issues or categories requiring special assessment within the study area. The impact on the environment ranges from minimal to considerable as the degree of earthworks for each option is increased. The nature of the ground conditions; mainly peat, with some rocky outcrops such as exist in the vicinity of the Garths Bends, will mean that there may be considerable earthmoving requirements for most options.

8 Safety:

- 8.1 The main objective is to reduce the risks for large vehicles on the B9082 and therefore, in order to meet the objective, all schemes, apart from the do minimum, Option 1, will score similarly. However, the extent of the works will determine the degree of safety or improvement and hence the more extensive schemes will reflect a slightly higher score in this aspect.
- 8.2 Option 2 will address the problem that occurs when two large vehicles meet, as far as allowing them to pass safely at a properly constructed passing place, but does nothing to tackle the issue of a narrow road width and the associated problems of road edge failure related to the wide wheel track of large vehicles and poor verges.
- 8.3 Option 3 addresses all the issues outlined in 2 above, including that of edge failure, but will not tackle issues caused by poor road alignment at the Voehead and Garths bends.
- 8.4 Option 4 takes it a stage further by addressing the safety issues associated with the stretches of poor horizontal and vertical alignment as well as the previous issues.
- 8.5 Option 5 encompasses all the safety improvements by adding on a junction visibility improvement.

9 Economy:

- 9.1 The STAG Guidance provides that at the Part 1 Appraisal stage, a qualitative assessment should be completed using the seven-point scale assessment, considering the relative size and scale of its impacts. In this case, with such low traffic figures and little or no significantly measurable benefits in pure economic terms, it is perhaps more appropriate to consider in broad terms how each option contributes to the local area and Shetland as a whole.
- 9.2 Option 1 will have no positive impact locally as it simply maintains the status quo and is sure to have a long term economic cost Shetland wide, as maintenance requirements increase over time requiring a higher proportion of revenue expenditure to maintain the road.
- 9.3 Option 2 begins to provide a degree of local economic impact, if the provision of elongated passing places can significantly reduce delays currently experienced when trucks have difficulty passing each other. It should be emphasised that this will be very small in real terms due to the low traffic flows, but will be greatly appreciated by the transport users. In the wider context, there will be a very small economic cost, since maintenance requirements over the rest of the road will continue to increase as per option 1.
- 9.4 Option 3 will address the increasing maintenance costs by providing a wider carriageway with verge support, but will have a more significant capital cost, with delays experienced by users throughout the construction period resulting in a slightly negative economic impact locally.
- 9.5 Option 4 includes improvements to the road alignment, which will be unlikely ever to show any positive economic impact due to the very low traffic volumes. However, in the case of the Voehead, there will be safety benefits to account for, particularly during periods of extreme winter weather. Both will show a reduced maintenance cost but this is to be set against a significant capital cost. Again, local benefits for users will be of a practical rather than an economic type.
- 9.6 Option 5 has the additional cost of junction visibility improvements at the Gutcher end of the road. Highlighted by users as the site of many near misses, there are no accident records to off-set the costs against, so will not show a positive impact other than the reduction in overall risk to users at this junction. (note: only one slight injury, single vehicle accident recorded at the locus in past seven years)

10 Integration

- 10.1 Is split into three categories;
- Transport Integration, which relates to the degree to which a proposal fits with other transport infrastructure and services;

- Transport and Land-Use Integration, which relates to the fit between the option and established land-use plans and land-use/transport planning guidance; and
 - Policy Integration, which relates to the appropriateness of the option in light of wider policies including those of both Central and Local Government.
- 10.2 The guidance also provides that at Stage 1 appraisal, the assessment should be a qualitative assessment in accordance with the seven-point scale as used above for the economic criteria.
- 10.3 It is difficult to substantially separate each of the proposals within either of the above three criteria, given that they are all merely improvements, all be it to varying degrees, of an existing transport link. It is therefore sufficient to say at this stage that the impact of either option relating to the above criteria will be slightly positive and very slightly more so as the level of proposed improvement increases.
- 10.4 Each supports the use of the Cullivoe Pier and associated vehicle movements. Land use Integration is not a consideration and all options fit within existing corporate policies to assist with decentralised development. Reliability of the link, in strategic terms will be improved by degree in accordance with the scale of the works.

11 Accessibility and Social Inclusion

- 11.1 The Accessibility and Social Inclusion Criterion includes the sub-criteria of Community Accessibility and Comparative Accessibility, the Part 1 Appraisal involves qualitative assessment of:

a) Community Accessibility

- Public transport network coverage – changes in accessibility provided by the public transport system; and
- Access to local services – changes in accessibility by walking and cycling to local services.

b) Comparative Accessibility

- The distribution of impacts by people group – compare impacts for different population groups relevant to local policy objectives; and
 - The distribution of impacts by location – compare impacts for policy sensitive locations such as Community Regeneration Areas and areas of deprivation defined by the Scottish Index of Multiple Deprivation.
- 11.2 None of the options will have a significantly different impact within any of the above criteria. Although it is worth pointing out perhaps that, whilst not currently a significant problem, the removal of conflicts between large vehicles could improve the reliability of the public transport service operating to timetable.

- 11.3 A wider carriageway will provide some encouragement to vulnerable road users, such as pedestrians and cyclists, by affording a degree of safety within the provision of extra roadspace.

12 Feasibility, Affordability and Public Acceptability

- 12.1 We must also assess the feasibility, affordability and public acceptability of each option.
- 12.2 This includes a preliminary assessment of the feasibility of construction as well as any cost, timescale or deliverability risks associated with the construction, including consideration of the need for any departure from design standards that may be required.
- 12.3 The affordability, i.e. the scale of the financing burden on the promoting authority and other possible funding organisations and the risks associated with these should be considered together with the level of risk associated with an option's ongoing operating or maintenance costs and its likely operating revenues
- 12.4 The public acceptability relates to the likely public response to each option and should be supported by evidence of consultation where appropriate.
- 12.5 Again, as before, since each option in this case is not exclusive and differs only by degree, or scale of improvement works, the issues which relate to feasibility, affordability and public acceptability also will only vary by degree.
- 12.6 For example, the larger the improvement, the greater the cost and size of financial burden on the Council, but this will in turn be balanced by the reduced maintenance burden and greater degree of public acceptability. Therefore, at this stage, without any accurate financial information relating to the variation in works by each option or maintenance savings, the degree of financial burden is not easily determined, but can simply be seen to increase with the scale of the works.
- 12.7 The public acceptability is also likely to be in direct correlation to the scale of the works, with the greatest level of improvement receiving the greatest level of support. This is simply because there are no significantly different options to be considered, only the scale of the improvement varies.
- 12.8 It is worth noting that there would be an economic benefit to the Council by removing the Old Hill Road from the list of public roads and hence reducing our maintenance burden, but it is likely that the public acceptability of this idea will be low and only possible as the scale of the improvement works increases.

13 Summary and Recommendations

- 13.1 The foregoing is designed to promote consideration of the various options available for addressing the issues raised within the context of accepted policy and planning objectives against the key STAG

criteria of; Environment, Safety, Economy, Integration and Accessibility and Social Inclusion.

- 13.2 Some regard has been given to Feasibility, Affordability and Public Acceptability, but it is recognised that since there are no distinctly different options available, only a variation in the scale of the improvement, that this area is relatively predictable, given the current economic climate and will largely boil down to the affordability of the scheme.
- 13.3 It is particularly worth noting that since, as pointed out above, the individual options merely increase in scale, that there could be a hybrid option to carry the works out in phases, over a number of years, to arrive at the final desired level of improvement.
- 13.4 After due consideration of the foregoing, I can conclude with the following recommendations:
 - 13.4.1 It would be advantageous to consider constructing a few larger passing places as soon as possible,
 - 13.4.2 that Option 6 should be dismissed and
 - 13.4.3 that procedures to de-classify the Old Hill Road be pursued along with its' removal from the list of Public Roads



Laxaburn Bridge
Capital Programme Service Need Case
Amended Report, July 2010

Executive summary. This project involves the replacement of a failing masonry arch bridge, which is over 70 years old, with two new large culverts. The scheme will also include an improvement to the existing carriageway to make safer a dip in the road at the bridge, and allow the installation of crash barriers.

Design work is being finalised with the required land acquisition to follow. This project has provisionally been allocated funding in the years 2011/12 of the indicative capital program, but I recommend that it be put back to 2012/13.

1. Introduction

- **Brief history.** The existing bridge is of masonry arch and abutment construction which has been widened by the addition of a concrete deck on the south side. Both the original arch and extension were built pre-1941. Water is leaking between the arch and concrete extension where cracking and spalling of the concrete has exposed the reinforcement in the deck. It is therefore not practicable to repair the structure and a replacement is the best option.
- **Background.** The condition of the bridge and the type of construction means that it is not practicable to refurbish the existing bridge, therefore a new structure is required. The abutments are in a poor condition and are too narrow for the required new structure so that it would not be possible to construct a new deck and leave the abutments in place.
- **Brief description of issues to be resolved.** A bridge type structure was considered but the construction and curing time required for the concrete works would mean that the road would be closed for a considerable length of time. The bridge is on a road which does have an alternative route, but this requires a long diversion and would be disruptive to use by business and the public and therefore it is desirable to have the road closed for the minimum length of time possible. The preferred approach is to use two 2.0m diameter twinwall pipes which can be placed relatively quickly and would allow vehicle passage over the road within a week. The use of culverts also gives sufficient width to allow the vertical alignment of the road to be improved and safety barriers fitted at both sides.
- **Road safety considerations.** A fatal road crash occurred here in early 2010. Although there is no reason to believe that it was caused by the layout of the existing road, I nevertheless recommend that several safety improvements be carried out at the same time as the bridge replacement.

2. Statutory Requirements

- The Roads (Scotland) Act 1984 requires the Council to manage and maintain the public road network: the Council could be said to be not complying with either of these requirements if weight restrictions have to be placed on the bridge to protect it from further deterioration (or if the road has to be closed completely).

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- The Road Traffic Act 1988, Section 39, requires the Council to investigate road crashes, and take appropriate measures to prevent them.

3. Reference to Corporate and Service Plans

- **Shetland Transport Strategy.** Improvements to the local roads network are supported in Section 7.
- **Shetland Local Plan.** The project will sustain the transport links highlighted in the Local Plan.
- **Shetland Single Outcome Agreement.** This project is in line with the need to ensure good access for all.
- **Roads Service Plan.** The Roads Service Plan identifies the need to maintain the existing road network and improve it where appropriate.

4. Benefits to Other Services (Internal/External)

- **Benefits.** All road users will benefit from continuing to have a road free of weight restrictions, including all public and private bodies serving the surrounding communities. These include private and public transport use of the road from the A971 near Bixter to Semblister, Reawick and Skeld, as well as safer routes for pedestrians and better access for service and delivery vehicles.
- **Adverse effects.** I do not consider that construction of the scheme would impose any significant adverse effects on other bodies or individuals.

5. Definition and Justification of Service

- **Why the proposed project is required.** See Section 1 above.

6. Socio- Economic Considerations

- High maintenance costs and possible imposition of weight restriction if bridge is not replaced.
- The proposed scheme will upgrade the safety of the road and amenity.
- It will improve part of the local road and pedestrian link between Effirth and Semblister.

7. Stakeholder and Client Consultation

- There has been general agreement of Community Council, local SIC Members, landowners, and user groups on the proposal to replace the bridge and improve the road.

8. Participation by Others

- **Describe any partnering arrangements.** There are no direct partnering arrangements proposed.
- **Links with other Council Services.** As stated in Section 4 above, many services will benefit from the above project. Notable examples are: Transport, Schools, Environment, and other users of large vehicles.

9. Project Options to Meet Identified Service Needs

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- **Do nothing.** This is not an option, since the condition of the bridge is deteriorating rapidly.
- **Patch it up.** This would not be sufficient, even in the short term, as minor repairs would be too expensive for the possible benefits on this type of bridge construction and would not address either the edge restraint and lack of deck width issues, or the existing safety issues with the vertical alignment of the road.
- **Reconstruction.** In theory there would be 2 options to consider: a semi-temporary replacement deck laid on top of the existing one; or a new deck installed under the existing one, with new abutments installed against the existing ones. Both of these would be completely impractical in this location, and neither would address the need to widen the carriageway and verges, install crash barriers, and improve visibility through the dip in the road.
- **Replacement.** This is the option which was selected on technical grounds as being the most appropriate. This option will result in a bridge with an expected life of at least 100 years and a structural capacity to meet full EU loading and edge protection requirements, with a wider deck able to accommodate hard shoulders.

10. Funding (Capital and Revenue)

- **Statement as to likely source(s) of funding for:**
 - **Feasibility Study.** This was done some time ago.
 - **Implementation.** The Council's Capital Programme is the appropriate source of funding. The total estimated to be required is £0.25m, to be profiled as follows:
 - 2011/12 £10k (for final preparation tasks)
 - 2012/13 £235k (for works and supervision)
 - 2013/14 £5k (for retention and snagging)
- **Assessment of revenue implications.** If this project was not carried out, there would be significant Revenue costs over many years to come, especially if either of the 2 temporary reconstruction options was forced on us (since these are estimated at £40-50,000).

11. Risk Analysis

- The only 'high level' risks are that weight or other restrictions may need to be applied to the road if neither the above project nor heavy maintenance works proceed shortly.
- Design proposals are subject to approval by SEPA and there is therefore a degree of risk of extra cost/delay for additional/revised works until this is received. For this reason, along with the need to seek entry to adjacent land, I am proposing that construction of the works should be rescheduled for 2012/13 (instead of 2011/12, the date when it is currently funded).

12. Timing

- **Legislative drivers.** The obligations detailed in Section 2 above indicate that the project is urgent.

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- **Availability of resources.** Funding is currently allocated in the Capital Programme in 2011-12. Civil engineering design and supervision staff are available in the Roads Service. Several engineering contractors are available locally to do this kind of work, including the Council's own Roads Trading Partner (the former DLO).
- **Coordination with any linked projects.** I am not aware of any.
- **Prioritisation of Medium-Sized Bridge Replacements.** Please see notes under this heading in the Strand Loch Bridge amended report of July 2010.

13. Brief for Future Study

- **Site investigation.** This work has been done.
- **Preliminary design/ investigation on identified options.** ditto
- **Budget estimates for identified options.** ditto
- **Assessment of likely Planning implications.** Completion of these works would improve transport links.
- **Utilities.** They will be consulted with regard to diversions, etc.

14. Third Party Review

- There is normally no requirement for a third party to review an ordinary road improvement project.
- However, it is our normal practice to ensure that the Department's Road Safety Engineer carries out a safety audit or safety check on all medium-to-large schemes. This will be done shortly.
- SEPA's approval of the proposals is required

15. Conclusions. The existing Laxaburn Bridge is in poor condition and deteriorating. The only satisfactory long-term solution is to replace it. In addition to replacing the Bridge, it is proposed that the vertical alignment of the road is improved and safety barriers provided at both sides.

16. Recommendations. I recommend that the above project retain its current funding, and that it be put back in the Indicative Capital Programme to 2012/13.

17. Appendices.

- Appendix 1 – Site Plan

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Scale 1:25000

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Strand Loch Bridge
Capital Programme Service Need Case
Amended Report, July 2010

Executive Summary. This project involves the replacement of a failing masonry arch bridge (which is believed to be over 70 years old), with a twin pipe culvert. The scheme will also include the widening of the carriageway to double width, and the addition of a footway at one side from the Laxfirth Junction to the Califf junction. Provision of this footway will give improved pedestrian access between the Laxfirth and Swinister Brae groups of houses (to the north and west of the Laxfirth Jn), and the School, Hall and the steadily increasing number of houses in the Strand and Houster areas (to the south and east of the Calif Jn).

A CPO was required to obtain the land needed to improve the Bridge; and that CPO has recently been approved by the Scottish government. The other land required for the whole scheme (including the adjacent footways) has also been acquired.

This project has provisionally been allocated funding in the years 2011/12 of the capital program.

1. Introduction

- **Brief history.** The existing bridge, built and extended pre-1940 is of masonry arch, abutment and retaining wall construction with concrete deck and parapets. Cracking and spalling of the concrete has exposed the reinforcement in the deck. There is also severe cracking and displacement in the retaining walls and deterioration of the abutments. It is therefore not practicable to repair the structure and a replacement is the best option.
- **Background.** The condition of the bridge and the type of construction means that it is not practicable to refurbish the existing bridge, therefore a new structure is required. The abutments are in such a poor condition that it would not be possible to construct a new deck and leave the abutments in place. Land acquisition required a compulsory purchase order which allowed completion of land acquisition in early 2010.
- **Brief description of issues to be resolved.** A concrete bridge structure was considered, but the construction and curing time required for the concrete works would mean that the road would be closed for a considerable length of time, possibly up to 8 weeks. The bridge is on the route to the local primary school and the service bus therefore it is desirable to have the road closed for the minimum length of time possible. A design has been developed using precast concrete pipes placed in the burn bed and surrounded with fill which will allow the work on site to be completed much more quickly. Since the road across the bridge is narrow, it is proposed to take the opportunity to widen it to a modern standard and provide a footway across it for pedestrians. Rather than have this footway only across the bridge, it is proposed to continue the footway to the Laxfirth and Califf junctions, a total length of approximately 300 m.

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2. Statutory Requirements

- The Roads (Scotland) Act 1984 requires the Council to manage and maintain the public road network: the Council could be said to be not complying with either of these requirements if weight restrictions have to be placed on the bridge to protect it from further deterioration (or if the road has to be closed completely).

3. Reference to Corporate and Service Plans

- **Shetland Islands Council Corporate Plan.** Maintain the standard of Shetland's roads and transport infrastructure;
- **Shetland Transport Strategy.** Improvements to the local roads network are supported in Section 7.
- **Shetland Local Plan.** The project will sustain the transport links highlighted in the Local Plan.
- **Shetland Single Outcome Agreement.** This project is in line with the need to ensure good access for all and encourage active travel.
- **Roads Service Plan.** The Roads Service Plan identifies the need to maintain the existing road network and improve it where appropriate.

4. Benefits to Other Services (Internal/External)

- **Benefits.** All road users are likely to benefit from road improvements of this nature, including all public and private bodies serving the surrounding communities. These include transport to and from the School and Public Hall, safer routes for pedestrians and better access for service and delivery vehicles.
- **Adverse effects.** I do not consider that construction of the scheme would impose any significant adverse effects on other bodies or individuals.

5. Definition and Justification of Service

- **Why the proposed project is required.** See Section 1 above.

6. Socio- Economic Considerations

- High maintenance costs and possible imposition of weight restriction in future if the bridge is not replaced.
- The proposed scheme will upgrade the safety of the road and amenity, especially for pedestrians in an area of housing growth.
- It will improve the road / pedestrian link from the Strand houses to the school and hall.
- The improved pedestrian facilities will encourage walking.

7. Stakeholder and Client Consultation

- There has been general agreement of Community Council, local SIC Members, landowners, and user groups on the proposal to replace the bridge, improve the road and provide a footpath.

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- The scheme was included in the: Action Plan for the Maintenance, Improvement and Use of the Road Network: Biennial Review. - Appendix - Infrastructure Committee - 4 March 2008.

8. Participation by Others

- **Describe any partnering arrangements.** There are no direct partnering arrangements proposed.
- **Links with other Council Services.** As stated in Section 4 above, many services will benefit from the above project. Notable examples are: Transport, Schools, Environment, and other users of large vehicles.

9. Project Options to Meet Identified Service Needs

- **Do nothing.** This is not an option, since the condition of the bridge is deteriorating rapidly.
- **Patch it up.** This would not be sufficient, even in the short term, as minor repairs for this type of bridge construction would be ineffective, and they would not address the lack of edge restraint and deck width issues.
- **Reconstruction of Bridge.** This could be done in at least 2 different ways. In either case the cost would be in the region of £50,000, the works would have an expected life much shorter than full replacement (since elements of the unsatisfactory existing bridge would remain), and carriageway width and pedestrian safety would not have been addressed. In addition, one of the options could incur an increased flood risk around the Strand Loch, and an area upstream of this.
- **Replacement of the Bridge.** This is the option which was selected on technical grounds, and by the Roads Working Group, as being the most appropriate. This option should result in a bridge with an expected life of at least 100 years and a structural capacity to meet full EU loading and edge protection requirements, with a wider deck able to accommodate pedestrian footways.
- **Additional Footway Provision.** In addition to replacing the bridge, it is proposed to provide a footway of approximately 300 m total length for the benefit of pedestrians. Since about 60m of this would be provided on the new road over the reconstructed bridge (including the tie-ins), it is recognised that it makes sense (and is efficient) to continue for another 120m in each direction to complete the improvement now, of the link between the 2 junctions. While some in these communities may wish additional lengths of pavement in any or all of the 4 directions, I hope that they would generally recognise that completion of this central length now would be a good compromise.

10. Funding (Capital and Revenue)

- **Statement as to likely source(s) of funding for:**
 - **Feasibility Study.** This was done some time ago.
 - **Implementation.** The Council's Capital Programme is the appropriate source of funding. The total estimated to be required is £450k, and it would be profiled as follows:
 - 2011/12 £440k
 - 2012/13 £10k (for snagging and retention)

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- **Assessment of revenue implications.** If it was decided not to replace the existing bridge, I would expect that the Council would incur some maintenance and repair costs in years to come. In addition, we would very shortly be obliged to carry out one of the reconstruction options listed in section 9 above. Since both of these options would have a shorter expected life, this work may have to be repeated every 20-30 years.

11. Risk Analysis

- The ‘high level’ risks are that a weight restriction may need to be applied to the road if neither the above project nor heavy maintenance works proceed shortly. In time, if the bridge is not replaced or sufficient maintenance carried out, the road could have to be closed.
- Since we have sought and got a CPO for the last of the land, it would be good practice to make use of this within a reasonably short time. Otherwise, the Council may be at risk of facing an objection to another CPO that we “sought CPOs when we were not sure we really needed them”.

12. Timing

- **Legislative drivers.** The obligations detailed in Section 2 above indicate that the project is urgent.
- **Availability of resources.** Funding is currently allocated in the Capital Programme in 2011-12. Civil engineering design and supervision staff are available in the Roads Service. Several engineering contractors are available locally to do this kind of work, including the Council’s own Roads Trading Partner (the former DLO). The only “consent” which remains to be sought is the SEPA licence, and that will be done nearer the start date of construction.
- **Coordination with any linked projects.** Including a footway extension in the project will encourage active travel of pedestrians to the school and hall.
- **Prioritisation of Medium-Sized Bridge Replacements.** It should be noted that we currently have about 10 bridges and other structures which are in need of reconstruction or replacement in the next 10 years or so at a cost in excess of £150,000 (the upper limit for works done under the relevant rolling programme), and more are likely to arise during that time. These are generally bridges, seawalls, etc which are approaching the date on which we would be obliged to impose a weight or other restriction. Prioritisation is on the basis of issues such as structural condition, importance of route, and availability of land. Since some of these issues can change rapidly from year to year, a degree of flexibility is required in the programming of these works. However, in the meantime the following order of priority would be satisfactory: Breiwick Rd Seawall (under construction), Strand Loch Bridge (funding provisionally in place in 2011/12), Laxaburn (2012/13: funding currently provisionally in place in 2011/12), Effirth Brig (2013/14: no funding in Indicative Programme), and Burra and Trondra Bridges, Inspection Walkways (2014/15: no funding).

13. Brief for Future Study

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- **Site investigation.** This work has been done.
- **Preliminary design/ investigation on identified options.** ditto
- **Budget estimates for identified options.** ditto
- **Assessment of likely Planning implications.** Completion of these works would improve transport links, particularly for pedestrians.
- **Utilities.** They have been consulted with regard to diversions, etc.

14. Third Party Review

- There is normally no requirement for a third party to review an ordinary road improvement project.
- However, it is our normal practice to ensure that the Department's Road Safety Engineer carries out a safety audit or safety check on all medium-to-large schemes. This will be done shortly.
- A SEPA licence will be required for this scheme.

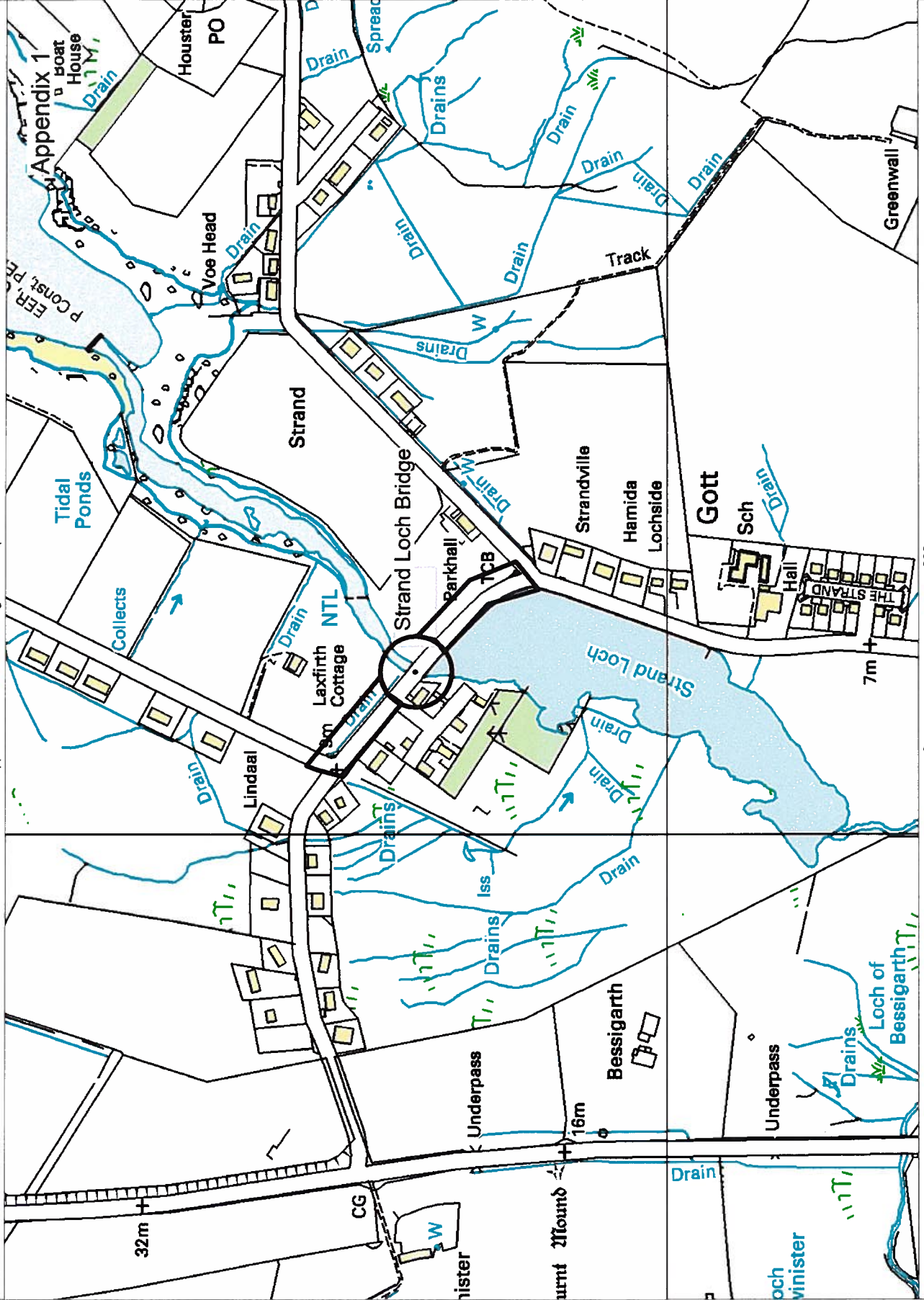
15. Conclusions. The existing Strand Bridge is in poor condition and deteriorating. The only satisfactory long-term solution is to replace it. In addition to replacing the Bridge, it is proposed that the footway required over the bridge is continued to the Strand and Laxfirth Junctions.

16. Recommendations. I recommend that the above project retain its current position and funding in the Capital Programme: that is, for construction to be carried out in the financial year 2011/12 as amended and profiled in Section 10 above.

17. Appendices.

- Appendix 1 – Site Plan

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Gulberwick Loop Road
Capital Programme Service Need Case
July 2010

Executive Summary. This project seeks to secure design funding that will let us look at requirements for road improvements at some time in the future where required to service the needs of the growing Gulberwick population. Whilst it may not currently be considered necessary to upgrade from a single track road with passing places at this time, it is recognised that as the population increases, so does the traffic and the need for pedestrian facilities. Due to the sporadic nature of the development of new housing, it is essential to identify a corridor of land which will allow the construction of a road with sufficient capacity for both vehicles and pedestrians. It is also essential that short term proposals to alleviate particular problems be carried out in harmony with a future design.

1. Introduction

- **Brief history.** This project has been under consideration by the local community and ourselves for many years. It has been subject to various studies, surveys, and assessments, all of which indicated that substantial improvement of the existing road will be required in the future if new development continues in Gulberwick as it has been doing in recent years.
- **Background.** The development of Gulberwick as a burgeoning suburb of Lerwick has led to a scattered dwelling pattern with little in the way of inter-connecting infrastructure other than a single track distributor road. There is currently a need for significant footway provision and some road realignment. Both of these need to be done with regard to future improvements and likely developments.
- **Brief description of issues to be resolved.** There is a need for pedestrian facilities throughout most of the length of the road, especially where road and verge widths are constrained. A single track road has limited capacity, and the steep gradients and tortuous horizontal alignment of the north brae can effectively close this section during ice and snow. The section known as the 'Stunken Brae' is particularly bad in this respect. In addition, there is a problem at the south junction with the A970 with regard to road width. These and other areas in Gulberwick require detailed assessment to identify improvements needed and capacity for further development.

2. Statutory Requirements

- The Roads (Scotland) Act 1984 requires the Council to manage and maintain the public road network for the safe use of all road users: the Council could be said to be not complying with either of these requirements if they fail to provide for safe pedestrian usage or fail to recognise the changing demands placed on the road by continuing development within the area. The Road Traffic Act 1988, Section 39, requires the Council to investigate accidents, and take appropriate measures to prevent them.

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3. Reference to Corporate and Service Plans

- **Shetland Transport Strategy.** Improvements to the local roads network and Gulberwick in particular, are supported by Section 7.31.
- **Shetland Local Plan.** Recognises how the rate of development has put severe strain on the provision of infrastructure and raised concerns over pedestrian safety.
- **Shetland Single Outcome Agreement.** This project is in line with the need to ensure good access for all.
- **Roads Service Plan.** The Roads Service Plan identifies the need to improve the existing road network where appropriate.

4. Benefits to Other Services (Internal/External)

- **Benefits.** Knowing future access requirements and road improvements that may be needed will be of benefit to the Planning service as they prepare the Local Plan. The work being done here will also be of benefit to developers who may be considering further development within Gulberwick.
- **Adverse effects.** Assessing future need for access will not have any adverse effects on other bodies or individuals.

5. Definition and Justification of Service

- **Why the proposed project is required.** See Section 1 above.
- **Supporting studies or reports.** The Lerwick and Gulberwick Masterplan

6. Socio- Economic Considerations

- These will be identified in the Masterplan.

7. Stakeholder and Client Consultation

- There has been general agreement from Community Council, local SIC Members, landowners, and local community groups that road improvements will be needed if further development continues in Gulberwick; indeed desirable improvements have been identified such as Langton Corner, Stunken Brae and the South Junction that need to be assessed.

8. Participation by Others

- **Describe any partnering arrangements.** There are no direct partnering arrangements in place. However we will expect contributions from developers for some of the work that may be necessary if further development continues.
- **Links with other Council Services.** As stated in Section 4 above, many services will benefit from the above project. Notable examples are: Transport, Schools, Environment, and other users of large vehicles.

9. Project Options to Meet Identified Service Needs

- **Do nothing.** That is effectively the present situation, as the present project is only to assess options and identify what level of improvement will be needed if development continues. It is also to identify a corridor to be protected so that room is reserved for improvements that may be required in future.

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10. Funding (Capital and Revenue)

- **Statement as to likely source(s) of funding for:**
 - **Feasibility Study.** Tied in with the Masterplan
 - **Implementation.** The design costs required in the next financial year is estimated as follows:
 - 2011/12 £15k for design only and is in the current provisional Capital Programme)
- **Assessment of revenue implications.** Not relevant at this time.

11. Risk Analysis

- There is a risk that if development continues without making proper provision for access then an unsatisfactory situation will develop giving future problems for the Council, residents of Gulberwick, and the public.

12. Timing

- **Legislative drivers.** The need for proper forward planning.
- **Availability of resources.** Funding is currently allocated in the Capital Programme for design only. No provision has been made for tendering and construction. Staff for this stage would be available within the design service.
- **Coordination with any linked projects.** The Masterplan will be critically linked to this project which will determine future accessibility for new development potential.

13. Brief for Future Study

- **Site investigation.** Some work has been done.
- **Preliminary design/ investigation on identified options.** This project.
- **Budget estimates for identified options.** To be done as part of this project.
- **Assessment of likely Planning implications.** Proper forward planning will enhance Gulberwick and facilitate further development.
- **Utilities.** Will require consultation.

14. Third Party Review

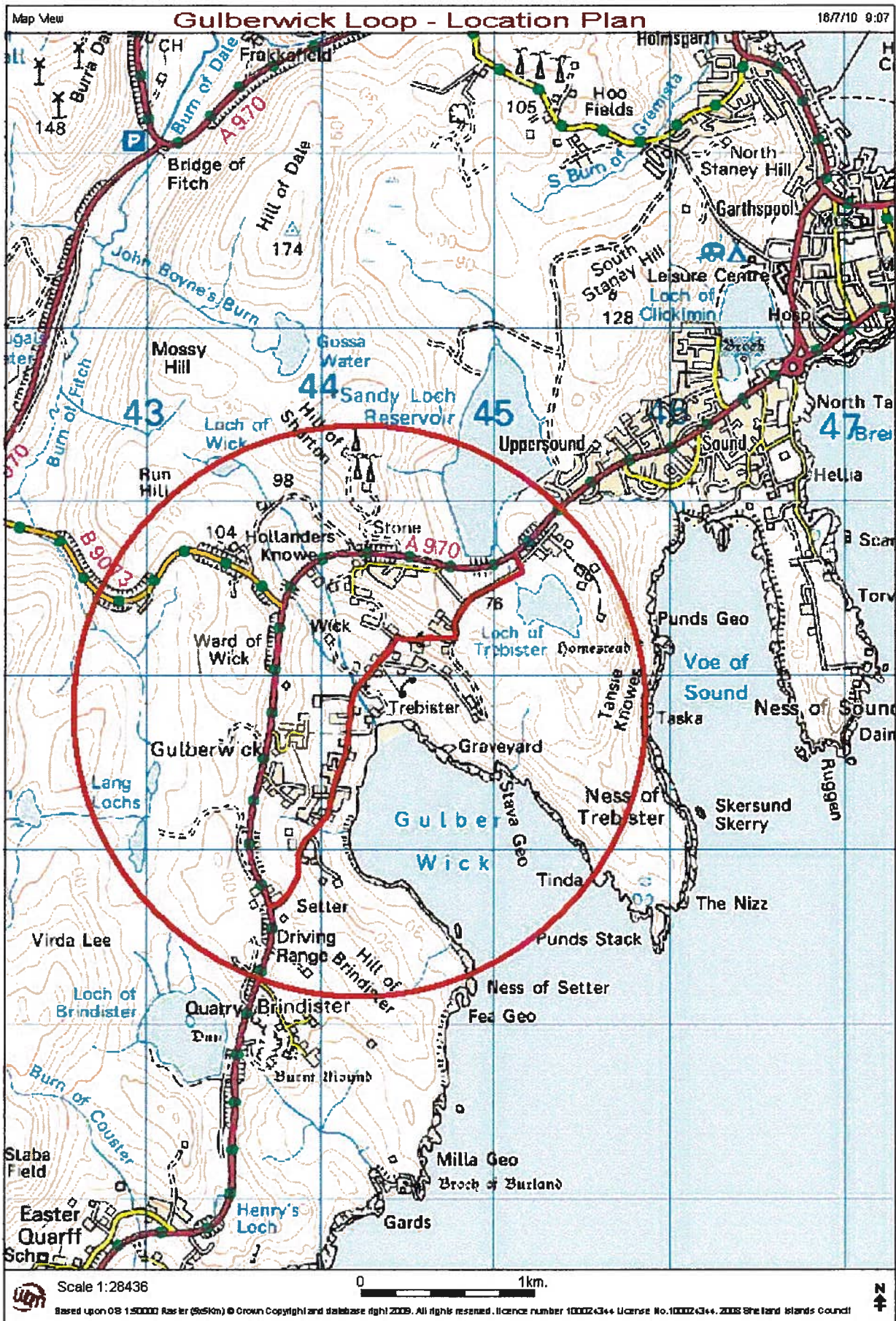
- Options will be developed in consultation with Planning, and with the wider public.
- It is our normal practice to ensure that the Department's Road Safety Engineer carries out a safety audit or safety check on all significant changes to the road network.

15. Conclusions. Forward planning of access requirements and identification of the need for road improvements are necessary to help determine what level of further development is acceptable in Gulberwick, and to plan for it.

16. Recommendations. I recommend that the above project retains its current position in the Capital Programme to allow necessary design to be carried out.

17. Appendices. Plan of Gulberwick.

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Capital Gateway System - Service Need Template

Project : Old Breakwater, Symbister

1. Introduction

The Old Breakwater in Symbister Harbour, Whalsay is showing signs of advanced corrosion of its deck reinforcing steel. If this corrosion is allowed to proceed unchecked, the working life and availability of the structure will be reduced. The problem is apparent beneath the deck of the pier, where transverse reinforced concrete beams are exhibiting signs of chloride (salt) ingress. This initiates corrosion of the reinforcing steel, which expands, and bursts off the covering concrete, thus exposing more reinforcing steel and the problem spreads. If this process continues, the weight bearing abilities of the deck will be substantially reduced, and vehicle weight restrictions would have to be introduced. This would reduce the usefulness of the pier and have a detrimental effect on harbour operations.

2. Statutory Requirements

There are no statutory requirements, however, the safety of harbour users is paramount.

3. Reference to Corporate and Service Plans

There are no direct references to Corporate or Service plans, however, the maintenance and availability of assets is key to the safe and efficient operation of Ports and Harbours.

4. Benefits to other Services

The proper maintenance and availability of the Old Breakwater will ensure that it is of benefit to both internal harbour users, such as the Ferries Division who currently berth alongside this pier, and also external users such as the fishing and aquaculture industries.

5. Definition and Justification of Service

The proposed project is required to extend the working life of the structure. Condition surveys by local consultants Arch Henderson and Partners have identified the problem and the need to address it. The longer the structure is allowed to deteriorate in this fashion, the greater the repair costs will be.

6. Socio-Economic Considerations

Any reduction in the availability of the Old Breakwater would have significant effects on both Harbour Dues/activity, and the local Fishing and Aquaculture businesses ability to operate. The Ferries division currently utilise this pier as a berth for the Skerries Ferry.

7. Stakeholder and Client Consultation

Not Applicable

8. Participation by Others

Not Applicable

9. Project Options to meet Service Needs

There are no other options to be considered. If the existing structure is to continue to be used in its present fashion, repairs must be made to the reinforced concrete beams beneath the deck.

10. Funding (Capital and Revenue)

External funding of this project will be discussed with the Economic Development section. There may be assistance available through Fishing Industry subsidies.

The existing revenue maintenance budgets cannot meet future maintenance demands placed on it by deterioration of the structure. Therefore unless the repairs are effected, a reduction in the availability of the structure in its present form can be expected at some point in the future.

11. Risk Analysis

The risks identified in not going ahead with the proposal contained in this report have already been discussed. By not repairing the deck beams, the operational availability of the structure will be affected, resulting in significant difficulties for the fishing/aquaculture industries and will impact on Ferries current requirements for berthing within the Harbour.

12. Timing

There are no legislative or resource based drivers.

Detailed survey and design is required to confirm estimated costs.

There are no land/access/tenant issues to complicate progression of the works on site.

13. Brief for Future Study

Site investigation is not required.

More detailed surveys are required to allow detailed design to commence.

An initial estimate of £150k has been proposed. Detailed design will allow this figure to be confirmed.

There are no Planning issues arising from the works.

The utilities will not be affected as the structure and its services are all owned and maintained by Ports and Harbours Operations.

14. Third Party Review

Not Required.

15. Conclusions

The reinforced beams beneath the deck of the Old Breakwater are deteriorating at an accelerated rate. Repairs in the near future are essential to ensure the continued availability of this structure to the Fishing/Aquaculture industries.

16. Recommendations

This report recommends that the repairs to the Old Breakwater, Symbister, are included in the capital programme year 2012/2013, with an initial estimate of £150k.

Capital Gateway System - Service Need Template

Project : Skerries Pier

1. Introduction

The Skerries Finger Pier is showing signs of advanced corrosion of its deck reinforcing steel. If this corrosion is allowed to proceed unchecked, the working life and availability of the structure will be reduced. The problem is apparent beneath the deck of the pier, where transverse reinforced concrete beams are exhibiting signs of chloride (salt) ingress. This initiates corrosion of the reinforcing steel, which expands, and bursts off the covering concrete, thus exposing more reinforcing steel and the problem spreads. If this process continues, the weight bearing abilities of the deck will be substantially reduced, and vehicle weight restrictions would have to be introduced. This would reduce the usefulness of the pier and have a detrimental effect on harbour operations.

This pier is also a key component of the ferries shore infrastructure, required to provide the transport link to the Island.

2. Statutory Requirements

There are no statutory requirements, however, the safety of harbour users is paramount.

3. Reference to Corporate and Service Plans

There are no direct references to Corporate or Service plans, however, the maintenance and availability of assets is key to the safe and efficient operation of Ports and Harbours.

4. Benefits to other Services

The proper maintenance and availability of the Skerries will ensure that it is of benefit to both internal harbour users, such as the Ferries Division who operate from this pier, and also external users such as the fishing and aquaculture industries.

5. Definition and Justification of Service

The proposed project is required to extend the working life of the structure. Condition surveys by local consultants Arch Henderson and Partners have identified the problem and the need to address it.

The longer the structure is allowed to deteriorate in this fashion, the greater the repair costs will be.

6. Socio-Economic Considerations

Any reduction in the availability of the Old Breakwater would have significant effects on both Harbour Dues/activity, and the local Fishing and Aquaculture businesses ability to operate.

The Ferries division currently utilise this pier as a berth for the Skerries Ferry whilst loading and unloading. The linkspan is adjacent to this pier, and any loss of availability of this pier could have significantly detrimental effects on the transport links to Skerries.

7. Stakeholder and Client Consultation

Not Applicable

8. Participation by Others

Not Applicable

9. Project Options to meet Service Needs

There are no other options to be considered. If the existing structure is to continue to be used in its present fashion, repairs must be made to the reinforced concrete beams beneath the deck.

10. Funding (Capital and Revenue)

External funding of this project will be discussed with the Economic Development section. There may be assistance available through Fishing Industry subsidies.

The existing revenue maintenance budgets cannot meet future maintenance demands placed on it by deterioration of the structure. Therefore unless the repairs are effected, a reduction in the availability of the structure in its present form can be expected at some point in the future.

11. Risk Analysis

The risks identified in not going ahead with the proposal contained in this report have already been discussed. By not repairing the deck beams, the operational availability of the structure will be affected, resulting in significant difficulties for the fishing/aquaculture industries.

Any disruption to the Ferry service to the Island would also have significant effects on the local community.

12. Timing

There are no legislative or resource based drivers.

Detailed survey and design is required to confirm estimated costs.

There are no land/access/tenant issues to complicate progression of the works on site.

13. Brief for Future Study

Site investigation is not required.

More detailed surveys are required to allow detailed design to commence.

An initial estimate of £100k has been proposed. Detailed design will allow this figure to be confirmed.

There are no Planning issues arising from the works.

The utilities will not be affected as the structure and its services are all owned and maintained by Ports and Harbours Operations.

14. Third Party Review

Not Required.

15. Conclusions

The reinforced beams beneath the deck of the Skerries Pier are deteriorating at an accelerated rate. Repairs in the near future are essential, to ensure the continued availability of this structure to the Fishing/Aquaculture industries and Ferry Service to the Island.

16. Recommendations

This report recommends that the repairs to the Skerries Finger Pier is included in the capital programme year 2013/2014, with an initial estimate of £100k.

Capital Gateway System - Service Need Template

Project : Scalloway Fish Market Roof

1. Introduction

The Scalloway Fish Market roof is showing signs of deterioration and an increased requirement for maintenance. It is imperative that the roof is replaced before major leaks occur.

2. Statutory Requirements

There are no statutory requirements, however, a major leak could render the building uninhabitable until repairs are effected.

3. Reference to Corporate and Service Plans

There are no direct references to Corporate or Service plans, however, the maintenance and availability of assets is key to the efficient operation of Ports and Harbours.

4. Benefits to other Services

The proper maintenance and availability of the Fish Market will ensure that it is of benefit to both internal Harbour Users, and also more importantly, external users such as the fishing and aquaculture industries.

5. Definition and Justification of Service

The proposed project is required to extend the working life of the building and reduce maintenance costs during that lifetime. A watertight roof is essential to allow operations to continue within the building.

6. Socio-Economic Considerations

Any reduction in the availability of the Fish Market building would have significant effects on both Harbour Dues/activity, and the local Fishing and Aquaculture businesses ability to operate. .

7. Stakeholder and Client Consultation

Not Applicable

8. Participation by Others

Not Applicable

9. Project Options to meet Service Needs

There are no other options to be considered. The existing roof is nearing the end of its working life, and must be replaced if operations are to continue within the Fish Market building.

10. Funding (Capital and Revenue)

External funding of this project will be discussed with the Economic Development section. There may be assistance available through Fishing Industry subsidies.

The existing revenue maintenance budgets cannot meet future maintenance demands placed on it by deterioration of the roof structure. Therefore, whilst there will be no reduction of existing budget levels for this asset, there will be a definite reduction in the future levels of maintenance required, thus reducing ongoing costs to the Council.

11. Risk Analysis

The risks identified in not going ahead with the proposal contained in this report have already been discussed. By not replacing the Fish Market roof, the operational availability of the building will be affected, resulting in significant difficulties for the fishing/aquaculture industries.

12. Timing

There are no legislative or resource based drivers.

Detailed survey and design is required to confirm estimated costs.

There are no land/access/tenant issues to complicate progression of the works on site.

13. Brief for Future Study

Site investigation is not required.

More detailed surveys are required to allow detailed design to commence.

An initial estimate of £150k has been proposed. Detailed design will allow this figure to be confirmed.

There are no Planning issues arising from the works.

The utilities will not be affected as the structure and its services are all owned and maintained by Ports and Harbours Operations.

14. Third Party Review

Not Required.

15. Conclusions

The Scalloway Fish Market roof is nearing the end of its operational life. Its replacement in the next few years is essential to ensure the continued availability of this essential service to the Fishing/Aquaculture industries.

16. Recommendations

This report recommends that the replacement of the Scalloway Fish Market roof is included in the capital programme year 2012/2013, with an initial estimate of £150k.

Capital Gateway System - Service Need Template

Project : Tug Jetty CP Replacement

1. Introduction

The Tug Jetty at Sella Ness is made up of circular cofferdams constructed with a steel sheet pile casing, which encloses the infill material. These sheet piles are protected from corrosion using an impressed current cathodic protection system. This system was installed when the jetty was constructed in the late seventies, and now requires replacement.

2. Statutory Requirements

There are no statutory requirements to have such a system, the benefits arise from reduced maintenance and an increase in life expectancy for the structure.

3. Reference to Corporate and Service Plans

There are no direct references to Corporate or Service plans, however, the maintenance and availability of assets is key to the efficient operation of Ports and Harbours.

4. Benefits to other Services

The proper maintenance and availability of the Tug Jetty will ensure that it is of benefit to both internal Harbour Users such as the Towage Operation and Ferries, and also external users such as the fishing and aquaculture industries.

5. Definition and Justification of Service

The proposed project is required to extend the working life of the structure and reduce maintenance costs during that lifetime. The existing system is monitored on an annual basis, and there is no doubt that the levels that are being recorded are below that which is seen as necessary. Delays in replacing the current system will result in increased corrosion activity taking place, which will increase maintenance costs in the future.

6. Socio-Economic Considerations

The current economic case for the replacement of the system is one of "spend to save". By replacing the system, the Council will benefit from reduced ongoing maintenance costs, and increase the working life of the structure, thus removing the need for significant capital expenditure in the near future.

7. Stakeholder and Client Consultation

Not Applicable

8. Participation by Others

Not Applicable

9. Project Options to meet Service Needs

As detailed above, the only other option is to “do nothing”. This will result in accelerated corrosion of the structure, resulting in increased maintenance costs and a reduced working life. The requirement for the Tug Jetty is clear, as there is no other berthing facility available for the Towage Fleet at Sella Ness.

10. Funding (Capital and Revenue)

There are no avenues for external funding of this project.

The existing revenue maintenance budgets cannot meet future maintenance demands placed on it by accelerated deterioration of the structure. Therefore, whilst there will be no reduction of existing budget levels for this asset, there will be a definite reduction in the future levels of maintenance required, thus reducing ongoing costs to the Council.

11. Risk Analysis

The risks identified in not going ahead with the proposal contained in this report have already been discussed. By not replacing the existing CP system on the Tug Jetty, maintenance requirements will increase and the working life of the structure reduced significantly.

12. Timing

There are no legislative or resource based drivers. Existing surveys of the system have shown that the levels of protection are decreasing annually, and have reached a level where necessary protection is borderline.

It was intended to combine this project with the proposed extension to the Tug Jetty at Sella Ness, but that project now appears in later years, and the existing system will fail to protect the existing structure before that time.

A programme for the works is yet to be produced, but it is thought that the works will take 12-16 weeks to complete, and could be done at any time of the year, with the Summer months being preferable when working in a marine environment. There are no land/access/tenant issues to complicate progression of the works on site.

13. Brief for Future Study

Site investigation is not required. Existing surveys are sufficient to allow detailed design to commence.

An initial estimate of £200k has been proposed. Detailed design will allow this figure to be confirmed.

There are no Planning issues arising from the works.

The utilities will not be affected as the structure and its services are all owned and maintained by Ports and Harbours Operations.

14. Third Party Review

Not Required.

15. Conclusions

The replacement of the Cathodic Protection system on the Tug Jetty cannot be defined as “essential maintenance”. The replacement of the system will however have definite benefits in the reduction of ongoing maintenance costs, and a postponement of replacement of the entire structure. Whilst operations within Sullom Voe cannot be predicted, it can be anticipated that there is a definite Service requirement for the Tug Jetty for a considerable time to come.

16. Recommendations

This report recommends that the replacement of the Tug Jetty CP system is included in the capital programme year 2011/2012, with an initial estimate of £200k.

Executive Summary

1. Introduction

- The Energy Recovery Plant was commissioned in December 1999, it's principal purpose is to recover energy for Lerwick District Heating Scheme by burning Municipal type waste from Shetland, Orkney and Offshore.
- The decision to build the plant was taken in 1997 by Shetland Islands Council, reasons for building the plant were as follows.
 - Closure of existing incinerators to meet statutory need.
 - Need to divert waste from landfill to comply with the European Waste Directive and subsequent Landfill allowance scheme
 - Limited opportunities for Recycling waste on Shetland.
 - Maximising recycling and transfer of waste for mainland disposal was more expensive than building our own plant.
 - Meets the requirements of Self Sufficiency and proximity principals with regard to waste.
 - Supported business and economic needs locally
 - The plant cost £10 million, £3.9 million of which was received from ERDF funding
- The plant was built with a design life of 25 years. There is an ongoing need to maintain the plant to ensure operational reliability and efficiency. Some of this work is critical in that failure may give rise to emission breaches and result in prosecution. Continued maintenance of the plant will not only allow us to achieve the designed 25 years but may well prolong the life of the plant beyond this subject to any statutory influences that may impact its operation.

2. Statutory Requirements

- The operation of the ERP enables the Council to meet its statutory obligation to divert waste from landfill.
- The ERP is operated under the control of a PPC permit from SEPA which requires us to maintain the plant in good working order and to plan and carry out preventative maintenance work.

3. Reference to Corporate and Service Plans

Corporate Plan 2008-2011- We will be world renowned for being clean and green islands, decreasing our CO2 emissions by 30% by 2020.

The ERP provides a significant contribution to this aim through CO2 reduction, Landfill diversion and the district heating scheme.

4. Benefits to Other Services (Internal/External)

- The ERP provides a disposal route to all Shetland Businesses and public bodies for combustible waste that is 50% cheaper than Landfill and therefore contributes to business efficiencies in all sectors.
- Through the provision of heat to SHEAP the plant provides a cheaper source of energy to many Council buildings, industrial and commercial premises in Lerwick and public and private housing, which is worth approximately £3 million per annum to the local economy, and makes a significant contribution

to reducing our carbon footprint and reduces the capital cost of boiler provision and maintenance in all buildings connected to the scheme.

- Highlight potential effects on other projects

5. Definition and Justification of Service

- Required as part of the PPC permit to maintain the plant in good working order
- The attached spreadsheet shows the estimated expenditure for various aspects of the plant over the next five years, this is effectively a rolling programme of maintenance. At every shut down the plant is inspected and this may identify areas that need to be prioritised ahead of others and we would expect to do this at least on an annual basis.

6. *Socio- Economic Considerations*

- Failure to maintain the plant could lead to breaches in the PPC leading to prosecution which carries a fine or jail term. Closure of the plant would cause substantial financial implications for the Council in terms of compensation with SHEAP for the burning of diesel, compensation for Orkney for waste disposal, landfill fines and landfill tax. Overall I would expect the costs to be in excess of £2 million per annum
- The opportunities related to the plant have generally already been realised and this funding is designed to maintain those opportunities
- In excess of £3 million per annum

7. Stakeholder and Client Consultation

- All Shetland Businesses and Community, Orkney, and Highlands
- No consultation is necessary for maintenance work

8. Participation by Others

- N/A

9. Project Options to Meet Identified Service Needs

- Do Nothing- Risk plant failure and prosecution, early closure of plant, significant fines and liabilities.
- Do less- Store up maintenance for later years, same implications as above but reduced risk
- Do Requested – maintains plant at an acceptable level of reliability and performance
- Do More – Risk of maintaining plant at unnecessary high level, risk of missing some items that do not become obvious such as corrosion which will then require additional funding.

10. Funding (Capital and Revenue)

- Statement as to likely source(s) of funding, including external funding, for:
 - Internal funding only
- Assessment of revenue implications
 - Will ongoing costs be less than current provision?-No

- For new services, how will ongoing revenue costs be funded (growth must be funded by a corresponding reduction/cut elsewhere)?N/a
- Where revenue costs increase, how will these increased costs be funded (growth must be funded by a corresponding reduction/cut elsewhere)?No increase

11. Risk Analysis

- Identify and list 'high level' risks only (more detailed appraisal is part of Feasibility Study)
- The plan addresses the main items of plant and current state of repairs. The nature of the facility means changes in waste quality can produce rapid wear which may require additional funding. Wherever possible this will be managed within the program.

12. Timing

See attached program

13. Brief for Future Study

N/A

14. Third Party Review

N/A

15. Conclusions

The work is a statutory requirement and necessary for the continued maintenance and operation of the ERP.

16. Recommendations

That the program be approved as attached.

17. Appendices

Issue	2011/12	2012/13	2013/14	2014/15	2015/16
Weighing system			20000		
Roads and paved areas	20000				
Buildings	5000	5000	5000	5000	5000
Other investments					
Buildings, roads, etc	25000	5000	25000	5000	5000
Waste crane					50000
Waste chute and pusher		25000			
Furnace				100000	
Combustion air and control		10000			
Refractory	50000		50000		
SCADA and data collection					
Electrical system	5000				
Meters and instrumentation					
UPS system					
Flue gas cleaning					30000
Scrubber quench		10000		10000	
Scrubber stage two (SO2)					
Gas/gas heat exchanger			50000		
Baghouse filter/ESP					
Waste water treatment		15000			
Other equipment					
Flue gas ducts					
Compressors		7000		7000	
Vacuum cleaner					
Induced draft fan		10000			
Vibrating Conveyors					10000
Stack	5000				
Mech. and elec. plant	60000	77000	100000	117000	90000
Investment in £	85000	82000	125000	122000	95000



REPORT

To: Shetland Islands Council

15 September 2010

From: Capital Programme Service Manager

Report No: CPS-17-10-F

Subject: Progress Report – Capital Programme

1.0 Introduction

- 1.1 This report seeks to advise the Council on the progress of the programme with a view to establishing an overview for all projects.
- 1.2 This report also advises on slippage and savings that have occurred within the Capital Programme and makes recommendations on re-allocation.

2.0 Links to Council Priorities

- 2.1 The proposals within this report will link to the Council's corporate plan by enhancement of skills development and learning.
- 2.2 Section 3 of the Corporate Plan commits us to manage the Capital Programme in line with available funds.
- 2.3 As part of the Council's commitment to sustainability within the Corporate Improvement Plan we have undertaken to define our priorities so we can sustain the services we want to provide and help develop our economy.

2.4 Risk

Financial:

- The main area of risk is financial in terms of over or underspend. Regular progress reports to Committee and the Council enable Members to monitor the capital programme.

3.0 Background

- 3.1 Tables in Appendix A have been broken down by service area. We have also added programme progress, however this is very much dependent on information provided to Capital Programme Services. Where information is not forthcoming this is highlighted in Appendix A.
- 3.2 The management and control of the Capital programme will help to keep expenditure within sustainable limits and would reinforce the best value message and contribute to the change in culture needed to control expenditure.

4.0 Slippage and Proposed Re-allocation

4.1 Slippage and transfers

A total of £979,925 slippage and transfers have been identified as follows:

- Contingency & Final A/Cs (GCK2002) Transfer £9,925
Budget moved to cover minor overspends
- Fibre Optic Cable (GCD1576) Slippage £400,000
Project part slipped into 11/12
- Bridge Replacements RP (GCY9202) Transfer £110,000
- Footways RP (GCY9203) Transfer £150,000
- Road Reconstruction RP (GCY9210) Transfer £150,000
Roads Network & Design Manager has requested that the above three budgets be transferred into the Gremista Road Improvements
- Advanced Design of Schemes (GCY6298) Transfer £160,000
Roads Network & Design Manager has requested the budget be transferred into the named projects identified in 4.4

4.2 It is proposed to transfer the £9,925 from the Contingency & Final A/Cs budget (GCK2002) as follows:

- Purchase Scottish Water Assets (GCB6010) Additional £1,500
Purchase of assets agreed in 2009 (Min Ref 28/09), minor spend carried forward to 2010/11
- Payments System (GCF1302) Additional £2,425
Work completed 2009/10, final payment slipped into 2010/11

- Knab Dyke (GCJ3302) Additional Project essentially complete, funds required for remaining works and final account £6,000
- 4.3 It is proposed to transfer the £410,000 of the Roads Rolling Programmes Budgets (GCY9202, 9203 & 9210) to the Gremista project.
- Gremista Road Improvements (GCY6132) Transfer Replace culvert, replace carriageway and construct footpath to College. £410,000
- 4.4 It is proposed to transfer the £160,000 from the Advanced Design of Schemes Budget (GCY6298) to the following named projects:
- Haggersta to Cova (GCY6106) Transfer CPO and Stopping Up Order £30,000
 - Vidlin Shore Footway (GCY6133) Transfer Design & land costs £20,000
 - A971 West Burrafirth to Bridge of Walls (TBA) Transfer Advanced design works £20,000
 - Strand Loch Bridge (GCY6207) Transfer CPO and advanced design £30,000
 - Scalloway Burn Beach (GCY6206) Transfer Advanced design works £10,000
 - A970 Levenwick (TBA) Transfer Advanced design works £10,000
 - Germatwatt Footways (GCY6118) Transfer Advanced design works £10,000
 - Burravoe Footways (GCY6135) Transfer Advanced design works £10,000
 - East Voe, Scalloway Footways (GCY6134) Transfer Advanced design works £10,000
 - Strand, Tingwall Footways (GCY6136) Transfer Advanced design works £10,000
- 4.5 Appendix A shows 2010/11 project expenditure and progress by service area as requested by the Audit and Scrutiny Committee.

4.6 Where items are complete but show little expenditure this may be due to:-

- On larger contracts a retention sum is held for (normally) one year to ensure there are no defects evidenced; therefore budget is retained for final completion but no expenditure will be incurred until the end of the defects period;
- Design work carried out in-house will not be charged to projects until year end through the recharges;
- Time lapse between completion of project, invoicing and invoice payment.

4.7 Appendix B shows adjustments in 2010/11 and slippage proposed from 2010/11 to 2011/12.

4.8 Appendix C gives a summary of the Council's 2010/11 funded capital projects with proposed adjustments.

5.0 Budget - Montfield Care Home

5.1 This project is fully externally funded by the NHS and all funding has been received. The project has been delivered within budget, but funding received requires to be allocated as budget to Montfield Care Home in 2010/11; as this is externally funded there is no impact on the Capital Programme draw on reserves.

- Montfield Care Home (GCA0236) External Funding £930,208

6.0 Proposal

It is proposed that the Council:

6.1 Note the progress of the current committed projects in Appendix A;

6.2 Approve the allocation of budgets, slippage and transfers in Appendices B & C.

7.0 Financial Implications

7.1 On 28 October 2009 the Council approved a Capital Programme of £34,418,329 for all funds in 2010/11 (Min Ref 142/09), this excluded the £15m leasing arrangement for the AHS New Build project as this was approved separately (Min Ref 94/08). The total capital programme budget for 2010/11 was therefore £49,418,329, of which the General Fund element was £31,319,184.

- 7.2 Further approved budget adjustments reduced the 2010/11 General Fund Capital Programme budget to £29,632,818. Adjustments proposed in this report will reduce the budget to £29,232,818 for 2010/11. Further slippage is anticipated.
- 7.3 Approved Budget Strategy for 2010/11 recommends a five year spending target of £100 million on the General Fund Capital Programme of £100m (Min Ref 107/09). If the Council approves the budgets in 7.2 above the remaining budget on the General Fund Capital Programme for years 2 – 5 will be £70,767,182.
- 7.4 It should be noted that the 2010/11 Capital Programme includes the design of a number of projects, which, if these designs are approved, will be seeking budget to enable them to progress towards construction in years 2 – 5.

8.0 Policy and Delegated Authority

- 8.1 Decisions relating to approval or variation to the Council's Capital Programme require approval of the Council (Section 8.0 – Scheme of Delegations).

9.0 Conclusion

- 9.1 The ongoing prioritisation of the existing capital projects will greatly assist with the planning and programming of these works. This should then lead to more economic delivery taking into account the resources available and the prevailing market conditions. The programming will also help local contractors and suppliers to plan their business and training requirements to meet the Council's planned objectives.

10.0 Recommendations

It is recommended that the Council:

- 10.1 Note the progress of the current committed projects in Appendix A;
- 10.2 Approve the allocation of budgets, slippage and transfers in Appendices B & C;

Our Ref: GMF/CPS-17-10-F

7 September 2010

Enclosed: Appendix A Capital Programme Progress Report
Appendix B Summary of Budget Adjustments
Appendix C 2010/11 Capital Programme with Adjustments

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCX4300	PC/Lan Replacement	278,000	278,000	269,441	X	X	X	X	X	X	✓		Implementation stage, budget to be spent in full
GCX4311	SSIS Upgrade	0	77,500	0	X	X	X	X	X	X	✓		Implementation stage, budget to be spent in full
GCX4312	Computers for Schools	395,000	395,000	247,080	X	X	X	X	X	X	✓		Implementation stage, budget to be spent in full
GCX4319	LV/MV Photocopiers	75,000	75,000	12,713	X	X	X	X	X	X	✓		Implementation stage, budget to be spent in full
GCX4323	Shetland Public Sector Network	251,000	251,000	223,743	X	X	X	X	X	X	✓		Implementation stage, budget to be spent in full
GCX4329	ICT Planning Project	0	150,000	28,072	X	X	X	X	X	X	✓		Project previously slipped into 10/11, at implementation stage now.
GCB6001	Copper Pipework Replacement	150,000	150,000	0	✓			X					Asset discussing with Building Services re which buildings need to be done.
GCB6002	Lystina Stonework	0	15,000	0	✓								Survey ongoing and cost report expected from Amenity Trust. This will be reported to Council in the future.
GCB6004	DDA Access Audit Construction	100,000	100,000	1,569	✓	✓	✓	✓	✓				Voe toilets to be undertaken this year - project to be retendered as no Contractor appointed last time
GCB6006	Ness of Sound Farm	12,000	12,000	0	✓	✓	✓	X	X				Ongoing, further dyke work to start shortly
GCB6010	Purchase Scottish Water Asset	0	0	1,354	X	X	✓	✓	X	X	✓	✓	Asset purchase agreed by Council Min Ref 28/09, funds from contingency
GCF1302	Purchase Payments System	0	0	2,425	X	X	X	X	X	X	X	✓	Project complete 09/10, but final payment not processed until 10/11
GCK2000	Feasibility Studies: Overall	400,000	400,000	0									No requirement at this stage
GCK2001	CCTV System Lerwick	0	0	0	✓	✓	✓	X	✓	✓	✓	✓	Complete, final A/C accrual made and payment to be processed during 10/11
GCK2002	Contingency & Final A/Cs	100,000	100,000	1,823	X	X	X	X	X	X	X	✓	Some budget to be transferred to Knab Dyke, Payments System and Scottish Water Projects
Total		1,761,000	2,003,500	788,220									

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCJ3001	Capital Grants to Water Based Facilities	382	382	0	×	×	×	×	×	×	✓		Small amount of retention - £382 to be paid in 10/11
GCJ3002	Knab Dyke	0	0	0	✓	✓	✓	×	✓	✓	✓	✓	This project is essentially complete but a sum of £4,366.19 is required to meet the project retention and a sum of £1,500 is required for remaining works. Request that 6K be allocated from Contingency & Final A/C budget.
GCJ3003	Play Areas and Park Equipment	175,000	175,000	48,367	✓	✓	✓	×	✓	✓	✓		Three play area projects at Nederdale, Twageos in Lerwick and Baltasound in Unst are being undertaking this year. The Twageos project is complete and the two other projects should be completed by the end of October 2010. (spend to date is now £70,700).
GCJ3006	Capital Grants to Voluntary Organisations (General)	300,000	510,496	25,856	×	×	×	×	×	×	✓		A present a total of £256,033 has been committed towards 12 different Community projects throughout Shetland. It is anticipated that funding requests will be received, for a number of other community projects over the next few months, which will fully commit this budget. (Spend to date is now £38,143)
GCJ3020	Islesburgh Capital Maintenance	0	22,595	14,229	✓	✓	✓	✓	✓	✓	✓	✓	Works complete, invoices still to be processed
GCL4100	Old Library Centre Maintenance	85,000	85,000	111									Study ongoing for completion end of summer
GCL4402	Mareel	1,500,000	1,704,111	406,944	✓	✓	✓	✓	✓	✓	✓		Works continue on site, contractors programme indicating completion March 2011
GCL6000	Train Shetland Maintenance	100,000	100,000	0									Project commenced in school holidays and all floors dug up and replaced.
UCL5203	Shetland College Extension	0	500,000	536	✓	✓		✓					Scheme design agreed and Structural and Services consultants appointed. Planning application to be submitted end September.
GCE1171	Little Tikes	0	336,678	34,303	✓	✓	✓	✓	✓	✓	✓		Project on site for completion October 2010
GCE1240	Bells Brae Primary Alterations	0	0	2,582							✓	✓	Project complete and retention paid

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCE1315	Mid Yell Junior High School	3,350,000	3,534,669	1,698,101	✓	✓	✓	✓	✓	✓	✓		Project continuing on site and final works ongoing for contractors anticipated completion of 20 October 2010
GCE1512	Schools Reroofing	0	0	0	✓	✓	✓	✓	✓	✓	✓	✓	Brae Re-roof Final A/C Accrual
GCE1500	Education Capital Maintenance - please see XXE codes below for detail	1,583,000	1,578,966	225,473									Individual projects are noted below.
XXE1001	Aith Maintenance	12,500	12,500	2,567	✓	✓							At design stage
XXE1002	AHS Maintenance	225,000	370,000	48,852	✓	✓	✓	✓	✓	✓	✓		New sash & case windows for the Old English Block.
XXE1003	Baltasound Maintenance	5,000	5,000	1,138	✓	✓							Electrical Rewire
XXE1004	Bells Brae Maintenance	210,700	295,700	25,806	✓	✓	✓	✓	✓	✓	✓		Ventilation, roofing, heating, lights and fire alarm. Roofing works identified a major problem resulting in unforeseen structural works.
XXE1005	Brae Maintenance	34,000	34,000	0	✓	✓	✓	✓	✓	✓			Replace lighting, electrical rewire and staff toilet refurb.
XXE1006	Bressay Maintenance		0	48									External Redecoration
XXE1008	Cullivoe Maintenance	5,000	5,000	3,993	✓	✓	✓	✓	✓	✓	✓		External Redecoration
XXE1009	Cunningsburgh Maintenance	30,000	30,000	5,838	✓	✓	✓	✓	✓	✓			Electrical system and DDA works
XXE1010	Dunrossness Maintenance	5,000	5,000	0	✓	✓							Electrical system
XXE1011	Fetlar Maintenance	0	0	3									External Redecoration
XXE1012	Foula Maintenance	50,000	50,000	0	✓	✓	✓	✓	✓	✓	✓		External redecoration, playground resurfacing and fire alarms
XXE1016	Hamnavoe Maintenance	175,000	175,000	115,840	✓	✓	✓	✓	✓	✓	✓	✓	Roofing works
XXE1017	Happyhansel Maintenance	156,500	156,500	6,879	✓	✓	✓	✓	✓	✓	✓	✓	Roofing works, canteen and electrical upgrade
XXE1021	Mossbank Maintenance	40,000	40,000	6,309	✓	✓	✓	✓	✓	✓			Toilet refurbishment
XXE1022	North Roe Maintenance	10,000	10,000	0	✓	✓	✓	✓	✓				Playground resurfacing
XXE1023	Ollaberry Maintenance	16,000	16,000	0	✓	✓	✓	✓	✓	✓			External redecoration and playground resurfacing
XXE1024	Olnafirth Maintenance	30,000	30,000	0	✓	✓	✓	✓	✓	✓	✓	✓	External redecoration, leadwork and tankroom roof replacement
XXE1028	Sandwick Maintenance	120,000	120,000	8,201	✓	✓	✓	✓	✓	✓	✓	✓	Defective blockwork, fire alarm and games hall heating replacement
XXE1029	Scalloway Maintenance	5,000	5,000	0	✓	✓							Fire alarm replacement

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
XXE1027	Sound Maintenance	7,000	7,000	0									Phase 3 render and light fitting replacement
XXE1034	Whalsay JHS Maintenance	50,000	50,000	0	✓	✓	✓	✓	✓	✓	✓	✓	Repair aluminium roof, entrance alterations and correct water ingress
XXE1060	Janet Courtney Maintenance	376,300	142,266	0	✓	✓	✓						Agreed with George McGhee that we can take possession of one floor at a time to upgrade fire doors and to renew the services.
XXE1062	New Bruce Hostel Maintenance	20,000	20,000	0	✓	✓	✓	✓	✓	✓			Spot repairs to roof and pump replacement
GCA0100	Social Work (Buildings) Rolling Programme (SWRP) - Inspection, Health & Safety	26,465	26,465	232	✗	✗	✗	✗	✗	✗	✗		Ongoing Rolling Programme
GCA0101	SWRP - Building Fabric	41,850	41,850	4,833	✗	✗	✗	✗	✗	✗	✗		Ongoing Rolling Programme
GCA0102	SWRP - Elect Systems Upgrade	38,542	38,542	0	✗	✗	✗	✗	✗	✗	✗		Ongoing Rolling Programme
GCA0103	SWRP - Mech Systems Upgrade	16,492	16,492	10,921	✗	✗	✗	✗	✗	✗	✗		Ongoing Rolling Programme
GCA0104	SWRP - Plant Equip Replacement	2,160	2,160	0	✗	✗	✗	✗	✗	✗	✗		Ongoing Rolling Programme
GCA0105	SWRP - Safety Surfaces	22,055	22,055	981	✗	✗	✗	✗	✗	✗	✗		Ongoing Rolling Programme
GCA0106	Older People's Rolling Programme for new care places	0	185,000	21,303	✓								Study completed
GCA0120	OTRP - Special Studies	2,129	2,129	0	✗	✗	✗	✗	✗	✗	✗		Ongoing Rolling Programme
GCA0231	Fire Upgrades to Care Homes	248,000	318,053	0	✓	✓	✓	✗	✓	✓	✓		Minor works to be completed at Taing and ET House. Viewforth works to be carried out spring 2011. Other works completed.
GCA0233	Occupational Therapy Resource Centre	2,600,000	530,000	12,767	✓	✓							Design completed for site at Gremista and Planning Application submitted
GCA0234	Taing House Capital Maintenance	0	76,500	4,344					✓				Works previously delayed due to unavailability of rooms.
GCA0235	Viewforth Capital Maintenance	0	40,500	0					✓				Works previously delayed due to unavailability of rooms.
GCA0237	Eric Gray Resource Centre	500,000	236,328	407	✓								Site at Seafeld confirmed as available for building. Tendering for consultants underway.
GCA0238	Replacement Viewforth	400,000	400,000	0	✓								Part of Older People's Rolling Programme for new care places.
GCA0239	Replacement Isleshavn	500,000	300,000	787	✓								Procurement of Design Team completed and team meetings to be arranged

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCA0240	Old Craigielee - Maintenance	50,000	50,000	0									Proposals to make building wind and watertight developed and advertisement for intested contractors
GCA1000	Occupational Therapy Rolling Programme (OTRP) Specialist Aids Stock Items	94,685	94,685	55,954	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCA1001	OTRP - Specialist Aids	277,433	277,433	31,843	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCA1003	OTRP - Minor Adaptions	46,703	46,703	179	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCA1004	OTRP - Major Adaptions	228,892	328,892	0	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCA1005	OTRP - Housing Adaptions	145,831	25,831	0	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCA1006	OTRP - Professional Fees	24,528	24,528	0	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCA1007	OTRP - Specialist Aids Refurbishment	45,868	45,868	11,306	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCA1008	OTRP - Sensory Impairment	0	20,000	563	X	X	X	X	X	X	X		Ongoing Rolling Programme
GCG0232	Leog Replacement	0	281,528	122,655	✓	✓	✓	X	✓	✓	✓		Project on site and now wind and water tight in accordance with programme.
GCG0233	Laburnum - Refurbishment / Extension	100,000	0	0	✓								Feasibility Study reported March 2009. No further work to be carried out this year and budget slipped into future years.
GCG0234	Laburnum - New Build	200,000	0	0	✓								Feasibility Study reported March 2009. No further work to be carried out this year and budget slipped into future years. Site identified at North Lochside subject to AHS / North Staneyhill access design.
GCG0235	Laburnum - Maintenance	20,000	20,000	0	✓								Prioritisation of programme ongoing
GCH3100	Housing Staff Accommodation	10,969	10,969	0									Ongoing Programme - provision being reviewed
GCH3102	Housing Chalet Accommodation	12,175	12,175	0									Ongoing Programme
GCH3103	Skerries/Foula School House Maintenance	100,000	100,000	0	✓								Options being assessed
GCH3120	Housing Temp Accommodation (Homelessness)	16,025	16,025	0									Ongoing Programme
	Halls of Residence	0	0	0									No budget approved, Council agreed no further action meantime.
Capital Programme		12,864,184	12,138,608	2,735,580									

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
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PROJECTS FUNDED OUTWITH CAPITAL PROGRAMME

GCA0236	New Temporary Care Home for Lerwick (Montfield) - 100% NHS Funding	0	0	623,395							✓		Project completed on site, now into defects period. Third party invoices from NHS still to be processed and NHS funding to be reported and set as budget.
GCE1304	Anderson High School Replacement, including moving Train Shetland from premises at the Knab	15,000,000	1,210,212	32,185	✓								Pre-Consultation Study completed. Proposal on relocation to be published August 2010, informed by output from Blueprint for Education.
Total Out with General Fund Capital Programme		15,000,000	1,210,212	655,580									

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCD1576	Fibre Optic Cable	0	1,100,000	0	✓	✓	✓	✓	✓	✓			All spend so far has been internal. Should Council agree to final commitment, the contract will be awarded with work commencing in in October. Slippage of 400K to 11/12.
Total		0	1,100,000	0									

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCY5121	Fetlar Burial Ground	38,000	78,000	36,897	✓	✓	✓	✓	✓	✓	✓	✓	Retention and minor works left to do, all major works complete
GCY5124	Bixter Burial Ground	364,500	10,000	0	✓	✓	✓		✓				Land purchase problems have resulted in this being delayed, request for CPO to Infrastructure Committee
GCY5125	Voe Burial Ground	10,000	0	0									
GCY5126	Muckle Roe Burial Ground	0	364,500	6,706	✓	✓	✓	✓	✓	✓			Land, design and planning complete. This project accelerated due to land purchase problems at Bixter.
GCY5129	Energy Recovery Plant Update Works	50,000	259,593	209,585	✓	✓	✗	✗	✗	✓	✓		Installation of new system October 2010
GCY5132	Esplanade Toilets	18,000	0	0	✓	✓	✓	✓	✓	✓	✓	✓	Project complete, and final A/C received from LPA last year, therefore budget removed from 10/11.
GCY5133	Rova Head Reinstatement	140,000	10,000	2,030	✓	✓	✓	✓	✓	✓	✓	✓	Project complete, Health & Safety plans to be finalised
GCY5137	Landfill Phase 2	2,600,000	2,600,000	166,093	✓	✓	✓	✓	✓	✓	✓		On site, due for completion November 2010
GCY5139	Wheelie Bin Purchase	59,500	102,922	32,768	✓	✗	✗	✗	✗	✓			First batch of this years bins ordered and delivered.
GCY5200	Public Toilets Essent Maint	60,000	60,000	8,408	✗	✗	✗	✗	✓	✓	✓		Work in progress/planned at Bressay, Gutscher, Belmont and Toft Toilets. Voe work to be readvertised as no contractors interested at first advert.
GCY5501	Gremista Wrk/shp Recladding	564,000	564,000	0	✓	✓	✓	✗	✓				Final Design being produced by Arch Hendersons - to be tendered shortly
GCY5504	TF Facility Management Software	0	5,332	12,900	✓	✓	✗	✗	✗	✓	✓		Building Services to identify revenue savings to fund balance of this project.
GCY5505	New Mid Yell Workshop	10,000	61,309	4,477	✓	✓	✓	✗	✓	✓	✓		External shell of building complete. Internal fit out in progress.
GCY9016	Public Toilets	0	1,625	0	✗	✗	✗	✗	✗	✗	✗	✓	Fully Committed, but hall committee unable to process final claim before year end.
GCY6106	Haggersta to Cova A971	0	0	21,158	✓	✓	✓						BRO proposes to transfer 30K from Advanced Design of Schemes to cover CPO and Stopping Up Order.
GCY6116	B9074 Trondra Phase 2	0	0	100	✓	✓	✓	✓	✓	✓	✓	✓	No Budget - No Report
GCY6120	A970 Oversund Junction	0	0	1,104	✓	✓	✓	✓	✓	✓	✓	✓	No Budget - No Report

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCY6121	B9081 Mid Yell Link	10,000	10,000	161	✓	✓	✓	✓	✓	✓	✓	✓	Construction complete - apart from minor alteration to kerb line and Final A/C
GCY6122	Papa Stour Road	15,000	15,000	8,456	✓	✓	✓	✓	✓	✓	✓		Resurfacing complete, minor snagging remains
GCY6124	A970 Scord to School	20,000	20,000	0	✓	✓							Outline footpath design in hand
GCY6125	B9071 Bixter to Aith Phase 2	150,000	150,000	0	✓	✓							Planning submitted, final land acquisition addressed. Tenders to be issued Autumn with construction next year.
GCY6126	Sletts Road Sea Wall, Lerwick	250,000	250,000	45,668	✓	✓	✓	✓	✓	✓	✓		Construction nearing completion
GCY6127	Murrister Depot Replacement	0	279,748	3,331	✓	✓	✓		✓	✓			Design and build contractor seeking final consents before construction can start.
GCY6129	B9071 Parkhall to Sand Junction	20,000	20,000	0	✓								Laxaburn Bridge, Effirth Bridge and Junction design being funded from this budget
GCY6130	B9082/3 Gutter to Cullivoe	50,000	50,000	0	✓	✓							Design In hand
GCY6131	Gulberwick Road	15,000	15,000	0	✓	✓							Outline design of potential road improvements nearing completion, next stage to establish corridor of protection under Local Plan.
GCY6132	Gremista Road Improvement	0	0	4,369	✓	✓	✓	✓	✓	✓			BRO has advised on funding transfer from 3 Capital Rolling Programmes. Works are underway to construct carriageway, pavement to college and replace culvert at North Burn.
GCY6133	Vidlin Shore Road Footway	0	0	210	✓	✓							BRO proposes to transfer 20K from Advanced Design of Schemes to cover advanced design of scheme.
GCY6137	Weathersta Depot Maintenance	10,000	10,000	0									No Report
GCY6298	Advance Design of Schemes	170,000	170,000	0		✓							Further to Haggersta to Cova and Vidlin Shore Road Footways above the A971 West Burrafirth Junct., Strand Loch Bridge, Burn Beach Scalloway, A970 Levenwick and various footways designs are being progressed. BRO proposes to transfer 160K from this budget to named schemes, see report for more detail
GCY6401	Scord Quarry Plant Purchases	250,000	250,000	33,750	✗	✗	✗	✗	✗	✗			No Report

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCY6405	North Mainland Roads Office	0	74,500	0	✓	✓	✗	✓	✓	✓	✓		Design and build contractor seeking final consents before construction can start.
GCY9200	Minor Works	100,000	100,000	887									Planning of orders well advanced - no detailed report
GCY9201	Development Related Roads	60,000	60,000	0									See above - no detailed report
GCY9202	Bridge Replacement	350,000	350,000	0									See above - no detailed report
GCY9203	Footways	250,000	250,000	2,789									See above - no detailed report
GCY9204	Street Lighting Replacements	200,000	200,000	0									See above - no detailed report
GCY9205	Plant Purchases	0	0	0									See above - no detailed report
GCY9206	Traffic Management	50,000	50,000	4,655									See above - no detailed report
GCY9207	Accident Investigation & Prevention	100,000	100,000	344									See above - no detailed report
GCY9208	Minor Works & Purchases Airstrips	20,000	20,000	519									See above - no detailed report
GCY9209	Minor Works & Purchases Bus Services	40,000	40,000	0									See above - no detailed report
GCY9210	Road Reconstruction	300,000	300,000	15,181									See above - no detailed report
GCY9211	Roads Rolling Drainage Improvements	80,000	80,000	7,695									See above - no detailed report
GCY9212	Roads Rolling Crash Barrier Replacement	150,000	150,000	29,167									See above - no detailed report
GCY9213	20MPH Speed Limits at Schools	0	150,000	7,450									Vidlin shore road works to start soon
GCY7202	Tingwall Airport (H&SE Works)	0	378,617	177,194	✓	✓	✓	✓	✓				Contract award end Nov 09, works ongoing on site.
GCY7212	Bressay Link	0	0	2,911	✓								Minor 09/10 expenditure carry forward, further consultation work likely to be undertaken with regard to Council Fixed Link decision
GCY7213	Whalsay Link	1,000,000	100,000	31,966	✓								Further consultation work likely to be undertaken with regard to Council Fixed Link decision
GCY7214	Fetlar Breakwater	2,600,000	643,609	13,619	✓	✓	✓						Design ongoing, land and consents requested - slippage previously advised to Council
GCY7215	Skerries South Mooth	200,000	200,000	0	✗	✓							Proposal submitted to Historic Scotland, response expected soon.
GCY7254	FMU Rolling Programme	1,200,000	1,200,000	32,644	✗	✗	✗	✗	✗	✗			Vehicle and plant purchases
GCY7601	Ferries Minor Works/Purchases	180,000	180,000	215	✗	✗	✗	✗	✗	✗			No Report

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
GCY7626	Ferry Terminals Structural Improvements	290,000	290,000	0									No Report
Total Infrastructure General Fund Capital Programme		12,044,000	10,273,755	925,405									

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
RCM2208	Scalloway Dredging Consents	3,000,000	2,998,185	221	✓	✓	✓	✗	✓				Tender over budget - CPS recommend re-advertising and re-tendering
RCM2309	Peerie Dock Symbister	0	0	0	✓								No further work to be undertaken until final decision on Whalsay Link.
RCM2313	Tugs for Sellaness	361,500	3,342,345	70,072	✓	✓	✓	✗	✓	✓	✓		Committed (ring fenced) project - one tug undergoing sea trials, exact delivery date to be confirmed.
RCM2314	Uyeasound Harbour Development	0	0	-14,419	✓	✓	✓	✓	✓	✓	✓	✓	Site works complete, accrual made for final account which is due 10/11.
RCM2315	Scalloway Water Main	250,000	287,824	1,734	✓	✓	✓	✓	✓				Works advertised and technical / financial vetting ongoing - tender documents to be issued
RCM2316	Walls Pier	1,400,000	830,946	280	✓	✓	✓						Slippage previously reported to Council. Planning granted July, detailed design ongoing - tender anticipated Autumn.
PCM2101	Plant Vehicles & Equipment	70,000	143,402	79,811	✗	✗	✗	✗	✗				Balance of £73,402 c/f from 2009/10
PCM2104	Navigational Aids - Sullom Voe	70,000	122,891	74,863	✗	✗	✗	✗	✗				Balance of £52,891 c/f from 2009/10
Total		5,151,500	7,725,593	212,562									

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
HCH3303	Land & Property Acquisition	678,851	703,851	3,388	✓	✓							Additional £0.125M agreed by Council 30/06/10 Craig Nicolson to advise on updated split over 5 Year Capital Programme
HCH3304	Brae New Housing	0	700,000	10,285	✓	✓	✓						Awaiting decrofting prior to issue of enabling works tenders. Additional £1.250M agreed by Council 30/06/10, updated split over 5 Year Capital Programme required.
HCH3305	Hoofields New Housing	0	3,450,000	35,430									Additional £8.550M agreed by Council, updated split required. Planning achieved on 4th August. Contractor starting enabling works contract on 20th September. First house building contract starting approx March 2011.
HCH3306	Virkie Groundworks	0	50,000	0									Additional £0.450M agreed by Council 30/06/10 - ditto above re split
HCH3404	Environmental Improvements	259,266	259,266	4,210	✓	✓	✗	✗	✓	✓	✓		Completion of Burra scheme.
HCH3512	Community Care Projects	107,103	107,103	110	✓	✓	✓	✗	✓	✓	✓		Feasibility - further conversion at Brucehall
HCH3516	Lerwick Internals Phase 1	0	0	6,939									
HCH3525	Feasibility Studies	25,655	25,655	0	✓								
HCH3526	Opportunity Conversion	124,862	124,862	1,087	✓	✓	✓	✗	✓	✓	✓		
HCH3704	Pump Prime	0	0	3,000									
HCH3706	Heating Replacement Programme	157,103	157,103	0	✓	✓							Programme agreed for 2010/11
HCH3708	External Re-render Programme	387,758	387,758	28,676	✓		✗	✗					Completion of Yell. Tenders for 2010/11 programme being prepared.
HCH3710	Lerwick Crudens	1,146,933	1,146,933	14,052	✓	✓		✗					On site
HCH3711	Retentions/ Final Accounts	40,000	40,000	0	✗	✗	✗	✗	✗	✗	✗		

Code	Project Name	Original Approved Budget 2010/11 £	Amended Budget 2010/11 £	Period 4 Actual 2010/11 £	Feasibility / Options	Outline Design	Consents	Land	Full Design	Tender	Construction / Implementation	Completion	Status
HCH3712	Housing Quality Standard	560,000	560,000	53,555	✓	✓	✗	✗	✓	✓	✓	✓	Ongoing
HCH3714	Replacement MIS System	0	199,817	0	✓	✗	✗	✗	✗	✓			Project slipped from 09/10
HCH3800	Capital Rec/ Sale Council Houses	-889,886	-889,886	3,106	✗	✗	✗	✗	✗	✗	✗	✗	
Total HRA Capital Programme		2,597,645	7,022,462	163,836									

Budget Adjustments

CPS-17-10 Appendix B

10/11 Budgets - General & Reserve Fund				11/12 Budgets - General & Reserve Fund				
Project	Additional Budget Required £	Budget Slippage / Savings / Transfer £	Net Budget Totals £	Project	Budget Slippage from 10/11 £	Additional Budget Required £	Reduction in Budget Required £	Overall Total Budget Amendments £
Contingency & Final A/C GCK2002 (Transfer)	0	9,925	9,925	Fibre Optic Cable GCD1576 (Slippage)	400,000	0	0	400,000
Purchase Scottish Water Assets GCB6010 (Additional/Transfer)	1,500	0	(1,500)		0	0	0	0
Payments System GCF1302 (Additional/Transfer)	2,425	0	(2,425)		0	0	0	0
Knab Dyke GCJ3002 (Additional/Transfer)	6,000	0	(6,000)		0	0	0	0
Fibre Optic Cable GCD1576 (Slippage)	0	400,000	400,000		0	0	0	0
Haggersta to Cova (GCY6106) Transfer	30,000	0	(30,000)		0	0	0	0
Gremista Road Improvements (GCY6132) Transfer	410,000	0	(410,000)		0	0	0	0
Vidlin Shore Road Footway (GCY6133) Transfer	20,000	0	(20,000)		0	0	0	0
West Burrafirth Jct to Brig o' Waas (TBA) Transfer	20,000	0	(20,000)		0	0	0	0
Strand Loch Bridge (GCY6207) Transfer	30,000	0	(30,000)		0	0	0	0
Scalloway Burn Beach (GCY6206) Transfer	10,000	0	(10,000)		0	0	0	0
A970 Levenwick (TBA) Transfer	10,000	0	(10,000)		0	0	0	0
Germatwatt Footways (GCY6118) Transfer	10,000	0	(10,000)		0	0	0	0
Burravoe Footways (GCY6135) Transfer	10,000	0	(10,000)		0	0	0	0
East Voe, Scalloway Footways (GCY6134) Transfer	10,000	0	(10,000)		0	0	0	0
Strand, Tingwall Footways (GCY6136) Transfer	10,000	0	(10,000)		0	0	0	0
Advanced Design of Schemes (GCY6298) Transfer		160,000	160,000		0	0	0	0
Roads RP Bridge Replacement (GCY9202) Transfer		110,000	110,000		0	0	0	0
Roads RP Footways (GCY9203) Transfer		150,000	150,000		0	0	0	0
Roads RP Road Reconstruction (GCY9210) Transfer		150,000	150,000		0	0	0	0
			0		0	0	0	0
	0	0	0		0	0	0	0
	0	0	0		0	0	0	0
Totals	579,925	979,925	400,000	Totals	400,000	0	0	400,000

10/11 Budgets - General Fund (Externally Funded)				11/12 Budgets - General Fund (Externally Funded)				
Project	Additional Budget Required £	Budget Slippage / Savings £	Net Budget Saving £	Project	Budget Slippage from 09/10 £	Additional Budget Required £	Reduction in Budget Required £	Overall Total Budget Amendments £
Montfield Care Home Conversion GCA0236 (100% NHS)	930,208	0	(930,208)		0	0	0	0
	0	0	0		0	0	0	0
Totals	930,208	0	(930,208)	Totals	0	0	0	0

General Fund

Service Area	Project Cost Centre	General Fund Projects	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
Community Care	GCA0100	SC RP Inspection Health & Safety	26,465		26,465
Community Care	GCA0101	SC RP Building Fabric	41,850		41,850
Community Care	GCA0102	SC RP Electrical Sys Upgrade	38,542		38,542
Community Care	GCA0103	SC RP Mechanical Sys Upgrade	16,492		16,492
Community Care	GCA0104	SC RP Plant Equip Replacements	2,160		2,160
Community Care	GCA0105	SC RP Safety Surfaces	22,055		22,055
Community Care	GCA0106	Additional Care Home Beds	185,000		185,000
Community Care	GCA0120	SC RP Special Studies	2,129		2,129
Community Care	GCA0231	Care Homes Fire Upgrade	318,053		318,053
Community Care	GCA0233	Joint Occupational Therapy Centre	530,000		530,000
Community Care	GCA0234	Taing House Maintenance	76,500		76,500
Community Care	GCA0235	Viewforth Maintenance	40,500		40,500
Community Care	GCA0237	Eric Gray Replacement	236,328		236,328
Community Care	GCA0238	Viewforth Replacement	400,000		400,000
Community Care	GCA0239	Isleshavn Replacement	300,000		300,000
Community Care	GCA0240	Maintenance RP - Old Craigielea	50,000		50,000
Community Care	GCA1000	SC RP Special Aids Stock Items	94,685		94,685
Community Care	GCA1001	SC RP Specialist Aids	277,433		277,433
Community Care	GCA1003	SC RP Minor Adaption	46,703		46,703
Community Care	GCA1004	SC RP Major Adaption	328,892		328,892
Community Care	GCA1005	SC RP Housing Renovations	25,831		25,831
Community Care	GCA1006	SC RP Professional Fees	24,528		24,528
Community Care	GCA1007	SC RP Specialist Aids Reurbishment	45,868		45,868
Community Care	GCA1008	SC RP Sensory Impairment	20,000		20,000
Childrens Service	GCG0232	Leog Replacement	281,528		281,528
Childrens Service	GCG0233	Laburnum - Refurbishment/Extension	0		0
Childrens Service	GCG0234	Childrens Service New Build (Laburnum)	0		0
Childrens Service	GCG0235	Maintenance RP - Laburnum	20,000		20,000
Schools	GCE1171	Little Tikes	336,678		336,678
Schools	GCE1315	Mid Yell JHS	3,534,669		3,534,669
Schools	GCE1500	Education Capital Maintenance	1,578,966		1,578,966
Sport & Leisure	GCJ3001	Water Based Facilities (Marinas)	382		382
Sport & Leisure	GCJ3002	Knab Dyke	0	6,000	6,000
Sport & Leisure	GCJ3003	Refurbishment of Play Areas/Park Equipment	175,000		175,000
Sport & Leisure	GCJ3006	Community Organisation Grants	510,496		510,496
Sport & Leisure	GCJ3020	Islesburgh Maintenance	22,595		22,595
Culture	GCL4100	Maintenance RP - Old Library Centre	85,000		85,000
Culture	GCL4402	Cinema and Music Venue	1,704,111		1,704,111
Culture	GCL6000	Maintenance RP - Train Shetland	100,000		100,000
Culture	UCL5203	Shetland College Extension	500,000		500,000
Housing	GCH3100	Housing Staff Accommodation	10,969		10,969
Housing	GCH3102	Housing Chalet Accommodation	12,175		12,175
Housing	GCH3103	Maintenance RP - Skerries/Foula School Houses	100,000		100,000
Housing	GCH3120	Housing Temporary Accom (Homelessness)	16,025		16,025
Legal & Admin	GCB6001	Copper Pipework Replacement	150,000		150,000
Legal & Admin	GCB6002	Lystina Stonework	15,000		15,000
Legal & Admin	GCB6004	Disability Discrimination Act Works	100,000		100,000
Legal & Admin	GCB6006	Ness of Sound Farm	12,000		12,000
Legal & Admin	GCB6010	Purchase Scottish Water Assets	0	1,500	1,500
Finance	GCF1302	Purchase Payments System	0	2,425	2,425
CPS	GCK2000	Feasibility Studies	400,000		400,000
CPS	GCK2002	Contingency and Final Accounts	100,000	(9,925)	90,075
ICT	GCX4300	PC & LAN replacement	278,000		278,000
ICT	GCX4311	SSIS Upgrade	77,500		77,500
ICT	GCX4312	Schools ICT Equipment	395,000		395,000
ICT	GCX4319	LV/MV Photocopiers	75,000		75,000
ICT	GCX4323	Shetland Public Sector Network	251,000		251,000
ICT	GCX4329	ICT Planning Project	150,000		150,000
Development	GCD1576	Fibre Optic Cable	1,100,000	(400,000)	700,000
Environment	GCY5121	Fetlar Burial Ground	78,000		78,000
Environment	GCY5124	Bixter Burial Ground	10,000		10,000
Environment	GCY5125	Voe Burial Ground	0		0
Environment	GCY5126	Muckle Roe Burial Ground	364,500		364,500
Environment	GCY5129	Energy Recovery Plant	259,593		259,593
Environment	GCY5132	Replacement Esplanade Toilets	0		0
Environment	GCY5133	Rova Head Reinstatement	10,000		10,000
Environment	GCY5137	Gremista Landfill Phase 2	2,600,000		2,600,000
Environment	GCY5139	Wheelie Bins	102,922		102,922
Environment	GCY5200	Public Toilets Essential Maintenance	60,000		60,000
Environment	GCY9016	Public Toilets Grant Funding	1,625		1,625
Building Services	GCY5501	Maintenance RP - Recladding Gremista Workshop	564,000		564,000
Building Services	GCY5504	FT Facility Management Software	5,332		5,332
Building Services	GCY5505	New Mid Yell Workshop	61,309		61,309
Roads	GCY6106	Haggersta to Cova	0	30,000	30,000
Roads	GCY6116	B9074 Trondra Phase 2	0		0
Roads	GCY6118	Germatwatt Footways	0	10,000	10,000
Roads	GCY6120	A970 Oversund Junction	0		0
Roads	GCY6121	B9081 Mid Yell (Hillend Section)	10,000		10,000
Roads	GCY6122	Papa Stour Road	15,000		15,000

General Fund cont

CPS-17-10 Appendix C

Service Area	Project Cost Centre	General Fund Projects	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
Roads	GCY6124	Scord to School	20,000		20,000
Roads	GCY6125	B9071 Bixter to Aith Phase 2	150,000		150,000
Roads	GCY6126	Sletts Road Sea Wall	250,000		250,000
Roads	GCY6127	Murraster Depot Replacement	279,748		279,748
Roads	GCY6129	B9071 Parkhall to Sand Junction	20,000		20,000
Roads	GCY6130	B9082/3 Gutcher to Cullivoe	50,000		50,000
Roads	GCY6131	Gulberwick Road	15,000		15,000
Roads	GCY6132	Gremista Road Improvements	0	410,000	410,000
Roads	GCY6133	Vidlin Shore Footway	0	20,000	20,000
Roads	GCY6134	East Voe Footways	0	10,000	10,000
Roads	GCY6135	Burravoe Footways	0	10,000	10,000
Roads	GCY6136	Strand, Tingwall Footways	0	10,000	10,000
Roads	GCY6137	Maintenance RP - Weathersta Depot Building	10,000		10,000
Roads	TBA	A971 West Burrafirth Junction to Brig o Walls	0	20,000	20,000
Roads	GCY6207	Strand Loch Bridge, Tingwall	0	30,000	30,000
Roads	GCY6206	Scalloway Burn Beach	0	10,000	10,000
Roads	TBA	A970 Levenwick	0	10,000	10,000
Roads	GCY6298	Advanced Design of Schemes	170,000	(160,000)	10,000
Roads	GCY6401	Scord Quarry Fixed Plant Replacement	250,000		250,000
Roads	GCY6405	North Mainland Roads Office	74,500		74,500
Roads	GCY9200	Roads Rolling Minor Works	100,000		100,000
Roads	GCY9201	Roads Rolling Development Related Roads	60,000		60,000
Roads	GCY9202	Roads Rolling Bridge Replacements	350,000	(110,000)	240,000
Roads	GCY9203	Roads Rolling Footways	250,000	(150,000)	100,000
Roads	GCY9204	Roads Rolling Streetlighting Replacement	200,000		200,000
Roads	GCY9206	Roads Rolling Traffic Management	50,000		50,000
Roads	GCY9207	Roads Rolling Accident Investigation & Prevention	100,000		100,000
Roads	GCY9208	Roads Rolling Air Service	20,000		20,000
Roads	GCY9209	Roads Rolling Works/Purchases Bus Services	40,000		40,000
Roads	GCY9210	Roads Rolling Road Reconstruction	300,000	(150,000)	150,000
Roads	GCY9211	Roads Rolling Roads Drainage Improvements	80,000		80,000
Roads	GCY9212	Roads Rolling Crash Barrier Replacement	150,000		150,000
Roads	GCY9213	Roads Rolling - Speed Limits for Schools	150,000		150,000
Transport	GCY7202	Tingwall Airport (H&SE Works)	378,617		378,617
Transport	GCY7213	Whalsay Link	100,000		100,000
Transport	GCY7214	Fetlar Breakwater	643,609		643,609
Transport	GCY7215	Skerries South Mouth	200,000		200,000
Transport	GCY7254	Vehicle & Plant Replacement Programme	1,200,000		1,200,000
Transport	GCY7601	Ferries Capital Rolling Programme	180,000		180,000
Transport	GCY7626	Urgent Repairs to Ferry Terminals	290,000		290,000
Sub Total			25,515,863	(400,000)	25,115,863

Service Area	Project Cost Centre	Port Operations Capital Funding (Non Sullom Voe Harbour)	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
Port Operations	RCM2208	Scalloway Dredging	2,998,185		2,998,185
Port Operations	RCM2315	Scalloway Water Main	287,824		287,824
Port Operations	RCM2316	Walls Pier	830,946		830,946
Sub Total			4,116,955	0	4,116,955
General Fund Total			29,632,818	(400,000)	29,232,818

Externally Funded Projects

Service Area	Project Cost Centre	Capital Budgets created through Revenue Savings / External Grant Funding	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
Community Care	GCA0236	Montfield Care Home	0	930,208	930,208
Externally Funded Total			0	930,208	930,208

Harbour Account

Service Area	Project Cost Centre	Funded directly from Harbour Account	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
Ports & Harbours	PCM2101	Ports & Harbours Plant & Equipment	143,402		143,402
Ports & Harbours	PCM2104	Ports & Harbours Nav Aids	122,891		122,891
Sub Total			266,293	0	266,293
Service Area	Project Cost Centre	Funded through debt charges from the Harbour Account	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
Ports & Harbours	RCM2313	Sellaness Tugs	3,342,345		3,342,345
Sub Total			3,342,345	0	3,342,345
Harbour Account Total			3,608,638	0	3,608,638

Service Area	Project Cost Centre	Capital Expenditure not funded by the Capital Programme to be met by financial arrangement.	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
Schools	GCE1304	AHS New Build	1,210,212		1,210,212
AHS Financing Arrangement Total			1,210,212	0	1,210,212

Housing Revenue Account

CPS-17-10 Appendix C

Service Area	Project Cost Centre	Ring Fenced Housing Expenditure	Existing Budget Allocation	CPS-17-10 Adjustments	Proposed Budget Allocation
HRA	HCH3303	Land/Property Acquisition	703,851		703,851
HRA	HCH3304	Brae New Housing	700,000		700,000
HRA	HCH3305	Hoofields New Housing	3,450,000		3,450,000
HRA	HCH3306	Virkie New Housing	50,000		50,000
HRA	HCH3404	Environmental Improvements	259,266		259,266
HRA	HCH3512	Community Care Projects	107,103		107,103
HRA	HCH3525	Feasibility Studies HRA	25,655		25,655
HRA	HCH3526	Opportunity Conversion	124,862		124,862
HRA	HCH3706	Heating Replacement Programme	157,103		157,103
HRA	HCH3708	External Re-Render Programme	387,758		387,758
HRA	HCH3710	Lerwick Crudens	1,146,933		1,146,933
HRA	HCH3711	Retentions/Final Account	40,000		40,000
HRA	HCH3712	Housing Quality Standard	560,000		560,000
HRA	HCH3714	Replacement MIS System	199,817		199,817
HRA	HCH3800	Cap Rec/Sale Council Houses	(889,886)		(889,886)
HRA Total			7,022,462	0	7,022,462
Total Overall Capital Budget			41,474,130	530,208	42,004,338



REPORT

To: Shetland Islands Council

15 September 2010

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

Report No: F-045-F

**SIC Revenue Management Accounts
General Fund, Harbour Account, Housing Revenue Account and Reserve Fund
For the Period 1 April 2010 to 31 July 2010**

1. Introduction

- 1.1 The purpose of this report is to advise Members of the financial position on the Council's General Fund (inc Support/Recharged ledgers), Harbour Account, Housing Revenue Account and Reserve Fund revenue management accounts (RMA) for the first 4 months of 2010/11.

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 Executive on a monthly basis to monitor the Council's overall financial position.
- 4.2 Only controllable items of expenditure are included, on the basis that recharges for central services and financing costs and financing income are excluded, as these are not controllable in terms of spending decisions. Although it should be noted that the support ledger controllable costs from which recharges are derived are included. This financial data in this report includes employee costs, property costs, transport, grants and other running costs, and income comprises of fees and charges, grants and rents.
- 4.3 For information, all appendices show the Annual Budget, Year to Date Budget, Actual and Variance. It is the Year to Date variances, which are referred to

within this report. An estimation of when spending will occur or income is to be received is made on each budget and a spend profile is set which determines the Year to Date Budget. The Year to Date Variance shows how actual activity has varied from the planned budget.

5. Financial position on the General Fund (includes support and recharged ledgers)

- 5.1 The General Fund revenue management accounts spend is £1.662m less than the year to date budget (see Appendices 1(a) and 1(b)). This excludes a budgeted savings/vacancy factor to be achieved of £9.943m to reach the approved draw on Reserves of £2 million.
- 5.2 Work is ongoing to identify savings to balance the 2010/11 budget. So far £1.4m has been earmarked as real savings mainly on staffing costs in Community Care, Schools and Children's Services.
- 5.3 Appendix 1(a) shows the financial position as at the 31 July 2010 by service area and Appendix 1(b) shows expenditure and income by type. Appendices 2(a), 2(b) and 2(c) show the same data by service area for Education & Social Care, Infrastructure and Executive Services respectively. A summary of the variances is set out below.
- 5.4 Education and Social Care Services, the favourable variance of £1.1m is mainly on employee costs, across a range of community care and children's services. Income has not been received for self-funders as anticipated and there is additional expenditure on off-island placements to meet needs.
- 5.5 Infrastructure Services, there is an unfavourable variance of £0.022m. The main overspends due to incidents involving on both Toft and Laxo terminals, the MV Filla & MV Linga, all of which are the subject of insurance claims, and increased ferry vessel fuel costs which is a combination of timing of delivery, usage and price. In addition, income has not been received as anticipated from government grants, landfill, other miscellaneous fees and charges. These overspends are offset mainly by underspending on staffing budgets.
- 5.6 Executive Services (inc EDU), there is a favourable variance of £0.544m, part of this is due to vacancies mainly on Legal and Admin Services and Capital Programme and Procurement Services. There is also underspending on property costs mainly energy costs and other operating costs.
- 5.7 Budget Responsible Officers across the Council are aware of the need to make savings and have been endeavouring to constrain spending whilst minimising any effect on services.

6. Financial Position on the Harbour Account

- 6.1 The revenue management accounts for Harbour Account shows an underspend of £1.075m excluding the jetty and spur boom maintenance (funded by the BP). This is due to increased income mainly from harbour and towage dues from the Total Project. There are also staffing vacancies and general underspending on operating costs to date.

- 6.2 Appendix 4 shows the financial position as at the 31 July 2010 by service area and by type of expenditure/income. Appendix 5 shows the same data by cost centre.

7. Financial Position on the Housing Revenue Account

- 7.1 The Housing Revenue Account is showing an under spend of £0.278m, mainly on maintenance expenditure where there is difficulty in determining when costs will be charged to the HRA.
- 7.2 Appendix 6 shows the financial position as at the 31 July 2010 by service area and by type of expenditure/income. Appendix 7 shows the same data by cost centre.

8. Financial Position on the Reserve Fund

- 8.1 The Reserve Fund shows a net underspend of £0.923m. The underspend is due to profiling variances on Economic Development grant assistance where it is difficult to profile when grants will be paid out.
- 8.2 Appendix 8 shows the financial position as at the 31 July 2010 by service area and by expenditure/income type. Appendix 9 shows the same data by cost centre.

9. Full Time Equivalents

- 9.1 Appendix 10 shows the full time equivalents budgeted for and actual spend to date. This is derived from the islands allowance payment made to all staff. For the year to date position (four months of the year), there are 166 fte staff vacancies. There are two main factors that may contribute to this staffing reduction. Firstly, profiling variance i.e. budgets for salaries are mainly profiled to a monthly split however, there are seasonal variations, which may be attributing to part of the underspending e.g. summer or winter activity/cover and there are genuine vacancies, either from recruitment time lag or posts which are not going to be filled due to budget pressures.

10. Financial Implications

- 10.1 The general fund revenue management accounts for the first 4 months of 2010/11 (including support and recharges) is £1.662m underspent excluding savings to be identified of £9.943m. Up to period 4, departments have identified £1.4m of savings mainly on Social Care, Schools and Children's services vacancies. There remains a further £8.5m of savings to be found. Work is ongoing to find further savings.
- 10.2 The Harbour Account is currently within budget by £1.075m (excluding jetties/spur booms fully funded by BP) with additional harbour income from the Total Project.
- 10.3 The Housing Revenue Account is currently within budget by £0.278m but only due to profiling difficulty on repairs and maintenance expenditure.

10.4 The Reserve Fund is currently within budget by £0.923m but only due to the difficulty in identifying when grant assistance will be paid.

11. Policy & Delegated Authority

11.1 This report is being presented to the Council for information in terms of its remit for financial policy and monitoring.

12. Recommendation

12.1 I recommend that the Council note the report.

Report No: F-045-F
Ref: Accountancy/HKT

Date: 9 September 2010

SIC MANAGEMENT INFORMATION 2010/11 - PERIOD 4

1st April 2010 to 31st July 2010

Revenue Expenditure by Service

(General Fund, Recharged Services & Support Services)

	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance Including Savings (Adverse)/Favourable	Savings To be Achieved	Year to Date Variance Excluding Savings (Adverse)/Favourable
	£	£	£	£	£	£
Executive Services (sub total)	3,954,297	(4,126,199)	3,900,653	(8,026,852)	(8,571,069)	544,217
Executive Management	827,333	251,677	321,759	(70,082)	(87,000)	16,918
Capital Programme Service	223,705	-596,376	300,949	(897,325)	(1,000,000)	102,675
Council Members	636,330	167,708	210,627	(42,919)		(42,919)
Organisational Development	3,468,853	1,171,459	1,100,321	71,138	(100,000)	171,138
Finance	-4,405,939	-6,455,520	861,890	(7,317,410)	(7,384,069)	66,659
Legal & Administration	3,204,015	1,334,853	1,105,107	229,746		229,746
Education & Social Care (sub total)	77,119,718	26,166,277	26,421,218	(254,941)	(1,372,055)	1,117,114
Executive Director (inc Museums)	1,480,355	694,845	706,048	(11,203)		(11,203)
Housing	2,327,788	767,432	598,359	169,073		169,073
Community Care	23,356,416	7,972,111	8,534,483	(562,372)	(1,165,194)	602,822
Children's Services	6,522,305	2,069,333	1,866,572	202,761	(126,000)	328,761
Criminal Justice Unit	22,824	7,404	4,634	2,770		2,770
Community Work	366,127	118,184	121,783	(3,599)		(3,599)
Resources	1,281,049	452,432	426,671	25,761		25,761
Schools	39,370,864	13,294,938	13,469,206	(174,268)	(80,861)	(93,407)
Sports & Leisure	1,786,114	600,394	553,793	46,602		46,602
Train Shetland (inc Adult Learning)	605,876	189,204	139,669	49,535		49,535
Infrastructure Services (sub total)	32,311,806	10,745,628	10,767,284	(21,656)	0	(21,656)
Directorate	814,167	270,058	236,707	33,351		33,351
Environment & Building Services	7,263,896	2,532,642	2,342,131	190,511		190,511
Roads	6,975,071	2,484,998	2,506,743	(21,745)		(21,745)
Transport	15,174,781	4,812,506	5,117,653	(305,147)		(305,147)
Planning	2,083,891	645,424	564,048	81,376		81,376
Economic Development Unit (sub total)	973,788	323,937	301,565	22,372	0	22,372
Economic Development Unit	973,788	323,937	301,565	22,372		22,372
TOTAL	114,359,609	33,109,643	41,390,720	(8,281,077)	(9,943,124)	1,662,047

SIC MANAGEMENT INFORMATION 2010/11 - PERIOD 4

1st April 2010 to 31st July 2010

Revenue Expenditure by Subjective

Shetland Islands Council

(General Fund, Recharged Services & St

	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance Including Savings (Adverse)/Favourable	Savings To be Achieved	Year to Date Variance Excluding Savings (Adverse)/Favourable
	£	£	£	£	£	£
Employee Costs (sub total)	84,566,368	20,369,897	29,079,067	(8,709,170)	(9,943,124)	1,233,954
Basic Pay	67,017,487	22,057,182	21,261,261	795,920	0	795,920
Overtime	1,800,039	547,949	642,063	(94,114)	0	(94,114)
Other Employee Costs	15,748,842	-2,235,233	7,175,743	(9,410,976)	(9,943,124)	532,148
Operating Costs (sub total)	40,284,888	14,528,536	13,716,185	812,351	0	812,351
Travel & Subsistence	3,794,342	1,194,123	989,525	204,598	0	204,598
Property Costs	13,820,232	5,938,531	5,518,432	420,099	0	420,099
Other Operating Costs	22,670,314	7,395,882	7,208,228	187,654	0	187,654
Transfer Payments (sub total)	10,675,479	3,343,484	3,060,978	282,506	0	282,506
Income (sub total)	-21,167,126	-5,132,274	-4,465,511	(666,763)	0	(666,763)
TOTAL	114,359,609	33,109,643	41,390,720	(8,281,077)	(9,943,124)	1,662,047

EDUCATION & SOCIAL CARE Mgt A/c's 2010/11 - DETAIL - PERIOD 4

1st April 2010 to 31st July 2010

Description	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance Including Savings (Adv)/Fav
	£	£	£	£
Directorate	1,480,355	694,845	706,048	(11,203)
GRJ1002 Data Sharing Project	42,651	14,608	28,986	(14,378)
GRL4210 Museums & Archives Prop Costs	50,397	26,537	38,341	(11,804)
GRL4217 New Museum & Arts Centre	1,141,683	570,842	570,842	0
SRJ0000 Exec Dir Educ & Social Care	245,624	82,858	67,879	14,979
Resources	1,281,049	452,432	426,671	25,761
SRJ2000 Resources Manager	106,418	42,065	32,036	10,029
SRJ2100 Information	139,606	63,941	61,275	2,666
SRJ2200 Staff Management	330,130	109,781	109,162	619
SRJ2201 Recruitment Expenses	225,000	75,000	72,333	2,667
SRJ2300 Administration	410,095	138,433	129,418	9,015
SRJ2500 Grant Administration	69,800	23,212	22,446	766
Community Work	366,127	118,184	121,783	(3,599)
GRJ3301 Area Community Work	292,790	96,379	99,438	(3,059)
GRJ3302 Community Work Initiatives	0	-2,490	1,529	(4,019)
GRJ3307 SLSDG (Vision)	0	0	-8	8
GRJ3303 Community Transport	16,851	5,696	2,976	2,720
SRJ3300 Comm Learning & Dev Mgt	56,486	18,599	17,849	750
Sport & Leisure	1,786,114	600,394	553,793	46,602
GRJ3100 Islesburgh Cafeteria	21,581	-2,024	3,216	(5,240)
GRJ3101 Islesburgh	699,596	283,611	259,708	23,903
GRJ3102 Bridge-End Outdoor Centre	5,000	5,000	5,000	0
GRJ3103 Unst Youth Centre	5,000	0	0	0
GRJ3104 Fetlar Camp Site	5,640	2,225	2,088	137
GRJ3105 2 St Sunniva Street	12,157	5,529	4,214	1,315
GRJ3107 Parks General	271,688	107,181	104,682	2,499
GRJ3108 Play Areas General	104,712	31,466	31,626	(160)
GRJ3109 Multicourts General	13,000	4,333	740	3,593
GRJ3120 Sports Development	58,653	14,878	18,284	(3,406)
GRJ3122 Outdoor Educ and Activities	74,144	31,783	27,773	4,010
GRJ3125 Active Schools	97,221	744	-15,047	15,791
GRJ3126 Active Futures	24,341	8,105	4,550	3,555
GRJ3127 Dance Mats	0	70	-2,017	2,087
GRJ3129 Cash back for Communities	-136	-3,432	-2,655	(777)
GRJ3130 Comm use of Sandwick Came Hall	14,792	6,275	4,798	1,477
GRJ3131 Comm Use of Scalwy Games Hall	15,296	8,839	8,859	(20)
GRJ3201 Grants to Vol Orgs General	75,085	24,350	24,350	0
GRJ3202 Development Grant Aid Scheme	76,980	25,660	32,679	(7,019)
GRJ3203 Support Grant Aid Scheme	111,509	18,585	6,747	11,838
GRJ3204 Pitches Other	29,131	7,283	11,437	(4,154)
GRJ3205 Maintain Community Facilities	10,000	0	3,024	(3,024)
SRJ3000 Sports & Leisure Svs Mgt	60,724	19,933	19,736	197
Train Shetland & Adult Learning	605,876	189,204	139,669	49,535
SRL6006 Short Course Management	103,552	34,329	35,238	(909)
GRL4121 Evening Classes	100,164	42,133	28,333	13,800
GRL4123 Adult Learning	156,601	51,915	45,780	6,135
GRL4125 Adult Literacy Strategic Plan	183,481	45,085	34,575	10,510
GRL6002 Vocational Service	234,096	76,635	75,751	884
GRL6003 Vocational Training	-130,148	-50,408	-69,091	18,683
GRL6006 Short Courses	-41,545	-14,640	-19,548	4,908
GRL6007 Business Gateway Contract	-500	42	5,601	(5,559)
GRL6008 Construction Skills Contract	175	4,113	3,031	1,082
Schools	39,370,864	13,375,799	13,469,206	(93,407)
GRE0006 Director, Central Support	1,259,661	252,570	234,024	18,546
GRE0102 Bursaries	190,000	26,000	22,047	3,953
GRE0103 Clothing Grants	20,900	6,967	7,955	(988)
GRE0104 School Boards Administration	32,046	10,681	4,974	5,707
GRE0107 School Milk	8,530	7,298	4,850	2,448
GRE0108 Educ Maint Allowance (EMA)	0	0	18,225	(18,225)
GRE1101 Schools, Aith Nursery	40,290	14,287	13,643	644
GRE1103 Schools, Baltasound NS	46,282	16,160	7,972	8,188
GRE1104 Schools, Bells Brae NS	133,447	47,845	49,216	(1,371)
GRE1105 Schools, Brae Nursery	78,580	27,713	27,242	471
GRE1106 Schools, Bressay Nursery	41,665	13,925	12,554	1,371
GRE1109 Schools, Cunningsb'h NS	48,625	16,134	19,842	(3,708)
GRE1110 Schools, Dunrossness NS	78,686	27,848	27,101	747
GRE1111 Schools, Fair Isle Nursery	9,658	3,253	4,371	(1,118)
GRE1112 Schools, Fetlar Nursery	555	207	2,187	(1,980)
GRE1113 Schools, Foula Nursery	12,160	4,107	2,635	1,472
GRE1117 Schools, Happyhansel NS	42,878	15,367	17,782	(2,415)
GRE1119 Lunnasting Nursery	30,156	10,052	9,852	200

GRE1120	Schools, Mid Yell Nursery	86,436	30,460	23,730	6,730
GRE1121	Schools, Mossbank NS	154,101	51,800	44,554	7,246
GRE1128	Schools, Sandwick NS	80,679	28,145	31,585	(3,440)
GRE1129	Schools, Scalloway NS	80,526	27,351	27,502	(151)
GRE1130	Schools, Skeld Nursery	38,786	13,680	12,580	1,100
GRE1131	Schools, Skerries Nursery	14,968	4,990	4,380	610
GRE1132	Schools, Sound Nursery	103,943	36,659	33,946	2,713
GRE1134	Schools, Whalsay NS	75,758	26,271	26,566	(295)
GRE1135	Schools, Urafirth Nursery	37,515	13,164	13,513	(349)
GRE1137	Schools,Whiteness Nursery	62,925	22,384	21,530	854
GRE1150	Schools, Nursery - General	72,511	24,077	22,097	1,980
GRE1151	School Services, Nursery Suppl	20,020	6,637	3,673	2,964
GRE1160	Div Man, Commissioned Places	253,320	63,830	48,160	15,670
GRE1201	Schools, Aith Primary	266,554	96,297	103,453	(7,156)
GRE1203	Schools, Baltasound PS	187,644	71,758	83,778	(12,020)
GRE1204	Schools, Bells Brae PS	1,279,896	459,202	478,212	(19,010)
GRE1205	Schools, Brae Primary	422,456	152,715	166,091	(13,376)
GRE1206	Schools, Bressay Primary	114,059	35,281	30,913	4,369
GRE1207	Schools, Burravoe Primary	97,519	32,864	31,302	1,562
GRE1208	Schools, Cullivoe Primary	140,888	45,942	42,792	3,150
GRE1209	Schools, Cunningsb'h PS	302,204	104,783	97,676	7,107
GRE1210	Schools, Dunrossness PS	564,714	200,434	211,168	(10,734)
GRE1211	Schools, Fair Isle Primary	109,467	33,492	33,301	191
GRE1212	Schools, Fetlar Primary	35,446	9,974	20,890	(10,916)
GRE1213	Schools, Foula Primary	111,182	48,533	40,939	7,594
GRE1214	Schools, Tingwall Primary	229,518	82,878	84,485	(1,607)
GRE1216	Schools, Hamnavoe PS	214,928	74,994	81,892	(6,898)
GRE1217	Schools, Happyhansel PS	254,689	99,813	92,128	7,685
GRE1219	Schools, Lunnasting PS	152,404	56,510	58,768	(2,258)
GRE1220	Schools, Mid Yell Primary	219,837	77,051	86,159	(9,108)
GRE1221	Schools, Mossbank PS	344,443	118,505	116,708	1,797
GRE1222	Schools, North Roe PS	84,152	28,931	29,715	(784)
GRE1223	Schools, Ollaberry Primary	110,699	43,630	45,179	(1,549)
GRE1224	Schools, Olnafirth Primary	136,108	44,943	45,799	(856)
GRE1225	Schools, Papa Stour PS	2,435	299	2,193	(1,894)
GRE1227	Schools, Sandness Primary	83,549	27,599	22,923	4,676
GRE1228	Schools, Sandwick Primary	308,054	114,058	118,945	(4,887)
GRE1229	Schools, Scalloway PS	345,463	130,783	110,265	20,518
GRE1230	Schools, Skeld Primary	157,524	56,498	58,783	(2,285)
GRE1231	Schools, Skerries Primary	86,584	28,949	32,223	(3,274)
GRE1232	Schools, Sound Primary	1,154,172	415,481	417,530	(2,049)
GRE1233	Schools, Nesting PS	153,547	57,547	61,779	(4,232)
GRE1234	Schools, Whalsay PS	463,446	175,587	183,809	(8,222)
GRE1235	Schools, Urafirth Primary	100,873	37,001	42,155	(5,154)
GRE1236	Schools, Uyeasound PS	100,790	32,256	34,782	(2,526)
GRE1237	Schools, Whiteness PS	346,125	123,775	133,125	(9,350)
GRE1251	School Services, Primary Suppl	198,670	41,676	56,667	(14,991)
GRE1301	Schools, Aith Secondary	793,729	272,891	275,063	(2,172)
GRE1302	Schools, Anderson HS	4,624,531	1,720,603	1,724,336	(3,733)
GRE1303	Schools, Baltasound SS	600,396	205,985	228,090	(22,105)
GRE1305	Schools, Brae Secondary	1,969,552	680,929	711,288	(30,359)
GRE1320	Schools, Mid Yell SS	665,968	223,224	228,955	(5,731)
GRE1328	Schools, Sandwick SS	1,281,127	461,952	474,506	(12,554)
GRE1329	Schools, Scalloway SS	1,189,866	412,728	434,995	(22,267)
GRE1331	Schools, Skerries SS	84,145	26,895	29,566	(2,671)
GRE1334	Schools, Whalsay SS	748,662	262,930	259,323	3,607
GRE1340	Work Experience	32,640	10,860	10,167	693
GRE1351	School Service, Sec Supply	100,527	21,382	38,863	(17,481)
GRE1360	School Service, Halls of Resid	605,633	203,991	210,224	(6,233)
GRE1401	Visiting Music Specialists	232,211	74,544	66,296	8,248
GRE1402	Visiting Art Specialists	225,014	73,536	72,350	1,186
GRE1403	Visiting PE Specialists	335,571	102,250	102,396	(146)
GRE1404	Knitting Instructors	128,365	42,695	42,712	(17)
GRE1405	Other Visiting Staff	81,710	27,172	29,310	(2,138)
GRE1407	Probationer Teachers	7,840	3,940	2,138	1,802
GRE1410	Science Technicians	211,360	73,416	69,887	3,529
GRE1412	Staff Development	74,482	24,770	21,570	3,200
GRE1417	Field Studies	41,578	13,834	14,159	(325)
GRE1418	Music Instructors	540,299	180,100	186,394	(6,294)
GRE1419	SVQ'S	36,000	12,000	22,730	(10,730)
GRE1422	Skills for Work	30,095	5,334	3,657	1,677
GRE1433	Support for Glow	0	0	222	(222)
GRE1436	Youth Music Initiative	36,709	12,372	38,536	(26,164)
GRE1441	Enterprise & Education	2,450	44,114	40,195	3,919
GRE1444	International Education	113,881	37,885	34,115	3,770
GRE1457	Support for Teachers	22,990	6,662	28,262	(21,600)
GRE1460	Ness Out of School Club	27,700	9,232	10,816	(1,584)
GRE1500	Improvement Plans	15,000	4,333	733	3,600
GRE1501	MIS Support	84,301	42,848	39,342	3,506
GRE1506	In - Service	9,000	0	326	(326)
GRE1508	P.G.D.E	0	-1,222	-1,534	312
GRE1510	Science & Technology Fair	5,000	-5,000	-9,742	4,742
GRE1513	NPAF Curriculum for Excellence	81,600	8,721	5,643	3,078
GRE1518	Olnafirth Art	8,405	2,802	8,543	(5,741)
GRE1520	Cultural Co-ordinator	83,592	27,832	2,584	25,248
GRE1522	Blueprint Consultation	100,099	33,367	43,859	(10,492)
GRE1523	Dialect Co-Ordinator	5,000	2,552	4,235	(1,683)
GRE1601	Playschemes	10,100	4,580	3,694	886
GRE1602	Youth Workers	507,082	161,374	157,013	4,361
GRE1603	Duke of Edinburgh	2,815	981	88	893
GRE1604	Islesburgh Youth Club	3,740	1,247	-816	2,063

GRE1605	Youth Development	24,037	7,942	6,868	1,074
GRE1606	Bridges Project	192,772	62,699	77,306	(14,607)
GRE1607	Wider Roles	0	0	910	(910)
GRE1608	Sadat-Youth Work	0	0	-12,000	12,000
GRE3450	Special Education - General	626,769	217,145	188,736	28,409
GRE3451	Special Supply Cover	58,031	19,247	10,863	8,384
GRE3462	Additional Support Base	291,137	86,723	86,669	54
GRE3463	Club XL	140	140	138	2
GRE3470	Support for Learning	2,434,415	776,484	778,118	(1,634)
GRE3471	AHS ASN	908,817	303,962	306,725	(2,763)
GRE3473	Bells Brae ASN	904,263	305,038	307,376	(2,338)
GRE3500	Link Courses	2,000	500	273	227
GRE4410	Library	1,054,225	382,354	403,776	(21,422)
SRE0001	Head of Schools	89,562	29,620	31,343	(1,723)
SRE1600	Youth Service Manager	56,456	18,777	13,827	4,950
SRE6900	Quality Assurance	610,070	201,558	203,035	(1,477)
SRE6901	Administration Educ	110,620	36,796	48,697	(11,901)
SRE6902	Catering Support	282,263	77,571	67,158	10,413
SRE6903	Cleaning Support	43,607	14,350	10,823	3,527
SRE9301	DSMO - Aith Cluster	32,717	10,875	10,463	412
SRE9303	DSMO - North Isles Cluster	32,887	10,915	10,888	27
SRE9305	DSMO - Brae Cluster	35,903	11,938	11,670	268
SRE9328	DSMO - Sandwick Cluster	36,769	12,231	11,979	252
SRE9329	DSMO - Scalloway Cluster	36,473	12,126	11,888	238
SRE9332	DSMO-Sound	35,439	11,782	11,675	107
SRE9334	DSMO - Whalsay Cluster	38,198	12,704	14,404	(1,700)
VRE4001	Aith School Catering	95,317	31,720	30,086	1,634
VRE4002	AHS Catering	368,743	122,800	111,339	11,461
VRE4003	Baltasound School Catering	57,322	19,066	17,062	2,004
VRE4004	Bells Brae School Catering	161,099	53,628	53,236	392
VRE4005	Brae School Catering	196,201	65,313	67,304	(1,991)
VRE4006	Bressay School Catering	19,499	6,483	6,760	(277)
VRE4007	Burravoe School Catering	15,230	5,062	4,499	563
VRE4008	Cullivoe School Catering	9,380	3,118	2,814	304
VRE4009	Cunningsburgh School Catering	45,655	15,188	18,436	(3,248)
VRE4010	Dunrossness School Catering	83,059	27,636	26,990	646
VRE4011	Fair Isle School Catering	12,838	4,266	3,809	457
VRE4012	Fetlar School Catering	3,366	1,112	2,676	(1,564)
VRE4013	Foula School Catering	0	0	0	0
VRE4014	Tingwall School Catering	45,792	15,238	14,214	1,024
VRE4016	Hamnavoe School Catering	38,956	12,959	12,628	331
VRE4017	Happyhansel School Catering	41,504	13,809	13,207	602
VRE4019	Lunnasting School Catering	19,702	6,552	5,816	736
VRE4020	Mid Yell School Catering	83,260	27,717	25,061	2,656
VRE4021	Mossbank School Catering	44,198	14,702	14,371	331
VRE4022	North Roe School Catering	12,250	4,069	2,192	1,877
VRE4023	Ollaberry School Catering	19,289	6,414	6,689	(275)
VRE4024	Olafirth School Catering	26,851	8,935	7,405	1,530
VRE4027	Sandness School Catering	8,099	2,689	2,405	284
VRE4028	Sandwick School Catering	156,227	52,007	50,147	1,860
VRE4029	Scalloway School Catering	123,339	41,051	39,085	1,966
VRE4030	Skeld School Catering	18,137	6,031	5,244	787
VRE4031	Skerries School Catering	15,477	5,145	4,078	1,067
VRE4032	Sound School Catering	153,824	51,211	49,951	1,260
VRE4033	Nesting School Catering	20,499	6,818	5,917	901
VRE4034	Whalsay School Catering	104,007	34,617	33,341	1,276
VRE4035	Urafirth School Catering	15,693	5,214	4,176	1,038
VRE4036	Uyeasound School Catering	3,052	1,017	649	368
VRE4037	Whiteness School Catering	57,612	19,170	18,191	979
VRE5001	Aith Sch Cleaning	52,363	17,410	13,977	3,433
VRE5002	AHS Cleaning	252,307	83,936	74,377	9,559
VRE5003	Baltasound School Cleaning	42,088	13,963	12,384	1,579
VRE5004	Bells Brae School Cleaning	63,618	21,158	18,499	2,659
VRE5005	Brae School Cleaning	108,017	35,922	35,682	240
VRE5006	Bressay School Cleaning	16,245	5,399	4,763	636
VRE5007	Burravoe School Cleaning	5,971	1,980	1,704	276
VRE5008	Cullivoe School Cleaning	6,079	2,017	1,645	372
VRE5009	Cunningsburgh School Cleaning	21,405	7,114	7,339	(225)
VRE5010	Dunrossness School Cleaning	28,269	9,395	10,743	(1,348)
VRE5011	Fair Isle Cleaning	5,832	1,934	1,853	81
VRE5012	Fetlar School Cleaning	1,741	571	900	(329)
VRE5013	Foula School Cleaning	5,524	1,842	869	973
VRE5014	Tingwall School Cleaning	12,338	4,085	3,798	287
VRE5016	Hamnavoe School Cleaning	32,126	10,685	8,591	2,094
VRE5017	Happyhansel School Cleaning	33,216	11,072	10,724	348
VRE5019	Lunnasting School Cleaning	11,309	3,759	3,418	341
VRE5020	Mid Yell School Cleaning	29,094	9,671	9,083	588
VRE5021	Mossbank School Cleaning	25,291	8,375	7,458	917
VRE5022	North Roe School Cleaning	10,121	3,362	2,958	404
VRE5023	Ollaberry School Cleaning	13,641	4,526	4,239	287
VRE5024	Olafirth Cleaning	11,068	3,676	3,482	194
VRE5027	Sandness School Cleaning	7,756	2,575	2,240	335
VRE5028	Sandwick School Cleaning	92,394	30,728	25,631	5,097
VRE5029	Scalloway School Cleaning	84,695	28,169	26,459	1,710
VRE5030	Skeld School Cleaning	12,195	4,053	4,373	(320)
VRE5031	Skerries School Cleaning	6,497	2,156	2,345	(189)
VRE5032	Sound School Cleaning	38,087	12,660	12,882	(222)
VRE5033	Nesting School Cleaning	9,068	3,008	2,557	451
VRE5034	Whalsay School Cleaning	47,317	15,730	14,434	1,296
VRE5035	Urafirth School Cleaning	7,794	2,587	2,511	76
VRE5036	Uyeasound School Cleaning	8,336	2,767	2,513	254
VRE5037	Whiteness School Cleaning	20,750	6,893	6,127	766
VRE6001	Office Cleaning	334,139	111,015	101,396	9,619

VRE6002	Public Conveniences	104,715	34,830	31,959	2,871
Community Care		23,356,416	9,137,602	8,534,483	603,119
GRA0010	Direct Payments	335,000	111,667	112,525	(858)
GRA0014	Community Care Income	-6,020,409	-533,006	-426,035	(106,971)
GRA0016	W & J Daycare Grant	183,733	91,866	91,866	0
GRA0017	Independant Sector Placements	801,080	200,279	158,008	42,271
GRA0019	Commissioned Services	379,500	208,704	222,369	(13,665)
GRA0020	Drugs & Alcohol Services	409,425	134,000	134,000	0
GRA0500	Carers Information Strategy	-18,000	-6,000	0	(6,000)
GRA0601	BLG Fabric	5,000	3,333	0	3,333
GRA4100	Community Care Social Work	530,184	172,932	160,704	12,228
GRA4110	Health Service Social Worker	40,625	13,422	13,156	266
GRA4120	Mental Health Officers	100,074	28,774	14,821	13,953
GRA4130	Dementia Care Manager	50,223	17,865	18,014	(149)
GRA4160	Adult Support & Protection	4,913	24,751	25,786	(1,035)
GRA4161	Substance Misuse	0	-6,979	687	(7,666)
GRA4200	Preventative Services	2,625	875	2,524	(1,649)
GRA4500	Top Up Substance Misuse	54,500	13,917	20,484	(6,567)
GRA4600	Crossroads Packages	110,364	44,499	34,607	9,892
GRA5100	Eric Gray Resource Centre	985,757	323,959	308,900	15,059
GRA5200	ILP - Project Manager	647,335	215,310	120,074	95,236
GRA5210	ILP - Central	1,561,908	519,501	517,254	2,247
GRA5215	ILP - Rudda Park	7,303	2,683	3,320	(637)
GRA5216	ILP-Transition Flat	2,768	922	-124	1,046
GRA5218	ILP-Arheim	4,728	2,077	2,212	(135)
GRA5220	Stocketgaet	239,207	127,452	119,751	7,701
GRA5240	Local Area Co-Ordinator	6,734	2,245	1,285	960
GRA5250	Annabrae/Mental Health Comm	702,602	232,848	182,261	50,587
GRA5251	Off-Island Placements	247,555	86,852	120,142	(33,290)
GRA5400	Occupational Therapy	527,803	191,260	185,448	5,812
GRA5401	Telecare	23,001	49,334	38,353	10,981
GRA5600	Banksbroo	376,326	166,775	159,412	7,363
GRA5620	Newcraigielea	911,363	303,706	203,952	99,754
GRA5621	Sea View	479,530	161,122	122,764	38,358
GRA5622	Intensive Sup Services	444,795	148,167	138,271	9,896
GRA5623	Outreach Project	120,000	30,000	0	30,000
GRA6100	Taing House	1,867,528	624,293	607,553	16,740
GRA6110	Viewforth	1,937,848	647,864	662,799	(14,935)
GRA6120	Edward Thomson House	2,790,276	900,799	861,177	39,622
GRA6130	Handypersons	0	0	25,359	(25,359)
GRA6141	Care @ Home-Central	184,163	58,871	73,988	(15,117)
GRA6143	Kantersted Kitchen	171,522	57,046	49,673	7,373
GRA6170	Montfield	1,290,818	186,110	80,284	105,826
GRA6300	Freefield	94,536	19,573	19,128	445
GRA6400	Miscellaneous Properties	5,326	3,660	3,006	654
GRA6420	Interments	800	267	0	267
GRA6900	White/Grey Goods	5,000	1,667	0	1,667
GRA8050	Care@ Home Mgt & Admin	118,962	39,511	46,803	(7,292)
GRA8100	North Haven	1,762,234	590,060	535,998	54,062
GRA8110	Overtonlea	1,921,570	627,311	624,804	2,507
GRA8120	Wastview	1,510,850	509,364	467,609	41,755
GRA8130	Fernlea	1,018,477	330,314	318,240	12,074
GRA8140	Isleshavn	1,093,843	364,724	353,941	10,783
GRA8150	Nordalea	981,927	329,453	398,593	(69,140)
GRA8154	Brucehall	218,874	72,959	5,507	67,452
SRA0000	Head of Community Care	341,025	113,204	104,579	8,625
SRA1000	Community Care Service Managrs	118,036	39,174	43,348	(4,174)
SRA4000	Service Manager Social Work	96,936	32,146	32,552	(406)
SRA4101	Training Community Care	170,215	56,545	38,197	18,348
SRA4102	Training Vocational	51,071	16,939	15,888	1,051
SRA4103	Training Child Protection	19,712	6,500	3,006	3,494
SRA4104	Training Child Residential	31,406	10,334	4,205	6,129
SRA4105	Training Adoption	5,000	1,667	-1,741	3,408
SRA4107	Training SVQ	474,690	141,384	112,689	28,696
SRA4108	Social Work Degree	58,528	19,397	-5,779	25,176
SRA4109	Training Food Hygiene	16,145	5,306	3,872	1,434
SRA4111	Training Manual handling	42,150	13,936	9,109	4,827
SRA4112	Training	124,335	41,314	38,490	2,824
SRA4113	Trng Adult Sup Protection	19,929	7,310	4,072	3,238
SRA5000	Adult Services Manager	65,234	21,614	18,907	2,707
SRA6000	Older People Manager	117,074	38,888	41,693	(2,805)
SRA6001	Traineeship Scheme	309,803	102,101	110,557	(8,456)
SRA8000	Service Manager Rural Care	63,021	20,885	19,588	1,297
Children's Services		6,522,305	2,195,333	1,866,572	328,761
GRG1002	Quarff Additional Supp Needs	8,867	2,569	1,433	1,136
GRG1004	Blydehaven Nursery	59,805	17,645	9,437	8,208
GRG2001	Short Break Service	1,314,850	439,020	368,646	70,374
GRG2002	Residential Child Care	1,062,584	364,192	272,790	91,402
GRG2005	Child Off Island Accom	536,885	178,962	241,341	(62,379)
GRG2006	Adoption	62,179	20,726	19,681	1,045
GRG2007	Professional Foster Care	42,452	14,151	12,995	1,156
GRG2008	Section 29	12,960	4,320	1,366	2,954
GRG2009	Fostering	554,201	184,403	150,680	33,723
GRG2010	Shared Care	10,927	3,642	3,056	586
GRG2014	Children's Serv Improv Officer	104,124	34,671	34,307	364
GRG2015	Looked After Child-Savings	31,140	0	49	(49)
GRG3001	Family Support	649,544	216,835	166,262	50,573
GRG4001	Psychological Services	347,383	115,683	84,860	30,823
GRG4002	Sensory Impairment	254,204	84,493	79,158	5,335
GRG5001	Child Rights Services	42,419	28,064	20,886	7,178

GRG5002	Old School Centre Firth	0	0	224	(224)
GRG5004	Youth Workers	0	0	1,080	(1,080)
GRG5007	Getting itRight for EveryChild	118,158	39,316	24,653	14,663
GRG6002	Child Care Strategy	206,795	68,834	58,589	10,245
GRG6004	Family Centre Services	462,139	157,931	133,558	24,373
GRG6005	Changing Childrens Services	69,202	29,802	15,234	14,568
GRG6006	Preventative Services	43,284	14,427	8,999	5,428
GRG6008	Out of School Care	170,469	56,693	35,277	21,416
GRG7001	Youth Crime	35,999	11,959	10,507	1,452
SRG0000	Head of Children's Svs	147,135	48,965	51,559	(2,594)
SRG2000	Children's Res Svs Manager	61,461	20,423	19,478	945
SRG3000	Child Protection Co-ordinator	52,930	17,604	19,830	(2,226)
SRG6000	Family Support Manager	60,209	20,003	20,639	(636)
Criminal Justice		22,824	7,404	4,634	2,770
GRI0001	Offender Services	22,824	7,404	4,634	2,770
Housing		2,327,788	767,432	598,359	169,073
GRH0050	Grass Cutting Service	53,060	17,687	16,455	1,232
GRH1078	Chalet/Sites	-27,079	-9,026	-7,536	(1,490)
GRH1082	Staff Housing	-21,875	1,867	-2,544	4,411
GRH1084	Education Houses Hsg	-48,479	-9,637	-13,302	3,665
GRH1086	NASSO	17,375	5,792	158	5,634
GRH1100	Stocketgaet/Gremmasgaet	0	-9,373	-8,446	(927)
GRH1170	Homeless Persons	-8,665	21,895	-1,774	23,669
GRH1175	12 A/B North Road	-7,457	-2,486	-3,952	1,466
GRH1270	Sheltered Housing	537,699	197,735	160,049	37,686
GRH1271	Banksbro	0	-2,033	-1,613	(420)
GRH2074	Economic Rents	-20,785	-13,101	-12,307	(794)
GRH2094	Supporting People	42,580	22,137	22,137	0
GRH2098	Outreach Service	362,641	120,821	109,657	11,164
GRH4274	Rent Rebates	-35,130	-77,339	-78,759	1,420
GRH4275	Rent Allowances	-35,130	1,852	-3,904	5,756
SRH0000	Head of Housing	84,708	28,175	28,600	(425)
SRH1000	Operational Services	474,144	157,632	119,065	38,568
SRH2000	Business Support Services	422,744	137,008	111,225	25,783
SRH3200	Asset Management	405,958	134,156	107,005	27,151
SRH3300	Housing DLO Management	131,479	43,670	58,145	(14,475)

TOTAL EDUCATION AND SOCIAL CARE

77,119,718	27,538,629	26,421,218	1,117,411
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(need to match up totals)

INFRASTRUCTURE SERVICES Mgt A/c's 2010/11 - DETAIL - PERIOD 4

1st April 2010 to 31st July 2010

Description	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance Including Savings (Adv)/Fav
	£	£	£	£
Directorate	814,167	270,058	236,707	33,351
SRY0000 Infrastructure Directorate	207,111	69,335	67,597	1,738
SRY0001 Infrastructure-Recruitment Exp	60,500	20,167	13,710	6,457
SRY0400 Infrastructure Administration	546,556	180,556	155,400	25,156
Environment & Building Services	7,263,896	2,532,642	2,342,131	190,511
GRY5101 Landfill Disposal Site	6,711	148,584	172,475	(23,891)
GRY5102 Waste to Energy Plant	821,424	480,691	448,355	32,336
GRY5103 Anti-Litter	6,112	2,037	0	2,037
GRY5104 Material Recycling Facility	0	0	10,330	(10,330)
GRY5113 Burial Ground Operations	434,976	153,385	129,672	23,713
GRY5129 Waste Prevention	177,280	58,824	40,327	18,497
GRY5131 Kerb Scheme	112,366	37,418	22,598	14,820
GRY5133 Glass Re-use	62,636	20,847	15,534	5,313
GRY5137 Zero Waste Fund Redetermination	50,000	16,667	0	16,667
GRY5140 Environmental Management	12,335	4,112	10	4,102
GRY5201 Public Toilets	186,224	79,402	64,089	15,313
GRY5211 Street Cleansing General	439,383	145,523	128,923	16,600
GRY5221 Refuse Collection General	838,868	194,536	216,197	(21,661)
GRY5223 Refuse Collection Outer Isle	40,897	13,633	6,225	7,408
GRY5224 Skip Contract	-42,933	17,339	19,939	(2,600)
GRY5225 Com Council Skip Contract	110,381	36,758	37,857	(1,099)
GRY5229 Grounds Maintenance	201,062	63,551	63,203	348
GRY5301 Metrology	42,764	11,804	16,450	(4,646)
GRY5401 Environmental Protection	-6,348	-2,116	-6,418	4,302
GRY5403 Housing	172	58	32	26
GRY5404 Pest Control	8,848	2,986	1,551	1,435
GRY5407 Animal Health	965	321	939	(618)
GRY5408 Food Hygiene	-10,276	-3,425	-452	(2,973)
GRY5414 Hsng Multiple Occ Project	0	0	57	(57)
GRY5415 Private Sector Housing Grants	1,473,059	215,940	215,938	2
GRY5423 Landlord Registration	-344	-114	-1,031	917
GRY5424 A.S.B/N.S.W	214,019	118,245	108,850	9,395
GRY5425 Shellfish Monitoring	0	21,274	21,274	(0)
GRY5427 Private Water Supplies Grants	0	0	-3,067	3,067
SRY5500 Building Service Manager	69,775	23,193	22,880	313
SRY5501 Tech/Man Supp-Building Service	299,392	102,497	128,227	(25,730)
SRY5502 Social Care-Testing & Fees	80,360	26,787	19,253	7,534
SRY5503 Education-Testing & Fees	320,399	106,800	70,983	35,817
SRY5504 Offices-Testing & Fees	95,187	31,835	13,010	18,825
SRY5505 Asbestos Management	55,073	18,358	2,394	15,964
SRY5506 Safety Surfacing	35,355	11,785	5	11,780
SRY5507 Rural Care Homes Testing&Fees	93,372	31,124	26,252	4,872
SRY5000 Head of Environment	98,505	32,689	29,891	2,798
SRY5300 Trading Standard Service	201,575	64,802	61,413	3,389
SRY5400 Environmental Health	449,658	149,091	138,942	10,149
SRY5402 Licensing Standards Officer	16,073	5,315	10,431	(5,116)
SRY5100 Waste Services	118,675	39,705	40,687	(982)
SRY5200 Cleansing Services	149,916	50,381	47,905	2,476
Roads	6,975,071	2,484,998	2,506,743	(21,745)
GRY6501 Grass Cutting/Weed Control	43,599	14,533	25,924	(11,391)
GRY6511 Drainage Maintenance	291,835	92,841	97,920	(5,079)
GRY6521 Traffic Signs	71,910	17,978	32,474	(14,496)
GRY6531 Road Markings & Cats Eyes	227,701	91,214	92,101	(887)
GRY6541 Roads Sweeping	60,749	20,250	21,720	(1,470)
GRY6551 St Lighting-Maintenance&Energy	325,649	95,394	79,301	16,093
GRY6552 Christmas Lighting/Trees	13,850	500	0	500
GRY6601 Localised Reconstruction	399,523	270,165	270,164	1
GRY6605 Patching	350,017	348,317	395,015	(46,698)
GRY6611 Resurfacing	1,088,714	393,714	393,714	0
GRY6615 Footpath Maintenance	125,021	41,674	17,323	24,351
GRY6625 Surface Treatments	548,370	377,264	372,154	5,110
GRY6635 Drainage Improvements	136,201	0	0	0
GRY6645 Verge Maintenance	123,971	28,250	28,250	0
GRY6655 Crash Barriers & Railings	43,373	11,287	-1,196	12,483
GRY6665 Minor Improvements	42,028	14,009	804	13,205
GRY6675 Streetlighting (Renewals)	42,796	14,265	8,649	5,616
GRY6681 Sea Defences	19,164	12,776	987	11,789
GRY6685 Structures (Ret Walls)	18,762	12,508	1,784	10,724
GRY6691 Structures(Bridges & Culverts)	54,479	30,747	45,973	(15,226)
GRY6692 Cattlegrids	98,430	24,650	4,256	20,394
GRY6695 Structural Maintenance General	14,803	14,803	12,525	2,278
GRY6721 Winter Service	1,292,513	34,231	41,295	(7,064)
GRY6701 Road Authority Functions	6,877	1,625	46,201	(44,576)
GRY6711 Surveys & Inspections	48,964	19,015	33,023	(14,008)

GRY6731	NRSA Functions	563	184	-153	337
GRY6741	Road Safety	2,040	680	411	269
GRY6761	Roads Asset Management	56,800	40,133	207	39,926
SRV6000	Head of Roads	177,527	58,268	60,223	(1,955)
SRV6300	Maintenance	407,065	135,374	143,499	(8,125)
SRV6100	Roads Network	471,691	156,468	160,148	(3,680)
SRV6200	Roads Design	281,366	83,156	97,634	(14,478)
SRV6400	Laboratory	88,720	28,725	24,413	4,312
Transport		15,174,781	4,812,506	5,117,653	(305,147)
GRY7701	Foula Ferry Contract	506,381	167,567	164,407	3,160
GRY7201	Air Services General	730,273	169,868	203,816	(33,948)
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	0	0	0
GRY7207	Tingwall Airstrip	177,823	61,156	48,279	12,877
GRY7208	Scatsta Airstrip	-31,964	17,776	15,742	2,034
GRY7209	Baltasound Airstrip	21,489	7,300	11,504	(4,204)
GRY7231	Bus Services General	7,565	2,523	6,766	(4,243)
GRY7232	Bus Services Whalsay	2,249	530	19,468	(18,938)
GRY7233	Lerwick Bus Station	46,248	20,746	34,973	(14,227)
GRY7234	Bus Shelters	2,070	4,270	4,706	(436)
GRY7235	Belmont - Saxa Vord	45,123	11,281	12,375	(1,094)
GRY7236	Lerwick Town Bus	46,819	11,705	12,136	(431)
GRY7237	Lerwick Hillswick	146,065	36,516	35,909	607
GRY7238	Lerwick - Laxo	54,876	13,719	25,358	(11,639)
GRY7239	Lerwick - Mossbank	139,500	34,875	37,768	(2,893)
GRY7241	Lk - Scalloway - Burra	65,608	16,402	22,798	(6,396)
GRY7242	Lerwick - Sumburgh	118,158	29,539	42,647	(13,108)
GRY7244	Westside Mainline	74,986	60,172	91,476	(31,304)
GRY7245	Ulsta-Gutcher-Cullivoe	84,857	20,607	23,048	(2,441)
GRY7246	Ulsta - M Yell - W Sandwick	30,121	7,531	10,568	(3,037)
GRY7247	Westside Feeders	91,845	23,580	15,397	8,183
GRY7248	Concessionary Fares	1,500	375	281	94
GRY7249	NPP Rural Transport Solutions	0	0	1,468	(1,468)
GRY7221	Taxi Licensing	-6,528	1,146	15,385	(14,239)
GRY7251	Other Tport Vehicle R & M	1,617	539	539	0
GRY7252	School Transport	1,591,442	461,614	462,787	(1,173)
GRY7253	Sp Needs School Transport	257,351	72,392	114,979	(42,587)
GRY7254	Social Work Transport	128,064	34,349	36,583	(2,234)
GRY7255	Rural Transport	248,740	62,185	77,233	(15,048)
GRY7258	Education/SRTTransport	29,993	9,998	5,930	4,069
GRY7601	Bressay Service	470,516	156,708	171,400	(14,692)
GRY7602	Fair Isle Service	158,020	52,572	46,248	6,324
GRY7603	Fetlar Service	258,139	83,504	88,883	(5,379)
GRY7605	Papa Stour Service	181,457	60,361	54,613	5,748
GRY7606	Skerries Service	454,155	147,114	132,705	14,409
GRY7607	Unst Service	768,832	249,227	217,601	31,626
GRY7608	Whalsay service	1,299,644	416,772	388,521	28,251
GRY7609	Yell Service	1,233,963	393,789	351,476	42,313
GRY7610	Community Runs	33,500	3,722	12,369	(8,647)
GRY7502	STP Admin Costs	28,335	9,330	958	8,372
VRV7295	Fleet Management Unit	3,172	92,237	100,085	(7,848)
VRV7296	FMU Fuel	-28,376	-6,967	-2,845	(4,122)
VRV7297	FMU-Vehicle Hire	9,302	3,701	8,287	(4,586)
VRV7620	Lerwick Terminal	17,654	7,129	4,026	3,103
VRV7621	Bressay Terminal	21,481	6,161	2,844	3,317
VRV7622	Gutness Terminal	9,098	2,391	1,551	840
VRV7623	Fair Isle Terminal	21,693	6,293	2,911	3,382
VRV7624	Hamarsness Terminal	36,143	10,898	7,075	3,823
VRV7627	West Burrafirth Terminal	24,858	7,886	2,611	5,275
VRV7628	Papa Stour Terminal	26,743	8,352	1,284	7,068
VRV7629	Skerries Terminal	22,228	6,710	1,224	5,486
VRV7630	Gutcher Terminal	25,863	7,403	166	7,237
VRV7631	Belmont Terminal	21,705	6,478	2,618	3,860
VRV7632	Laxo Terminal	11,366	3,070	24,634	(21,564)
VRV7633	Symbister Terminal	32,534	9,125	4,117	5,008
VRV7634	Vidlin Terminal	25,210	7,721	2,255	5,466
VRV7635	Toft Terminal	48,479	14,567	123,985	(109,418)
VRV7636	Ulsta Terminal	42,273	12,149	8,178	3,971
VRV7661	MV Bigga	348,156	59,593	76,486	(16,893)
VRV7662	MV Snolda	119,075	11,394	16,473	(5,079)
VRV7663	MV Fivla	222,255	37,775	39,967	(2,192)
VRV7665	MV Geira	242,300	37,995	42,611	(4,616)
VRV7666	MV Good Shepherd	78,250	11,952	16,330	(4,378)
VRV7668	MV Hendra	288,467	46,959	49,960	(3,001)
VRV7670	MV Leirna	242,343	134,105	127,160	6,945
VRV7672	MV Thora	120,802	11,709	7,489	4,220
VRV7673	Linga	513,918	131,937	187,193	(55,256)
VRV7675	Filla	362,001	74,996	202,672	(127,676)
VRV7676	MV Daggri	589,123	286,768	267,579	19,189
VRV7677	MV Dagalien	583,834	299,020	268,720	30,300
VRV7690	Sellaness Store	37,686	11,632	5,610	6,022
VRV7695	Ferries Engineering Service	383,317	126,630	109,299	17,331
SRV7000	Head of Transport	89,759	30,466	28,560	1,906
SRV7200	Transport Planning & Support	143,844	47,642	67,387	(19,745)

SRV7210	Air Bus & Fleet	61,924	20,642	23,367	(2,725)
SRV7600	Ferry Operations Manager	766,133	255,479	240,898	14,581
SRV7610	Ferry Service-Cadets	73,640	24,546	12,802	11,744
Planning		2,083,891	645,424	564,048	81,376
GRV8002	Marine Devt Works Licences	0	0	-459	459
GRV8003	Local Review Body	0	0	10,000	(10,000)
GRV8101	Building Control	-237,450	-79,150	-81,826	2,676
GRV8201	Planning Control	-186,150	-62,050	-79,086	17,036
GRV8304	Access Paths Improvements	47,877	15,737	3,353	12,384
GRV8305	Town Centre Regeneration	344,970	61,150	27,195	33,955
GRV8402	Energy Conservation	17,074	5,692	2,010	3,682
GRV8404	KIMO International	-32,975	-11,109	0	(11,109)
GRV8409	Map Extract Service	-120	-40	-836	796
GRV8410	FFL Scotland	-6,975	-2,325	0	(2,325)
GRV8411	Ranger Service	43,751	21,876	65,175	(43,299)
SRV8000	Head of Planning	156,035	51,844	30,967	20,877
SRV8100	Building Standards	338,017	112,086	87,177	24,909
SRV8500	Marine Development	151,310	50,438	46,959	3,480
SRV8200	Development Management	459,493	152,848	154,015	(1,167)
SRV8300	Development Plans	406,142	134,653	118,431	16,222
SRV8400	Heritage	468,828	155,754	144,253	11,501
SRV8401	GIS Technical Design & mapping	114,064	38,020	36,721	1,299
TOTAL INFRASTRUCTURE		32,311,806	10,745,628	10,767,284	(21,656)

Description	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance Including Savings (Adv)/Fav	Savings To be Achieved	Year to Date Variance Excluding Savings (Adv)/Fav
	£	£	£	£	£	£
Executive Management	827,333	251,677	321,759	(70,082)	(87,000)	16,918
GRX0097 Corporate Management	262,850	93,667	93,667	0		0
GRX0300 Community Safety Officers	35,100	11,674	9,990	1,684		1,684
GRX0301 CSP Awards Programme	29,000	9,666	7,418	2,248		2,248
GRX0302 Domestic Abuse Funding	16,446	7,529	1,737	5,792		5,792
SRX0000 Chief Executive Management	354,559	146,782	132,471	14,311		14,311
SRX0150 Chief Executive's Office	100,175	-27,356	65,762	(93,118)	(87,000)	(6,118)
SRX0202 Messenger Service	29,203	9,715	10,715	(1,000)		(1,000)
Capital Programme Service	223,705	(596,376)	300,949	(897,325)	(1,000,000)	102,675
SRK0000 Head of Capital Programming	74,627	24,875	23,195	1,680		1,680
SRK1000 Capital Projects Unit	1,008,700	331,954	253,314	78,640		78,640
SRK2000 Central Procurement	-859,622	-953,205	24,440	(977,645)	(1,000,000)	22,355
Council Members	636,330	167,708	210,627	(42,919)	0	(42,919)
GRX0161 Executive Office, Civic Ents	41,494	13,831	16,504	(2,673)		(2,673)
SRX0160 Council Members	594,836	153,877	194,124	(40,247)		(40,247)
Organisational Development	3,468,853	1,171,459	1,100,321	71,138	(100,000)	171,138
GRX4015 Tamil Nadu Skills Exchange	12,138	1,333	0	1,333		1,333
GRX4016 Tamil Nadu Economic Developmnt	10,000	3,333	436	2,897		2,897
GRX4018 Fairer Scotland Fund	449,000	145,493	143,267	2,226		2,226
GRX4019 Tamil Nadu School Exchange	10,000	1,760	0	1,760		1,760
GRX4110 Moving-On Project	35,861	11,940	9,913	2,027		2,027
GRX4111 Childcare Voucher Scheme MGT F	10,000	3,333	2,597	736		736
SRX4000 Organisational Development	184,454	17,415	106,605	(89,190)	(100,000)	10,810
SRX4001 Corporate Communications	10,000	3,334	0	3,334		3,334
SRX4002 Community Planning Support	10,000	3,334	0	3,334		3,334
SRX4100 Personnel PPP/A&S/S&T	484,210	172,335	181,703	(9,368)		(9,368)
SRX4101 Job Evaluation	206,982	68,185	73,915	(5,730)		(5,730)
SRX4102 Staff Welfare	90,932	30,283	25,918	4,365		4,365
SRX4103 Corporate Training	132,045	60,102	28,080	32,022		32,022
SRX4300 ICT Service Manager	179,437	77,358	58,105	19,253		19,253
SRX4301 Communications & Telephony	304,300	131,700	113,137	18,563		18,563
SRX4302 ICT Operations	218,382	72,594	64,655	7,939		7,939
SRX4303 ICT Analysts	411,050	136,766	95,242	41,524		41,524
SRX4304 ICT Area Technicians	302,882	100,624	97,712	2,912		2,912
SRX4306 ICT Maintenance	181,124	55,060	22,995	32,065		32,065
SRX4307 ICT Technicians	226,056	75,177	76,041	(864)		(864)
Finance	(4,405,939)	(6,455,520)	861,890	(7,317,410)	(7,384,069)	66,659
GRF1002 GF Saving Required	-6,984,706	-7,471,569	0	(7,471,569)	(7,224,069)	(247,500)
GRF1005 Sellaness Site	-9,700	0	0	0		0
GRF1020 Contingency Reserve	0	0	1,300	(1,300)		(1,300)
GRF1101 Aithsting & Sandsting Comm Cnc	15,062	14,977	14,977	0		0
GRF1102 Bressay Community Council	8,525	8,440	8,440	0		0
GRF1103 Burra & Trondra Community Cncl	8,505	8,420	8,420	0		0
GRF1104 Delting Community Council	17,033	16,948	16,948	0		0
GRF1105 Dunrossness Community Council	14,817	14,732	13,932	800		800
GRF1106 Fetlar Community Council	4,661	4,576	4,576	0		0
GRF1107 Gulberwick, Quarff & Cunningsb	14,567	14,482	14,482	0		0
GRF1108 Lerwick Community Council	29,742	29,642	29,642	0		0
GRF1109 Nesting & Lunnasting Comm Cncl	9,634	9,549	9,549	0		0
GRF1110 Northmavine Community Council	19,331	19,246	19,246	0		0
GRF1111 Sandness & Walls Comm Council	13,800	13,582	13,215	367		367
GRF1112 Sandwich Community Council	11,285	11,200	11,200	0		0
GRF1113 Scalloway Community Council	9,973	9,888	9,888	0		0
GRF1114 Tingwall, Whiteness & Weisdale	11,803	11,718	11,718	0		0
GRF1115 Unst Community Council	11,930	11,845	11,845	0		0
GRF1116 Whalsay Community Council	11,506	11,421	11,421	0		0
GRF1117 Yell Community Council	12,150	12,065	12,065	0		0
GRF1118 Skerries Community Council	4,290	4,205	4,205	0		0
GRF1150 Shetland Council of Social Ser	16,586	16,586	16,586	0		0
GRF2203 DWP Initiatives	0	4,440	-2,191	6,631		6,631
GRF2401 Debt Advice Add Gov Funds	78,000	72,667	71,180	1,487		1,487

GRF2911	Council Tax Income	21,500	16,834	-243,749	260,583		260,583
GRF2912	Council Tax Collection	0	0	120	(120)		(120)
GRF2922	Non-Domestic Rates Collection	12,750	11,000	6,102	4,898		4,898
SRF0100	Finance Office Services	135,387	44,492	40,793	3,699		3,699
SRF1000	Head of Finance	-45,909	-121,331	40,398	(161,729)	(160,000)	(1,729)
SRF1030	Training	5,305	72	72	0		0
SRF2000	Service Manager - Revenues	76,483	25,519	22,640	2,879		2,879
SRF2200	Rents/Benefits	239,536	79,215	76,859	2,356		2,356
SRF2300	Income & Recovery	273,406	100,922	99,387	1,535		1,535
SRF2900	Local Taxation	126,088	41,411	39,511	1,900		1,900
SRF3100	Management Accountancy	389,425	121,897	119,618	2,279		2,279
SRF3400	Financial Accountancy	124,239	42,360	41,099	1,261		1,261
SRF3405	Fin-Technical Clerical	25,216	8,431	8,166	265		265
SRF3500	Expenditure Manager	69,254	22,778	17,385	5,393		5,393
SRF3501	Pensions	77,039	25,681	23,961	1,720		1,720
SRF3502	Payroll	328,043	136,593	125,234	11,359		11,359
SRF3600	Payments	127,169	43,371	40,698	2,673		2,673
SRF3800	Treasury	76,709	28,056	25,656	2,400		2,400
SRF4000	Internal Audit Division	203,627	68,119	65,296	2,823		2,823
Legal & Administration		3,204,015	1,334,853	1,105,107	229,746	0	229,746
GRB2311	Community Council Elections	3,000	833	0	833		833
GRB2314	UK Parliamentary Elections	25,000	8,333	34,456	(26,123)		(26,123)
GRB2400	Registrar	51,112	15,947	7,627	8,320		8,320
GRB2501	Childrens Panel	19,150	6,218	-5,825	12,043		12,043
GRB2502	Safeguarders	5,100	1,666	2,937	(1,271)		(1,271)
GRB2503	CP - Inter Island Seminar	0	0	220	(220)		(220)
GRB3902	Licensing Board	-25,700	-6,475	-12,237	5,762		5,762
GRB3905	Prop Enq Certs	-1,000	-333	-285	(48)		(48)
GRB5010	Emergency Planning	105,929	35,668	38,332	(2,664)		(2,664)
GRB5011	Emergency Planning Operational	8,550	2,505	687	1,818		1,818
GRB5012	Emergency Planning Seminar	3,275	5,275	0	5,275		5,275
GRB5013	Emergency Heli Landing Site	15,783	11,928	10,320	1,608		1,608
GRB6302	Aith Industrial Building	-2,307	-649	-459	(190)		(190)
GRB6303	Bigton Industrial Buildings	-1,404	-421	-422	1		1
GRB6304	Bressay Industrial Buildings	-50	0	0	0		0
GRB6306	Fetlar Former Generating Shed	-135	-37	-36	(1)		(1)
GRB6310	Sandwick Industrial Buildings	-2,453	-647	-646	(1)		(1)
GRB6313	King Harald Street Area	-2,410	-748	-748	(0)		(0)
GRB6314	Scalloway Industrial Building	-37,724	-9,766	-10,609	843		843
GRB6316	Skeld Industrial Buildings	137	-1,213	0	(1,213)		(1,213)
GRB6321	Sellaness Industrial Site	-17,194	-12,726	-9,223	(3,503)		(3,503)
GRB6322	Staneyhill Industrial Site	-1,152	-1,152	-158	(995)		(995)
GRB6324	Wethersta Industrial Site	-2,648	-1,435	-1,115	(320)		(320)
GRB6325	Burra Industrial Sites	-165	-41	-41	0		0
GRB6326	Cunningsburgh Industrial Sites	-1,400	-350	-575	225		225
GRB6328	Gremista SH Industrial Sites	-2,470	-618	-618	(1)		(1)
GRB6333	Other Properties: Maintained	60,254	11,858	6,986	4,872		4,872
GRB6337	Ness of Sound	-6,408	-1,602	-1,477	(125)		(125)
GRB6338	Estates Management	15,750	5,250	5,225	25		25
GRB6339	Voxter Farm	-1,000	0	0	0		0
GRB6340	Busta Estate	-21,498	-7,941	-17,316	9,375		9,375
GRB6341	Burra & Trondra Estate	-3,114	-410	-20,323	19,913		19,913
GRB6345	The Fish Box	-2,405	-672	-672	(0)		(0)
GRB6354	Mill Lane Store	7,728	3,032	2,886	146		146
SRB1000	Head of Legal and Admin	98,182	32,512	30,979	1,533		1,533
SRB1100	Legal & Admin-Support Service	217,933	72,349	64,235	8,114		8,114
SRB2000	Admin Service Manager	55,271	18,381	17,975	406		406
SRB2200	Admin Serv-Committee Services	156,587	48,535	34,442	14,093		14,093
SRB3000	Legal-Service Manager	127,380	41,883	20,940	20,943		20,943
SRB3200	Legal Services	357,589	116,569	107,926	8,643		8,643
SRB4000	Serv Manager-Insurance & Risk	59,689	19,838	18,821	1,017		1,017
SRB4100	Risk Management	65,540	21,753	10,502	11,251		11,251
SRB4101	Risk Man - General	0	0	4,768	(4,768)		(4,768)
SRB4102	Risk Man - Motor Training	0	0	5,186	(5,186)		(5,186)
SRB4200	Safety	134,106	44,439	45,194	(755)		(755)
SRB4400	Insurance	110,711	36,428	30,202	6,226		6,226
SRB6000	Assets Service Manager	197,424	77,002	43,792	33,210		33,210
SRB6001	Land Surveyor	63,639	20,968	17,244	3,724		3,724
SRB6201	Offices, Town Hall	44,169	13,888	6,034	7,854		7,854
SRB6202	Offices, Lystina House	7,877	2,350	137	2,213		2,213
SRB6203	Offices, Hillhead Enq Office	15,607	9,960	7,672	2,288		2,288
SRB6204	Offices, 4 Market St	48,979	31,043	25,041	6,002		6,002
SRB6205	Offices, County Buildings	7,119	5,619	4,535	1,084		1,084
SRB6206	Offices, Anderson Place	3,604	1,966	792	1,174		1,174
SRB6209	Offices, 2 & 4 Bank Lane	17,275	12,101	8,797	3,304		3,304
SRB6210	Offices, Quendale House	35,229	23,654	10,334	13,320		13,320

SRB6213	Offices, Fort Road	32,630	18,771	14,682	4,089	4,089
SRB6214	Offices, Hayfield House	110,213	70,367	60,223	10,144	10,144
SRB6215	Offices, 91/93 St Olaf St	32,861	18,549	13,076	5,473	5,473
SRB6216	Offices, 92 St Olaf Street	29,847	17,297	12,695	4,602	4,602
SRB6217	Offices, Grantfield	73,740	48,758	39,740	9,018	9,018
SRB6218	Offices, Garthspool IT Centre	61,384	34,586	29,816	4,770	4,770
SRB6220	Offices, Gremista	12,097	7,047	5,531	1,516	1,516
SRB6221	Offices, OIL Offices	183,965	66,359	57,941	8,418	8,418
SRB6223	Offices, 4 Havragord, Brae	1,793	598	0	598	598
SRB6224	Offices, 64 St Olaf Street	13,044	8,756	5,898	2,858	2,858
SRB6225	Offices, Hill Lane	9,090	5,845	2,323	3,522	3,522
SRB6226	Offices, Charlotte House	73,913	37,816	34,254	3,562	3,562
SRB6227	Offices, Montfield	51,525	36,214	27,566	8,648	8,648
SRB6228	Offices, Old Infant School, KHS	19,818	7,559	15,453	(7,894)	(7,894)
SRB6229	Offices, Train Shetland	42,841	25,685	42,188	(16,503)	(16,503)
SRB6230	Offices, Gremista-Design	41,830	27,202	18,655	8,547	8,547
SRB6234	Offices, North Ness	154,175	65,322	67,164	(1,842)	(1,842)
SRB6235	Offices, 20 Commercial Road	16,134	10,052	8,001	2,051	2,051
SRB6236	Offices, Old Library Conversn	40,180	22,611	26,491	(3,880)	(3,880)
SRB6237	Offices, Lovers Loan	3,100	0	79	(79)	(79)
SRB6240	Offices, Bio Solar Hus	94,172	62,063	58,793	3,270	3,270
SRB6241	Old Lower Gym King Harald St	25,525	8,509	0	8,509	8,509
SRB6242	Former Archive Building KHS	4,845	1,615	0	1,615	1,615
SRB7000	Contract Standards	63,252	20,757	22,096	(1,339)	(1,339)

TOTAL Executive	3,954,297	(4,126,199)	3,900,653	(8,026,852)	(8,571,069)	544,217
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Head of Economic Development Unit	450,530	149,888	151,595	(1,707)	0	(1,707)
SRD0000 EDU Mgt & Administration	442,030	147,054	151,595	(4,541)		(4,541)
SRD0001 EDU Recruitment Expenses	8,500	2,834	0	2,834		2,834

Business Development	523,258	174,049	149,970	24,079	0	24,079
SRD1000 Head of Business Development	252,560	84,031	61,668	22,363		22,363
SRD1010 Business Technical Support	150,275	49,978	49,584	394		394
SRD1020 Marketing Support	120,423	40,040	38,718	1,322		1,322

TOTAL DEVELOPMENT	973,788	323,937	301,565	22,372	0	22,372
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EXECUTIVE MANAGEMENT INFORMATION 2010/11 - PERIOD 4

1st April 2010 to 31st July 2010

<u>Revenue Expenditure by Service</u> (General Fund, Recharged Services & Support)	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance Including Savings (Adv)/Fav £	Savings To be Achieved £	Year to Date Variance Excluding Savings (Adv)/Fav £
	£	£	£			
Executive Management (sub total)	827,333	251,677	321,759	(70,082)	(87,000)	16,918
Executive Management (sub total)	827,333	251,677	321,759	(70,082)	(87,000)	16,918
Capital Programme Service (sub total)	223,705	(596,376)	300,949	(897,325)	(1,000,000)	102,675
Capital Programme Service	223,705	-596,376	300,949	(897,325)	(1,000,000)	102,675
				0		
Council Members (sub total)	636,330	167,708	210,627	(42,919)	0	(42,919)
Council Members (sub total)	636,330	167,708	210,627	(42,919)		(42,919)
				0		
Organisational Development (sub total)	3,468,853	1,171,459	1,100,321	71,138	(100,000)	171,138
Head of Service	184,454	17,415	106,605	(89,190)	(100,000)	10,810
ICT	1,823,231	649,279	527,886	121,393		121,393
Personnel	960,030	346,178	322,126	24,052		24,052
Policy Unit	501,138	158,587	143,703	14,884		14,884
Finance (sub total)	(4,405,939)	(6,455,520)	861,890	(7,317,410)	(7,384,069)	66,659
Corporate Savings Required	-6,984,706	-7,471,569	0	(7,471,569)	(7,224,069)	(247,500)
Financial Support	1,452,594	672,689	645,473	27,216		27,216
Head of Service	94,783	-76,767	81,263	(158,030)	(160,000)	1,970
Internal Audit	203,627	68,119	65,296	2,823		2,823
Revenues	827,763	352,008	69,858	282,150		282,150
Legal & Administration (sub total)	3,204,015	1,334,853	1,105,107	229,746	0	229,746
Administrative Services	315,220	99,913	91,832	8,081		8,081
Asset & Property Services	1,547,576	779,844	615,608	164,236		164,236
Emergency Planning	133,537	55,376	49,340	6,036		6,036
Head of Service	316,115	104,861	95,214	9,647		9,647
Legal Services	521,521	172,401	138,441	33,960		33,960
Safety & Property Services	370,046	122,458	114,673	7,785		7,785
TOTAL	3,954,297	(4,126,199)	3,900,653	(8,026,852)	(8,571,069)	544,217

<u>Revenue Expenditure by Subjective</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance Including Savings (Adv)/Fav	Savings To be Achieved	Year to Date Variance Excluding Savings (Adv)/Fav
	£	£	£	£	£	£
Employee Costs (sub total)	(48,144)	(5,992,184)	2,345,737	(8,337,921)	(8,571,069)	233,148
Basic Pay	5,634,512	1,867,252	1,686,257	180,995		180,995
Overtime	86,897	38,711	42,147	(3,436)		(3,436)
Other Employee Costs	-5,769,553	-7,898,147	617,333	(8,515,480)	(8,571,069)	55,589
Operating Costs (sub total)	4,216,713	1,788,003	1,523,135	264,868	0	264,868
Travel & Subsistence	585,434	203,014	139,618	63,396		63,396
Property Costs	1,142,725	667,520	568,512	99,008		99,008
Other Operating Costs	2,488,554	917,469	815,005	102,464		102,464
Transfer Payments (sub total)	811,186	470,172	208,856	261,316		261,316
Income (sub total)	-1,025,458	-392,190	-177,075	(215,115)		(215,115)
TOTAL	3,954,297	(4,126,199)	3,900,653	(8,026,852)	(8,571,069)	544,217

SIC MANAGEMENT INFORMATION 2010/11 - PERIOD 4

1st April 2010 to 31st July 2010

<u>Revenue Expenditure by Service</u> (Harbour Account, Support Services & Recharged Ser	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
Ports & Harbours (total)	(1,201,177)	(103,662)	(1,149,606)	1,045,945
Ports Management	1,049,416	355,741	294,388	61,353
Sullom Voe	-5,952,788	-1,110,767	-1,938,265	827,498
Scalloway	31,111	10,420	-74,167	84,587
Other Piers	197,991	54,192	-6,800	60,992
Port Engineering Services	661,978	217,119	176,066	41,053
Jetties & Spur Booms (BP Funded)	-146,654	369,633	399,171	(29,538)
Transfer of Funds	2,957,769	0	0	0
Revenue Expenditure by Subjective	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
(Harbour Account, Support Services & Recharged Services)	£	£	£	£
Employee Costs (sub total)	6,468,398	2,463,953	2,333,466	130,487
Basic Pay	4,905,252	1,627,713	1,508,437	119,276
Overtime	444,205	148,069	159,548	(11,479)
Other Employee Costs	1,118,941	688,171	665,481	22,690
Operating Costs (sub total)	5,241,899	1,664,683	1,426,433	238,250
Travel & Subsistence	191,210	61,704	45,581	16,123
Property Costs	1,113,895	431,924	379,245	52,679
Other Operating Costs	3,936,794	1,171,055	1,001,607	169,448
Transfer Payments (sub total)	3,978,349	26,860	39,149	(12,289)
Income (sub total)	-16,889,823	-4,259,158	-4,948,656	689,498
TOTAL	(1,201,177)	(103,662)	(1,149,606)	1,045,945

MANAGEMENT A/c's 2010/11 - COST CENTRE DETAIL - PERIOD 4

1st April 2010 to 31st July 2010

<u>Cost Centre Description</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/ Favourable
	£	£	£	£
Ports Management (sub total)	1,049,416	355,741	294,389	61,353
SRM0001 Ports - Recruitment Expenses	17,000	5,666	2,179	3,487
SRM0100 Ports - Support Services	237,868	79,946	62,182	17,764
SRM2000 Ports - Operations Management	767,315	261,073	224,872	36,201
PRM0150 Canteen Service	27,233	9,056	5,155	3,901
Sullom Voe (sub total)	(5,952,788)	(1,110,767)	(1,938,265)	827,498
SRM2001 Towage Management	27,180	9,062	3,377	5,685
SRM3050 Ports Admin Building	97,640	38,417	23,898	14,519
PRM2100 Sullom Voe	-6,066,133	-1,478,839	-1,908,931	430,092
PRM2101 B & L Sullom Voe	-274,417	-107,185	-128,702	21,517
PRM2102 Pilotage Sullom Voe	-718,586	-182,110	-233,765	51,655
PRM2103 Mooring Sullom Voe	-313,492	-92,684	-104,828	12,144
PRM2104 Ship to Ship Transfers	-300,000	-24,000	-46,873	22,873
PRM2110 Marine Officers	928,085	316,098	306,076	10,022
PRM2111 Launch Crews	1,161,959	393,191	373,536	19,655
PRM2112 Towage Crews	-1,846,276	-687,602	-780,494	92,892
PRM2113 VTS Operators	226,344	75,448	27,016	48,432
PRM2116 Pollution Control	1,000	333	0	333
PRM2120 SOTEAG	800	267	0	267
PRM2121 SVA	80,580	26,860	0	26,860
PRM2148 Tug Boats - SV	-1,400,000	0	0	0
VRM3205 Nav Aids Sullom Voe	41,921	15,786	11,603	4,183
VRM3206 Radar Sullom Voe	15,803	5,228	11,987	(6,759)
VRM3207 VHF Radio Sullom Voe	10,500	3,499	570	2,929
VRM3210 Maintenance Workshop	63,364	20,525	21,179	(654)
VRM3211 Helicopter Hangar	3,960	2,955	3,233	(278)
VRM3212 Meteorological Office	2,344	707	271	436
VRM3213 Long Term Store	2,562	761	404	357
VRM3214 Crew Accommodation	6,700	2,170	1,393	777
VRM3215 Pollution Store	17,202	5,599	3,777	1,822
VRM3221 Sullom Shoormal	38,355	11,450	6,402	5,048
VRM3222 Sullom Spindrift	36,796	10,931	9,401	1,530
VRM3223 Sullom Spray	36,794	10,931	11,865	(934)
VRM3225 Dunter	491,343	98,330	56,203	42,127
VRM3226 Shalder	266,446	83,659	78,849	4,810
VRM3227 Stanekhakker	229,931	71,738	93,107	(21,369)
VRM3228 Tirrick	280,192	129,659	124,223	5,436
VRM3229 Tystie	481,322	98,789	60,411	38,378
VRM3230 Sullom A	7,214	2,223	18,056	(15,833)
VRM3231 Sullom B	7,214	2,223	1,142	1,081
VRM3232 Sullom C	7,214	2,223	462	1,761
VRM3235 Vehicles Sullom Voe	32,250	10,751	11,437	(686)
VRM3236 Boat Hoist	-1,013	-366	-1,796	1,430
VRM3237 Small Plant	4,750	1,583	632	951
VRM3239 Sullom Shearwater	13,591	4,223	960	3,263
VRM3240 Tug Jetty	62,994	4,566	3,820	746
VRM3241 Solan	145,827	1,027	1,026	1
VRM3242 Bonxie	136,952	807	807	0
Scalloway (sub total)	31,111	10,420	(74,167)	84,587
PRM2200 Blacksness	-120,997	-40,498	-122,616	82,118
PRM2201 B & L Scalloway	-5,000	-1,667	-3,945	2,278
PRM2202 Pilotage Scalloway	500	167	0	167
VRM3261 Nav Aids Scalloway	12,025	4,009	644	3,365
VRM3262 Offices & Stores Scalloway	29,639	11,100	11,913	(813)

VRM3263	Fish Market	16,360	6,263	19,869	(13,606)
VRM3264	Piers Scalloway	81,028	25,606	15,974	9,632
VRM3266	Vehicles Scalloway	4,300	1,432	2,823	(1,391)
VRM3267	Lyrie	13,256	4,008	1,171	2,837
Other Piers (sub total)		197,991	54,192	(6,800)	60,992
PRM2300	Baltasound	-1,916	-639	-4,464	3,825
PRM2301	Collafirth	-1,466	-489	-489	(0)
PRM2302	Toft	35	10	-816	826
PRM2312	Cullivoe	-71,281	-23,761	-24,404	643
PRM2314	Fair Isle	3	0	0	0
PRM2315	Hamnavoe	225	74	-637	711
PRM2316	Melby Pier	150	0	148	(148)
PRM2317	Mid Yell	-1,500	-416	-1,231	815
PRM2318	Out Skerries	135	44	177	(133)
PRM2319	Symbister	13,673	4,537	5,093	(556)
PRM2321	Uyeasound	1,000	334	-1,245	1,579
PRM2322	Vaila/Grutness	235	77	257	(180)
PRM2323	West Burrafirth	-925	-309	-395	86
PRM2324	Humber Inflatable	32	0	0	0
PRM2325	Orkney Spinner	10	0	0	0
PRM2326	Avon Searider	25	0	0	0
VRM3270	Baltasound Pier Maintenance	26,789	8,158	3,081	5,077
VRM3271	Collafirth Pier Maintenance	28,519	9,043	338	8,705
VRM3272	Toft Pier Maintenance	3,706	1,003	0	1,003
VRM3273	Garth Pier Maintenance	9,710	2,983	6,483	(3,500)
VRM3280	Billister Pier Maintenance	2,114	550	0	550
VRM3282	Cullivoe Pier Maintenance	42,613	12,161	1,826	10,335
VRM3283	Easterdale Pier Maintenance	2,966	1,070	148	922
VRM3284	Fair Isle Pier Maintenance	33,030	9,000	0	9,000
VRM3285	Hamnavoe Pier Maintenance	4,329	1,132	5,883	(4,751)
VRM3286	Melby Pier Maintenance	98	0	0	0
VRM3287	Mid Yell Pier Maintenance	7,868	2,237	330	1,907
VRM3288	Out Skerries Pier Maintenance	7,605	1,958	958	1,000
VRM3289	Symbister Pier Maintenance	52,052	15,041	906	14,135
VRM3290	Toogs Pier Maintenance	3,750	1,217	0	1,217
VRM3291	Uyeasound Pier Maintenance	10,976	2,484	1,015	1,469
VRM3292	Vaila/Gruting Pier Maintenance	11,298	3,267	54	3,213
VRM3293	West Burrafirth Pier Mainten	12,133	3,426	184	3,242
Port Engineering (sub total)		661,978	217,119	176,066	41,053
VRM3200	Port Engineering Services	661,978	217,119	176,066	41,053
Jetties & Spur Booms (BP Funded) (sub tot		(146,654)	369,633	399,171	(29,538)
VRM3250	Jetty 1	7,504	2,500	14,807	(12,307)
VRM3251	Jetty 2	7,504	2,500	19,228	(16,728)
VRM3252	Jetty 3	7,504	2,500	13,612	(11,112)
VRM3253	Jetty 4	7,510	2,502	14,039	(11,537)
VRM3254	Construction Jetty	32,100	10,699	4,382	6,317
VRM3255	Spur Booms	12,510	4,170	0	4,170
VRM3256	Jetties Diving	50,000	16,667	0	16,667
VRM3257	Jetty Maintenance	950,000	393,236	414,909	(21,673)
VRM3259	Jetties Cathodic Protection	50,000	16,667	0	16,667
PRM2150	Jetties/Spur Booms - SV	-1,271,286	-81,808	-81,807	(1)
Transfer of Funds (sub total)		2,957,769	0	0	0
PRM2002	Transfer to Funds	2,957,769	0	0	0
Harbour Account TOTAL		(1,201,177)	(103,662)	(1,149,606)	1,045,945

SIC MANAGEMENT INFORMATION 2010/11 - PERIOD 4

1st April 2010 to 31st July 2010

Revenue Expenditure by Service - Housing Revenue Account**Housing**

<u>Revenue Expenditure by Service</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
Housing Revenue Account Services (total)	(3,917,593)	(1,497,481)	(1,775,123)	277,642
Head of Housing	(1,200,000)	(400,000)	(409,123)	9,123
Operational Services	1,312,513	235,661	170,128	65,533
Business Support	(4,030,106)	(1,333,142)	(1,536,128)	202,986

<u>Revenue Expenditure by Subjective</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
Employee Costs (sub total)	2,681	894	894	0
Basic Pay	0	0	0	0
Overtime	0	0	0	0
Other Employee Costs	2,681	894	894	0

Operating Costs (sub total)	2,370,098	585,803	343,551	242,252
Travel & Subsistence	0	0	0	0
Property Costs	2,335,276	565,963	330,803	235,160
Other Operating Costs	34,822	19,840	12,748	7,092

Transfer Payments (sub total)	28,981	25,248	1,500	23,748
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Income (sub total)	(6,319,353)	(2,109,426)	(2,121,067)	11,641
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TOTAL	(3,917,593)	(1,497,481)	(1,775,123)	277,642
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MANAGEMENT A/c's 2010/11 - COST CENTRE DETAIL - PERIOD 4
1st April 2010 to 31st July 2010

<u>Cost Centre</u>	<u>Description</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/ Favourable
		£	£	£	£
HRH0350	Housing Support Grant	(1,200,000)	(400,000)	(409,123)	9,123
HRH1300	Ladies Drive Hostel	(40,748)	(13,649)	(15,557)	1,908
HRH3100	Customer Services	49,253	17,033	5,137	11,896
HRH3150	Garages, HRA	19,200	6,400	(4,445)	10,845
HRH3151	South Team Area 2	250,000	55,990	61,868	(5,878)
HRH3152	South Team Area 1	250,000	55,993	32,301	23,692
HRH3153	North Team Area 2	250,000	53,304	42,973	10,331
HRH3154	North Team Area 1	250,000	60,757	36,522	24,235
HRH3300	Other	285,308	0	10,173	(10,173)
HRH3350	Grazing Lets	(500)	(167)	(60)	(107)
HRH4258	Cost of Refurbishment	0	0	1,217	(1,217)
HRH2047	Rents General Needs	(4,529,288)	(1,433,835)	(1,434,917)	1,082
HRH2048	Rents Sheltered Housing	(576,162)	(200,584)	(198,272)	(2,312)
HRH2355	Supervision & Management	22,870	22,161	2,669	19,492
HRH3200	Planned Services HRA	1,052,474	279,116	94,392	184,724
TOTAL HOUSING REVENUE ACCOUNT		(3,917,593)	(1,497,481)	(1,775,123)	277,642

SIC MANAGEMENT INFORMATION 2010/11 - PERIOD 4

1st April 2010 to 31st July 2010

Shetland Islands Council				
<u>Revenue Expenditure by Service</u>	Annual Budget	Year to Date Budget	Year to Date Actual	Year to Date Variance (Adverse)/Favourable
	£	£	£	£
Executive Services (sub total)	1,344,009	717,186	710,257	6,929
Executive Management	38,278	38,278	38,375	(97)
Organisational Development	339,152	113,050	76,086	36,964
Finance	4,500	0	7,200	(7,200)
Legal & Administration	962,079	565,858	588,596	(22,738)
Education & Social Care (sub total)	555,430	214,123	196,205	17,918
Adult Learning & Train Shetland	396,932	132,310	133,158	(848)
Housing	156,712	81,813	63,047	18,766
Sports & Leisure	1,786	0	0	0
Infrastructure Services (sub total)	506,772	128,760	66,452	62,308
Environment	250,000	56,504	43,595	12,909
Planning	256,772	72,256	22,857	49,399
Economic Development Unit (sub total)	10,253,565	2,484,194	1,647,600	836,594
Economic Development Unit	10,253,565	2,484,194	1,647,600	836,594
TOTAL	12,659,776	3,544,263	2,620,514	923,749

Revenue Expenditure by Subjective

Employee Costs (sub total)	864,087	288,028	250,955	37,073
Basic Pay	646,067	215,356	186,863	28,493
Overtime	0	0	386	(386)
Other Employee Costs	218,020	72,672	63,706	8,966
Operating Costs (sub total)	1,776,459	860,837	1,228,105	(367,268)
Travel & Subsistence	9,400	3,134	33,941	(30,807)
Property Costs	653,305	491,278	503,076	(11,798)
Other Operating Costs	1,113,754	366,425	691,088	(324,663)
Transfer Payments (sub total)	10,024,730	2,397,231	1,103,817	1,293,414
Income (sub total)	(5,500)	(1,833)	37,637	(39,470)
TOTAL	12,659,776	3,544,263	2,620,514	923,749

RESERVE FUND MANAGEMENT A/c's 2010/11 - COST CENTRE DETAIL - PERIOD 4 1st April 2010 to 31st July 2010

<u>Cost Centre</u>	<u>Description</u>	<u>Annual Budget</u>	<u>Year to Date Budget</u>	<u>Year to Date Actual</u>	<u>Year to Date Variance</u> (Adverse)/Favourable
		£	£	£	£
Chief Executive		38,278	38,278	38,375	(97)
RRX0021	LPA Claim	38,278	38,278	38,375	(97)
Financial Support Services		4,500	0	7,200	(7,200)
RRF1150	Winter Fuel Grant	0	0	7,200	(7,200)
RRF1151	Councillor Christmas Grant	4,500	0	0	0
Organisational Development		339,152	113,050	76,086	36,964
RRX4120	Graduate Placement Scheme	339,152	113,050	76,086	36,964
Asset & Property Services		962,079	565,858	588,596	(22,738)
RRB6380	N.A.F.C.	517,051	120,830	125,082	(4,252)
RRB6381	SCOF Property Costs	445,028	445,028	445,028	0
RRB6383	Complaint Investigation	0	0	18,486	(18,486)
Adult Learning & Train Shetland		396,932	132,310	133,158	(848)
RRL6050	Modern Apprenticeships	396,932	132,310	133,158	(848)
Housing		156,712	81,813	63,047	18,766
RRH2800	Housing Initiatives	59,816	25,658	22,026	3,632
RRH2801	Tenant Participation	15,414	15,414	280	15,134
RRH2803	Shetland Women's Aid	81,482	40,741	40,741	0
Sports & Leisure		1,786	0	0	0
RRJ3007	Cunningsburgh Marina provision	1,786	0	0	0
Environment		250,000	56,504	43,595	12,909
RRY5001	Fuel Poverty Grant Scheme	250,000	56,504	43,595	12,909
Planning		256,772	72,256	22,857	49,399
RRY8381	Area Regeneration Res Fund	30,700	10,232	5,758	4,474
RRY8383	Coastal Protection	44,000	14,667	0	14,667
RRY8481	KIMO Policy	7,000	2,333	751	1,582
RRY8482	Nuclear Policy	21,382	7,128	6,849	279
RRY8486	Env Improve/Cons	100,000	20,000	9,500	10,500
RRY8488	Natural Heritage	30,000	10,000	0	10,000
RRY8003	NAFC Marine Management	23,690	7,896	0	7,896
Economic Development		10,253,565	2,484,194	1,647,600	836,594
Fisheries		4,253,792	594,962	153,415	441,547
RRD2104	S.H.O.A.L.	1,000	333	0	333
RRD2120	Fisheries General Assistance	105,000	26,667	680	25,987
RRD2121	North Atlantic Fisheries Coll	2,677,462	152,000	152,000	0
RRD2123	Shet Shellfish Management Org	43,888	14,629	10,972	3,657
RRD2201	Mentoring Programme	4,000	1,333	0	1,333
RRD2203	Fisheries&Aquaculture Lending	1,320,000	400,000	0	400,000
RRD2204	European Fisheries Match Fundi	102,442	0	-10,237	10,237
Agriculture		485,000	161,666	51,657	110,009
RRD1129	Livestock Health Scheme	100,000	33,333	16,773	16,560
RRD1133	Agriculture General Assistance	115,000	38,333	4,292	34,041
RRD1136	Agriculture Contractors Scheme	20,000	6,667	7,250	-583
RRD1137	Shetland Rural Dev Scheme	50,000	16,667	8,004	8,663

RRD1138	Shet Agric Business Scheme	100,000	33,333	15,336	17,997
RRD1150	Agricultural Loans	100,000	33,333	0	33,333
Other		3,563,600	1,051,333	868,617	182,716
RRD1500	Other Research	60,000	20,000	27,750	-7,750
RRD1502	Publications	2,000	667	-36	703
RRD1515	Shetland Business Growth Schem	50,000	16,667	0	16,667
RRD1520	Other General Assistance	142,860	33,333	85,166	-51,833
RRD1523	Rural Shop Improvement	60,000	20,000	12,374	7,626
RRD1526	Rnew Energy Proj	90,000	30,000	13,003	16,997
RRD1527	Business Energy Efficiency	100,000	33,333	0	33,333
RRD1528	Foula Electricity	80,000	26,667	0	26,667
RRD1530	Economic Infrastructure Projec	1,220,448	58,333	139,547	-81,214
RRD1532	Architectural Heritage	250,000	250,000	250,000	0
RRD1533	Fairer Scotland Fund	0	0	-18,168	18,168
RRD1540	New Manufacturing-New Service	200,000	66,666	0	66,666
RRD1541	Food & Drink Projects	150,000	50,000	0	50,000
RRD1545	Textiles	50,000	50,000	50,000	0
RRD1550	Broadband Services	0	0	1,390	-1,390
RRD1551	Pop Set up Highspeed data link	140,000	46,667	38,333	8,334
RRD1552	Mareel	418,292	107,333	103,963	3,370
RRD1553	Creative Industry Development	20,000	6,667	5,226	1,441
RRD1560	Community Enterprise Schemes	30,000	10,000	0	10,000
RRD1561	Retain Active Rural Population	30,000	10,000	0	10,000
RRD1562	Engage with Learning Centres	70,000	23,333	0	23,333
RRD1563	COPE	175,000	116,667	116,667	0
RRD1564	Childcare	100,000	33,333	0	33,333
RRD1800	Leader	0	0	15,100	-15,100
RRD1801	Convergence	0	0	-5,460	5,460
RRD1810	Business Gateway	0	0	29,254	-29,254
RRD1910	Decommissioning Projects	75,000	25,000	0	25,000
RRD6010	Investment Management	50,000	16,667	4,509	12,158
Tourism		1,951,173	676,233	573,911	102,322
RRD1620	Tourism Financial Assistance	50,000	16,667	11,200	5,467
RRD1621	Tourism Infrastructure	75,000	25,000	4,800	20,200
RRD1630	Tourism General	20,000	6,667	765	5,902
RRD1631	Heritage Tourism	1,008,452	61,529	2,356	59,173
RRD5005	MDP	38,000	12,667	11,908	760
RRD5010	Promote Shetland	363,000	235,500	235,500	0
RRD5013	Event Management	5,000	1,667	0	1,667
RRD5031	Shetland Promotional Costs	77,250	25,749	35,617	-9,868
RRD5039	Flavour of Shetland	69,580	69,590	77,073	-7,483
RRD5041	Food Festival	40,500	13,500	4,193	9,307
RRD5042	Tall Ships	154,391	157,697	129,204	28,493
RRD5043	Hamefarin	50,000	50,000	61,294	-11,294
TOTAL		12,659,776	3,544,263	2,620,514	923,749

Revenue Expenditure by Service**Shetland Islands Council**

(General Fund, Recharged Services & Support Services)

	Annual Budget	YTD Budget	YTD Actual	YTD Variance (Adverse)/ Favourable	FTE Annual Budget £1,809	FTE YTD Budget £1,809	FTE YTD Actual £1,803	FTE YTD Variance (Adverse)/ Favourable	FTE YTD Variance
	£	£	£	£	£	£	£	£	%
Executive Services (sub total)	349,680	116,063	102,250	13,813	193	192	170	22	12
Executive Management	19,029	6,343	6,173	170	11	11	10	0	2
Capital Programme Service	41,603	13,868	10,643	3,225	23	23	18	5	23
Organisational Development	100,924	33,641	29,961	3,680	56	56	50	6	11
Finance	112,245	36,917	34,529	2,388	62	61	57	4	6
Legal & Administration	75,879	25,294	20,944	4,350	42	42	35	7	17
Education & Social Care (sub total)	3,603,575	1,188,881	1,115,283	73,598	1,992	1,972	1,856	116	6
Directorate	7,213	2,397	1,945	452	4	4	3	1	19
Housing	122,517	40,839	36,941	3,898	68	68	61	6	9
Community Care	1,415,475	458,413	419,043	39,370	782	760	697	63	8
Children's Services	242,367	84,064	64,831	19,233	134	139	108	32	23
Criminal Justice Unit	13,111	4,370	4,111	260	7	7	7	0	6
Community Work	14,273	4,758	4,260	498	8	8	7	1	10
Resources	58,356	19,671	17,852	1,819	32	33	30	3	9
Schools	1,611,904	535,085	527,721	7,364	891	887	878	9	1
Sport & Leisure	83,054	27,521	27,589	-68	46	46	46	0	-1
Train Shetland & Adult Learning	35,305	11,763	10,989	774	20	20	18	1	6
Infrastructure Services (sub total)	710,917	236,973	219,917	17,056	393	393	366	27	7
Directorate	37,153	12,384	11,628	756	21	21	19	1	6
Environment & Building Services	194,311	64,771	61,261	3,510	107	107	102	5	5
Roads	51,471	17,156	17,180	-24	28	28	29	0	0
Transport	352,339	117,448	107,103	10,345	195	195	178	17	9
Planning	75,643	25,214	22,744	2,470	42	42	38	4	9
Economic Development Unit (sub total)	32,701	10,901	10,205	696	18	18	17	1	6
Economic Development Unit	32,701	10,901	10,205	696	18	18	17	1	6
TOTAL	4,696,873	1,552,818	1,447,655	105,163	2,596	2,575	2,409	166	6

Revenue Expenditure by Service

(P&H/HRA/RF)

Shetland Islands Council

	Annual Budget	YTD Budget	YTD Actual	YTD Variance (Adverse)/ Favourable	FTE Annual Budget £1,763	FTE YTD Budget £1,763	FTE YTD Actual £1,782	FTE YTD Variance (Adverse)/ Favourable	FTE YTD Variance
	£	£	£	£	£	£	£	£	%
Ports & Harbours	149,685	49,896	41,844	8,052	85	85	70	14	17
Housing Revenue Account	0	0	0	0	0	0	0	0	#DIV/0!
Reserve Fund	69,744	23,248	19,733	3,515	40	40	33	6	16
TOTAL	219,429	73,144	61,577	11,567	124	124	104	21	17