

Sp. Shetland Islands Council – 28 June 2023
[Shetland Islands Council Committee Information - Meetings](#)

Item	Subject	Decision
1	Fair Isle Ferry Replacement Project – Project Governance, Procurement and Contractual Arrangements	<p>The Council:</p> <ul style="list-style-type: none"> • NOTED receipt by Council of UK Government Levelling Up Fund award (Appendix 1), and the tight timescales associated with delivery (Appendix 2). • NOTED the establishment of the Project Board, appointment of a Project Manager and creation of the Project Team in accordance with PRINCE2 Project Management Methodology. • DELEGATED authority to the Director of Development Services (or his nominee) as Project Board - Senior Responsible Owner to conduct the affairs of the Project Board in alignment with PRINCE2 Project Management Methodology and to take such decisions as may be necessary to fulfil that role (Appendix 3). • DELEGATED authority to the Director of Development Services (or his nominee) as Project Board - Senior Responsible Owner to continue market engagement for the required civil engineering construction contract(s) for Grutness and North Haven, Fair Isle with a view to informing the Procurement Strategy decision required, namely to either call-off from (i) an established framework agreement or (ii) to go to the market with a tendering exercise and to DELEGATE authority to the Director of Development Services (or his nominee) as Project Board - Senior Responsible Owner in consultation with the Chair and Vice-Chairs of Environment and Transport and Development Committees to make that Procurement Strategy decision. • DELEGATED authority to the Director of Development Services (or his nominee) as Project Board - Senior Responsible Owner to procure such

		<p>services and take such actions as may be required to allow completion of the Full Business Case, additional to those outlined in previous reporting.</p> <ul style="list-style-type: none"> • DELEGATED authority to the Director of Development Services (or his nominee) as Project Board - Senior Responsible Owner to undertake the procurement process for works and/or services required for project delivery to allow the Full Business Case to be finalised, with all costs included. This includes the procurement process for the vessel.
2	Code of Corporate Governance – Annual Review	<p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • NOTE the self-evaluation of corporate governance for 2022/23 and Improvement Actions (Appendix 1) • ADOPT the updated Code of Corporate Governance 2023/24 (Appendix 2) • APPROVE the Scope and Timetable for the Governance Review (Appendix 3).
3	Shetland Islands Council 2022/23 Unaudited Accounts and Zetland Educational Trust 2022/23 Unaudited Annual Report and Financial Statements	<p>The Council:</p> <ul style="list-style-type: none"> • CONSIDERED the Unaudited Accounts for Shetland Islands Council for 2022/23 (Appendix 1) • CONSIDERED the Annual Report and Unaudited Financial Statements for Zetland Educational Trust for 2022/23 (Appendix 2) • NOTED the submission of the Unaudited Accounts for 2022/23 to the external auditor by the statutory deadline • NOTED the intention to present the Council’s Audited Accounts for 2022/23 for approval on 21 November 2023.

4	Appointment of a Member to the Licensing Committee/Shetland Islands Area Licensing Board (SIALB)	<p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • APPOINT Councillor Bryan Peterson to the Licensing Committee/Shetland Islands Area Licensing Board (SIALB).
5	Family Leave for Elected Members	<p>The Council:</p> <ul style="list-style-type: none"> • ADOPTED the Family Leave Guidance for Councils, attached as Appendix 1 • APPROVED an amendment to Part A of the SIC Constitution, to the effect that in accordance with the approved Family Leave Guidance for Councils, the absence of an Elected Member from meetings is permitted, subject to them having given prior notification to the Chief Executive of their intention not to attend meetings during such period.

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