



# LERWICK COMMUNITY COUNCIL

## CHAIRMAN

Mr Jim Anderson  
66 Breiwick Road  
Lerwick  
Shetland ZE1 0DB

Tel. 01595 693540 or 07803 342304  
Email: [chair@lerwickcc.org.uk](mailto:chair@lerwickcc.org.uk)

## CLERK

Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick  
Shetland ZE1 0AN

Tel. 01595 692447 or 07818 266876  
Email: [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
Website: [www.lerwickcc.org](http://www.lerwickcc.org)

29 January 2013

Dear Sir/Madam

You are requested to attend a meeting of Lerwick Community Council to be held in the Town Hall Chamber, Town Hall, Lerwick at **7.00pm** on **Monday 4 February**.

The next meeting Lerwick Community Council will be on Monday 4 March 2013.

Yours faithfully

*K Semple*

Katrina Semple  
Clerk to the Council

## LCC Members Literature in Office

The Nature of Scotland – Autumn/Winter 2012

# BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 7 January 2013
4. Business arising from the minutes
5. Consultation on The Strategic Police Plan
  - 5.1 Draft Strategic Police Plan
6. Street Lighting Review: Lighting Reduction Options
  - 6.1 Sands of Sound
  - 6.2 North end of Westerloch
  - 6.3 Netherdale
7. Correspondence
  - 7.1 Variable Muster List – Mr J Fergusson, Operations Director, Serco/NorthLink Ferries
  - 7.2 Travel provision Obligation – Mr C Grieve, Policy Officer, Aviation, Maritime, Freight & Canals, The Scottish Government
  - 7.3 Community Council Link – Ms C Mackie, Sales & Marketing, Shetland News
  - 7.4 Clickimin Campsite – Mr R Anderson, Caravan Owner
  - 7.5 Clickimin Campsite – SCT Ringfencing Monies
  - 7.6 Excessive Postal Charges – Alistair Carmichael MSP, House of Commons, London
  - 7.7 Braefield Road Safety Issue – Mr D Coupe, Executive Manager, Roads, SIC
  - 7.8 Additional Dog Litter Bins – Mrs M Sandison, Executive Manager, Environmental Services, SIC
  - 7.9 Mobile CCTV Notification, Grodians – Mr B Mycock, Antisocial Behavior Co-coordinator, SIC
  - 7.10 Review of Civic Government and Animal Health Licensing – Mrs M Sandison, Executive Manager, Environmental Services, SIC
  - 7.11 Name Ideas, New Development at Hoofields – Ms E van Tronder, Joint Association Secretary, North Staney Hill Community Association
  - 7.12 Resignation from LCC – Mr J A Stewart
8. Financial Report as at 29 January 2013
  - 8.1 LCC Main Annual Running Costs 2012-2013
  - 8.2 LCC Annual Grants & Projects 2012-2013
  - 8.3 LCC Grants & Projects 2012-2013
9. Applications for Financial Assistance
  - 9.1 Repair of Road – Lerwick Marina Users Association
  - 9.2 Ground Rent – Junior Up Helly Aa Galley Shed
  - 9.3 Replacement Safety Boat – Lerwick Boating Club
10. Road Traffic Order
  - 10.1 SIC (Various Roads, Shetland)(Parking Place for Disabled Persons Vehicle) (Revocation No 1) Order 2013 – Union Street
  - 10.2 SIC (Bruce Crescent, Lerwick)(Parking Place for Disabled Persons Vehicle) Order 2013
11. Licensing (Scotland) Act 2005
  - 11.1 Application for Provisional Premises Licence – Staneyhill Brewery Ltd
12. Planning Applications
  - 12.1 2013/019/PPF – Change of use from class 8 residential institutions to class 7 hotels and hostel, boarding and guest house – Leog House
13. Lerwick Planning Applications – January 2013
14. Any Other Business

**MONDAY 7 JANUARY 2013**

At a meeting of LERWICK COMMUNITY COUNCIL held in the Town Hall Chamber, Town Hall, Lerwick, at 7.00pm

**Members**

Mr W Spence	Mr J Anderson
Mr A Johnson	Mrs A Simpson
Mr A Carter	Mr D Ristori
Mr S McMillan	Ms K Fraser
Ms E Williamson	Mr A Henry
Mr E Knight	Mr L Angus
Ms A Westlake	

**Ex-Officio Councillors**

Cllr M Bell	Cllr A Wishart
-------------	----------------

**In Attendance**

Mrs K Semple, Clerk to the Council

**Chairman**

Mr J Anderson, Chairman to the Council presided.

01/13/01

**Circular**

The circular calling the meeting was held as read.

01/13/02

**Apologies for Absence**

Apologies for absence were received from Mr M Peterson, Mr S Hay, Cllr C Smith and Cllr J Wills.

01/13/03

**Minutes**

The minutes of the meeting held on 3 December were approved by Ms K Fraser and seconded by Mr A Carter.

01/13/04

**Business Arising from the Minutes**

**12/12/06 Town Hall Windows**

Cllr M Bell advised that 'a paper was on the way through', following which, there would be a joint seminar between Shetland Islands Council and Lerwick Community Council. He was unsure when this would take place but hoped that it would not be too long.

He further advised that, as a precautionary measure, bookings were not being taken, for the Town Hall, for a portion of 2014.

**12/12/13 New Housing Scheme – Staney Hill**

Miss K Fraser asked if Lerwick Community Council had received any communication from North Staney Hill Residents Association; she believed that the Association was in favour of 'Freehill'.

The Clerk replied that she was still awaiting a response but would chase things up.  
**(Action: Clerk of the Council)**

01/13/05

**Police Monthly Report – December 2012**

The Chairman stated that it was unfortunate that cutbacks within Northern Constabulary had meant the end to a police officer attending each meeting of Lerwick Community Council.

In relation to the report he commented that he was pleased to see that the detection rate, of over 74%, remained high.

Cllr A Wishart enquired if a request could be made for the figures provided, in subsequent reports, to be made comparable to that of the same time during the previous year.  
**(Action: Clerk of the Council)**

The Clerk was also asked to write for an update with regard to the Traffic Warden  
**(Action: Clerk of the Council)**

01/13/06

**For Approval – Draft Lighting Agreement, Clickimin Broch**

**6.1 Emails via LCC & SIC re Draft Lighting Agreement**

Noted

**6.2 Draft Agreement – Amended by Keir Marshall, Governance & Law, SIC**

Members agreed to accept the draft Clickimin Broch Floodlighting Agreement, with the inclusion of the amendments made by Keir Marshall, Governance & Law, SIC.

**(Action: Clerk of the Council)**

01/13/07

**LCC Wards**

**7.1 LCC Wards – Mrs A Cogle, Team Leader, Governance & Law, SIC**

Concern was raised that should Lerwick be split into wards, members of the public may feel inhibited if they thought they could only discuss their issue with a particular Community Council member; there could be many reasons why someone may want to choose who they wished to approach. It was thought there appeared no real advantage and there was some unease that it may be difficult to ensure an even balance of Community Council members in each ward.

In return, it was suggested that the public may find that they would receive improved assistance if they could go to a Community Councillor who has an enhanced understanding of the particular ward with which they are entrusted. It was also thought that as a consequence, it would provide much needed publicity for Lerwick Community Council.

Members agreed to review the issue nearer the next Community Council elections, due to take place at the end of 2014.



01/13/08 **LCC Website Link Costs – Shetland Daily**

It was agreed that the discounted quote was still too high.

The Clerk was asked to seek a quote for a link from Shetland News and, in addition, arrange for photographs of members, with their agreement, to be added to the site.

**(Action: Clerk of the Council)**

01/13/09 **Correspondence**

**9.1 Footballers Urinating Outdoors – Mr J Johnston, General Manager. Clickimin Leisure Complex**

Noted

**9.2 Footballers Urinating outdoors – Mr B Robertson, Secretary, Shetland Football Association**

Noted

**9.3 Serco Strike Action, Impact on the Community – Mr T Scott, MSP**

Cllr A Wishart stated that as far as he understood, there were continuing discussions between Serco and RMT.

**9.4 Serco Strike Action, Impact on the Community - Mr J Linklater, Customer Care Manager, Serco Northlink Ferries**

Noting Serco's proposed policy of having a variable muster list to reflect the volume of passengers travelling, concern was raised as to how Serco would handle a situation where there was an unexpected rush of passengers wishing to travel as a result of the cancellation of their flights.

The Chairman requested that Serco be written to, and quite pointedly asked, what contingency plans they had to cater for a large, unexpected, increase in the volume of passengers wishing to travel.

**(Action: Clerk of the Council)**

In addition, he requested that the Scottish Government be written to and asked what obligation had been laid on Serco, if any, to assist and provide transport for stranded air passengers, in the event of flights being cancelled owing to bad weather conditions.

**(Action: Clerk of the Council)**

Ms A Westlake raised concern that Serco had removed the requirement for passengers to provide photo ID, particularly in light of the recent seizure of a large quantity of drugs.

It was agreed that the Clerk of the Council should write to Chief Inspector A McInnes, Area Command, to enquire if they had found the requirement for photo ID on the ferry valuable and would they think it worth reinstating.

**(Action: Clerk of the Council)**

**9.5 Objection-2012/352/PPF New Observatory – Dawn Stewart, Planning Officer, Development Management, SIC**

Noted

**9.6 Additional Taxi Rank – Mr D Hepburn, Chairman, Taxi Owners Association**

Mrs A Simpson enquired if there were planning regulations for Taxi companies to ensure they had adequate parking facilities for their cars.

Mr L Angus responded that some firms contracted individuals to drive for them, using their own cars but displaying the company logo.

The Chairman put forward the initiative that as there was a possibility that the Viking Bus Station may be closed in order to save money; perhaps the Taxi Association could be invited to look after the building, allowing the toilets and waiting room to be kept open and existing services maintained.

It was agreed that the suggestion was worth further consideration. The Clerk of the Council was asked to write to Carl Symons, Acting Executive Manager, Buildings & Transport, SIC with regard to the proposal.

**(Action: Clerk of the Council)**

CLlr A Wishart asked if it could be that the Shetland Taxi Association may be seeing an opportunity following the letter from Lerwick Community Council; why had they not requested it themselves.

Mr D Ristori noted that Holmsgarth and the pier were the only places that Taxi's could legally wait and reiterated the need for an additional rank.

The Chairman mused if legislation could be put in place to allow taxi's to wait in off road bus stops, when bus runs were completed for the day.

**9.7 Street Lighting Review-Reduction Options – Mr D Coupe, Executive Manager, Roads, SIC**

Mr L Angus stated that only a relatively small amount of money would be saved; he did not see how it could be equated with the loss of lighting for the hours suggested.

CLlr M Bell advised that savings would be made on maintenance.

CLlr A Wishart assured members that although it was not a huge sum, small savings really mattered and they all added up; it was work in progress.

After discussion, there was some concern at the proposed removal of street lights on industrial estates, particularly with regard to the safety of pedestrians during business hours in winter. However, members agreed that the public should not have to pay for the lighting, and a suggestion was made that premises owners should be asked to cover the costs themselves.

Due to lack of information, which had been specifically requested, no definite comment was made with regard to part-night lighting, in the residential areas selected for trial. However it was decided that a request should be made for a breakdown of the projected savings to be made as a result of the proposed trial.

**(Action: Clerk of the Council)**

Ms A Westlake noted that the lights were left on in the Library until 11pm.

Miss K Fraser responded that the historic building was found worthy of lighting. The costs had been investigated and that they were not excessive.

**9.8 Proposed Windfarm, Hill of Tagdale – Mr A Ward, Evra Energy Ltd**

Having no site of plans, there was uncertainty as to whether the proposed windfarm was in the Lerwick Community Council ward or not. However, as it would at least be adjacent to, and impact on Lerwick to some degree, members agreed to welcome a presentation when Evra Energy Ltd was ready to provide one.

**9.9 Review of Traffic Management Schemes, Lerwick-Consultative Working Group – Mr D Coupe, Executive Manager, Roads, SIC**

Members were happy for the Chairman and Vice chairman to be primary and substitute member, respectively, on the Consultative Working Group.

**(Action: Clerk of the Council)**

**9.10 My Place Awards-Call for Nominations – Mr J Pelan, Director, The Scottish Civic Trust**

**Scottish Civic Trust My Place Award**

Mareel, Lerwick District Heating Scheme/SHEAP, Islesburgh Youth Hostel and Shetland Amenity Trust's Voar Redd Up were all put forward. By a show of hands they received two, one, two and eight votes respectively.

**(Action: Clerk of the Council)**

**Scottish Civic Trust My Place Civic Champion Award**

Members agreed to nominate Cecilia James for undertaking her own single handed 'Redd Up' of rubbish from the roadsides from Voe to Lerwick.

**(Action: Clerk of the Council)**

**9.11 Postal Charges – CC Letter from Mr A McMillan to Mr T Scott, MSP**

The Chairman advised that Kate Massie, Admin, ASCC was compiling examples of excessive postal charges. He asked for details of any incidences to be forwarded directly on to her or the Clerk of Lerwick Community Council.

In addition, the Chairman asked the Clerk of the Council to write to Alastair Carmichael MP, offering Lerwick Community Council's support and copy the letter to Tavish Scott MSP, and Kate Massie, ASCC.

**(Action: Clerk of the Council)**

01/13/10

**Financial Report as at 2 January 2013**

The Clerk advised that applications for grant funding would be considered at the next meeting of Lerwick Community Council; she was waiting for two applications to be returned.

The Chairman stated that he hoped that a quote for the proposed Heritage Place Names Map would also be available for discussion.

**(Action: Clerk of the Council)**

01/13/11

**Planning Applications**

**11.1 2012/378/PPF – Erect two storage units with external storage, Arlanda Industrial Estate**

No objections

**(Action: Clerk of the Council)**

**11.2 2012/383/PPF – Change of use of former ground floor restaurant to 2 residential flats, 17 Hillhead, Lerwick**

No objections

**(Action: Clerk of the Council)**

01/13/12 **Lerwick Planning Applications – December 2012**

Noted

01/13/13 **Any Other Business**

**Clickimin Campsite**

Mr D Ristori expressed his disappointment at the resulting loss of the Campsite, which he thought worked so well at Clickimin, due to the proposed siting of the new Anderson High School. He enquired if the use of the site could be seasonal or if it could be replaced with an alternative one.

Mr A Carter declared an interest as a 'keen Camper-vaner'. He advised that the campsite was highly thought of and that it had received a lot of national publicity.

There was a strong feeling among members that if the site had to be given up, an alternative, equally good, site should be sought.

Ms A Westlake noted that the loss of the campsite would have a detrimental effect on tourism, something Shetland could ill afford.

Cllr A Wishart added that the campsite had a lot of local use, and, if an alternative site proved viable, a private individual may consider running one.

The Chairman suggested that the land could be gifted to the Council and in return they could develop an alternative site.

Mrs E Williamson expressed concern for the trees which had been so carefully planted and cultivated and hoped that they would receive due consideration.

Mr E Knight could see no reason as to why Lerwick Community Council could not put in an objection to the loss of the campsite.

The Chairman did not dispute the concern but noted that 'we were faced with choices and had to prioritise'.

He suggested that a representation be made to Planning, SIC for a potential site to be included in the Local Development Plan.

**(Action: Clerk of the Council)**

In addition, he advised that he would raise the issue at the next meeting of the Local Project Team for the proposed new Anderson High School.

**Braefield Road Junction**

Mr D Ristori advised that there were road safety concerns driving into Braefield Road from the junction. He thought that widening the road, near number 20 would resolve the issue.

Cllr A Wishart advised that there were a number of projects on the list, estimated costs from £2,000 to £1,000,000, none were happening but it could be added on the list.

**(Action: Clerk of the Council)**

**New Year**

Ms A Simpson commented that, in the Market Cross, no clear indication of the New Year was heard by those present. She suggested that Lerwick Community Council could approach Living Lerwick with a view to work together in order to arrange some festivities to bring in the New

Year. She suggested live music or fireworks, something to mark the event like that which was done in years past.

**(Action: Clerk of the Council)**

**Retaining Wall**

Mr L Angus noted that the retaining wall, opposite the Widows Homes, was in a very poor condition and could become a safety issue if not addressed soon.

The Chairman asked the Clerk of the Council to write to Phil Crossland, Director, Infrastructure Services, SIC with regard to the issue.

**(Action: Clerk of the Council)**

There being no further competent business the meeting concluded at 8.50pm.

***Minute ends.***

MR J ANDERSON  
CHAIRMAN  
LERWICK COMMUNITY COUNCIL

**Chairman..... Date.....**

23rd January 2013

**Sent by Email****CONSULTATION ON THE DRAFT STRATEGIC POLICE PLAN**

The 1<sup>st</sup> April 2013 sees the start of a new era in policing with the establishment of a single service for Scotland. The Police and Fire Reform (Scotland) Act 2012 sets out the framework in which this new service will operate and creates the Scottish Police Authority (the Authority) and the Police Service of Scotland (Police Scotland). The Authority will maintain the police service and hold the Chief Constable to account on behalf of the Scottish people.

The Authority's main functions are to:

- maintain the Police Service;
- promote the policing principles;
- promote and support continuous improvement in the policing of Scotland;
- keep under review the policing of Scotland;
- hold the Chief Constable to account for the policing of Scotland.

The Strategic Police Plan must provide a clear strategic direction to policing in Scotland which will form the basis for the Chief Constable to develop specific activities to deliver the outcomes described in the Strategic Police Priorities. Alongside the development of the plan, the Authority will also undertake an Equality Impact Assessment (EQIA) to ensure that the implementation of our objectives positively contributes to a more equal society through advancing equality and good relations in all that we do.

As an Authority we are committed to stakeholder and community engagement. We view this consultation process as just one of a number of ways in which we will fulfil that commitment – but an important one.

The objectives this draft Strategic Police Plan describes are firmly anchored to the Strategic Police Priorities which are being set by the Scottish Government and for which consultation concluded on 10<sup>th</sup> January. They also aim to ensure that the three benefits of police reform are realised through the creation of a more efficient and effective service, strengthening engagement with communities and ensuring that local priorities are delivered while increasing access to national services and expertise.

# Scottish Police Authority

The Authority has worked closely with Police Scotland during the development of the Strategic Police Plan to ensure that there is consistency and alignment at each stage in the planning process. It is also important that all of our stakeholders, both at national and local levels, have an opportunity to engage in the development process and we, therefore, encourage you to share your thoughts on the draft plan. In particular:

1. Is there anything which you think is missing from the plan? If so, please give details.
2. Is there anything which you think should be removed from the plan? If so, please give details.
3. Do you have any other comments on the plan? If so, please give details.

Comments on the draft Strategic Police Plan should be submitted **no later than Friday 22 February 2013** to [StrategicPolicePlan@spsa.pnn.police.uk](mailto:StrategicPolicePlan@spsa.pnn.police.uk) or to:

Strategic Police Plan Consultation  
Scottish Police Authority  
Elphinstone House  
65 West Regent Street  
GLASGOW  
G2 2AF

The final draft of the Strategic Police Plan will be submitted to Scottish Ministers for approval, published, together with the EQIA, and then laid before Parliament by the end of March 2013.

The Act states that the Authority must review the Strategic Police Plan at least once every three years. However, the Authority has made a commitment to review this first Strategic Police Plan within 12 months. This will ensure that focus is maintained on the priorities and objectives within the Plan and any necessary adjustments made, and that both the Authority and Police Scotland are engaged in activities that will achieve the intended outcomes. This also reflects the fact that both the Authority and the Police Service are new organisations, making an early review of strategy particularly appropriate.

# Scottish Police Authority

We are very keen to hear your views and appreciative of your taking the time to share them with us. Please feel free to pass this letter and draft Strategic Police Plan onto any other people who you believe would be interested in taking part in the consultation.

Yours Sincerely,

A handwritten signature in black ink, appearing to read 'Vic Emery', with a stylized flourish at the end.

**Vic Emery OBE**  
**Chair, Scottish Police Authority**

Enc



NOT PROTECTIVELY MARKED

**Scottish  
Police  
Authority**

**Draft**  
**STRATEGIC POLICE PLAN**

NOT PROTECTIVELY MARKED

NOT PROTECTIVELY MARKED

DRAFT

## The Authority's Vision

**The Scottish Police Authority and the Police Service of Scotland working with partners and communities to improve the safety and well-being of the people of Scotland.**

DRAFT

## **Foreword**

This plan sets the strategic direction for both the Police Service of Scotland and the Scottish Police Authority. Scotland is a rich and diverse country with many different communities. We are here to serve them all.

Recorded crime is at a 37 year low and we have a highly professional Police Service. This gives us a sound foundation on which to drive improvement and embrace new challenges and opportunities. This Strategic Police Plan explains the path we will take to make those improvements, meet the challenges and take the opportunities. We will measure our progress against the objectives within it.

The 1<sup>st</sup> April 2013 sees the start of a new era in policing with the establishment of a single Police Service for Scotland. The Police and Fire Reform (Scotland) Act 2012 sets out the framework within which this new service will operate and creates two organisations which will work together to provide policing for the Scottish people - the Police Service of Scotland and the Scottish Police Authority (the Authority). The Authority will maintain the Police Service and hold the Chief Constable to account for the policing of Scotland.

The delivery of policing can be improved through having a single Police Service. The more specialist and support services we can share on a national basis, the more effectively the police can serve local communities and meet local needs. Against a backdrop of reduced funding, police reform also provides the opportunity to make necessary efficiencies. Policing remains an integral part of a wider civic landscape and the Authority will work in partnership across the public, private and third sectors with all those involved in delivering greater integration of services.

Our obligation is to review this plan at least every three years. However, as a new Authority, holding a new Chief Constable to account, we recognise a particular need to keep our strategy under review. We must keep focused on the priorities and goals we have set and, if necessary, be prepared to adjust the path to them, and the way we measure our progress, in light of practical experience. For this reason, we intend to carry out our first strategic review within a year of publication. We are committed to regular dialogue with all our stakeholders and this will inform that review.

Overall, our enduring aim is to ensure that the people of Scotland get the best Police Service possible.

**Vic Emery**  
**Chair**  
**Scottish Police Authority**

## The Role of the Scottish Police Authority

The Scottish Police Authority has been established by the Police and Fire Reform (Scotland) Act 2012 (the Act). The main functions of the Authority are detailed in Section 2 of the Act.

### **Section 2 (1): Functions of the Authority**

The Authority's main functions are to –

- (a) maintain the Police Service;
- (b) promote the policing principles set out in section 32;
- (c) promote and support continuous improvement in the policing of Scotland;
- (d) keep under review the policing of Scotland;
- (e) hold the Chief Constable to account for the policing of Scotland.

In summary, the Authority's main purpose is to support policing in Scotland by ensuring the provision of appropriate resources to the Chief Constable and holding the Chief Constable to account for operational performance and financial expenditure.

The Authority will carry out these functions in a way that is proportionate, accountable, transparent and consistent with good governance. Specifically, this includes, like other public bodies in Scotland, a duty to secure Best Value with the public money for which it is responsible.

The Authority is committed to continuous improvement in all that it does and will follow and promote core values of Accountability, Integrity and Respect in the achievement of its aims and objectives.

## Context

This plan has been prepared against the backdrop of a complex policing and public sector landscape in Scotland. It builds on the Scottish Government's Strategic Police Priorities and will both inform and be informed by the Annual Police Plan and the Local Police Plans currently being developed across Scotland.



## Police Reform

Police reform involves the biggest changes to policing in Scotland for a generation. The Police and Fire Reform (Scotland) Act 2012 restructures policing, creating a single Police Service for Scotland, maintained by the Scottish Police Authority which holds the Chief Constable to account for delivery of police services in Scotland, but it also does much more than that. The Policing principles in Section 32 of the Act change the stated role of the Police Service from the “guard, patrol and watch” of the Police (Scotland) Act 1967 to a much broader role of improving “the safety and well-being of persons, localities and communities in Scotland”.

### **Section 32: Policing principles**

The Policing principles are that —

- (a) the main purpose of policing is to improve the safety and well-being of persons, localities and communities in Scotland, and
- (b) the Police Service, working in collaboration with others where appropriate, should seek to achieve that main purpose by policing in a way which —
  - (i) is accessible to, and engaged with, local communities, and
  - (ii) promotes measures to prevent crime, harm and disorder.

The Scottish Government's aims of reform include protecting and improving local policing services, making specialist services available to all communities and strengthening the connection between the Police Service and communities.

### **Scottish Government Aims of Reform**

- To protect and improve local services, despite financial cuts, by stopping duplication of support services and not cutting the frontline.
- To create more equal access to specialist support and national capacity – like murder investigation teams, firearms teams and flood rescue – where and when they are needed.
- To strengthen the connection between police services and communities by creating a new formal relationship with all 32 local authorities, creating opportunities for many more locally elected members to have a formal say in police services in their areas, and better integrating with community planning partnerships.

Police reform is also intended to strengthen local and national accountability, while retaining respect for local distinctiveness.

## **The Reform Landscape**

These changes to policing are taking place at the forefront of wider reforms to the public sector as a whole. Opportunities include the potential for increased partnership working – across the Justice sector in line with the Justice Strategy, but also across the wider public sector. This will draw on the current efforts to strengthen community planning and a renewed commitment to working together to deliver joint outcomes, and will be facilitated by effective liaison between the Authority and local authorities. We are also clear that prevention is better than cure. These are areas where the Police Service already works well but the Act, and the new structures and roles coming out of it, facilitate and enable further progress.

In policing itself, recorded crime is at its lowest level for 37 years while officer numbers have been maintained in the face of the economic challenges. However, policing continues to face significant challenges, including the 2014 Commonwealth Games, violence reduction, hate crime and cyber crime. Opportunities include the potential for improved information sharing and more equitable access to specialist services.

DRAFT



## Strategic Objectives and Performance Measures

As a modern and effective public body, the Authority will ensure that everything we do contributes to the Scottish Government's National Purpose of creating a more successful country with opportunities for all to flourish through sustainable economic growth. The strategic objectives are aligned to this purpose and firmly embedded in the Strategic Police Priorities, and will support and contribute to National Outcomes.

This plan sets out the Authority's aims and objectives for policing. Achievement of these aims and objectives depends not only on our own staff and those of the Police Service of Scotland, but on forging effective partnerships with communities, including communities of interest, and key organisations across the public, private and third sectors that maximise outcomes and minimise public sector costs.

We have identified seven key objectives in support of our aims. These objectives focus our efforts on the key outcomes that we believe are necessary to be successful and discharge our functions effectively.

The detail on what we will deliver, and how, for each objective will be articulated in the Authority Business Plan and Annual Police Plan. The Authority will establish a robust performance management framework and we will hold the Chief Constable to account for the Police Service of Scotland's delivery of the Annual Police Plan against these objectives. The Authority will, in turn, be accountable to Scottish Ministers.

At the end of each financial year, the Authority will prepare a report on performance and progress towards achievement of the strategic objectives. This report will contain an assessment of the Authority's performance in carrying out its functions as well as an assessment of the Police Service of Scotland's performance. It will both promote success and challenge performance should it fall short, so that the public has a true and balanced view of the service they receive. This report will be presented to Scottish Ministers and laid before Parliament.

**STRATEGIC PRIORITY 1 : *Make communities safer and reduce crime by demonstrating pioneering approaches to partnership and collaboration at a national and local level.***

*Actively support a decisive shift towards prevention by promoting evidence based preventative practice and effective partnerships which make the most of collective resource, knowledge and expertise, especially around reducing violence, substance misuse, promoting better outcomes for young people who offend and protecting children, young people and vulnerable adults.*

**STRATEGIC OBJECTIVE 1 : WORK IN PARTNERSHIP TO IMPROVE SAFETY FOR THE CITIZENS OF SCOTLAND AND REDUCE CRIME (Supports National Outcome 5, 8 and 9)**

The Authority will provide appropriate support to the Police Service of Scotland in its delivery of services and promote innovative, evidence-based, preventative approaches to policing tailored to local needs.

**STRATEGIC OBJECTIVE 2 : ENSURE THAT ALL COMMUNITIES, INCLUDING THE MOST VULNERABLE, HAVE ACCESS TO THE POLICE SERVICE AND ARE GIVEN THE SUPPORT THEY NEED TO FEEL SAFE(Supports National Outcome 5, 8 and 9)**

The Authority will hold the Chief Constable to account for the development and agreement, based on understanding local needs, of policing plans covering all 32 local authorities. It will also hold the Chief Constable to account for the effective implementation of these plans through local and national partnership, and collaboration between the Police Service of Scotland and the public, private and third sectors.

<p><b><u>STRATEGIC PRIORITY 2</u> : <i>Strengthen Scotland's reputation as a successful and safe country by demonstrating excellence in effectively planning for and responding to national events and threats.</i></b></p>
<p><i>Work across national, international and organisational boundaries to ensure a safe and secure Commonwealth Games; contribute effectively to multiagency arrangements to deal with emergencies; and minimise threats to our communities more generally.</i></p>
<p><b>STRATEGIC OBJECTIVE 3 : ENHANCE SCOTLAND'S GLOBAL REPUTATION AS A SAFE PLACE</b> <b>(Supports National Outcome 9, 11)</b></p>
<p>The Authority will support the Police Service of Scotland in its work to prevent the most serious types of crimes from happening in Scotland and ensure that the Police Service of Scotland is adequately equipped to deal with major events, emergencies and threats effectively. Where appropriate, this experience and best practice will be shared with others.</p>
<p><b>STRATEGIC OBJECTIVE 4 : ENSURE THAT THERE IS EQUITABLE ACCESS TO SERVICES ACROSS ALL OF SCOTLAND'S COMMUNITIES</b> (Supports National Outcome 9, 11)</p>
<p>The Authority will scrutinise the implementation of local police plans and the use of specialist support services.</p>
<p><b><u>STRATEGIC PRIORITY 3</u> : <i>Provide an efficient, effective service and deliver the benefits of reform</i></b></p>
<p><i>Deliver the three benefits of reform and work with others to ensure that the criminal justice system is fair and accessible, cost effective and efficient.</i></p>
<p><b>STRATEGIC OBJECTIVE 5 : DELIVER THE BENEFITS OF REFORM EFFECTIVELY AND EFFICIENTLY</b> <b>(Supports National Outcome 16)</b></p>
<p>The Authority will develop and implement a performance framework to enable monitoring of detailed strategic and operational level plans in conjunction with the Chief Constable. This will include the adoption of evidence-based standardised approaches to service delivery and the sharing of best practice.</p>

**STRATEGIC PRIORITY 4 : *Make communities stronger by increasing public confidence and reducing fear of crime, making the new Police Service of Scotland an exemplar of visible and responsive policing***

*Ensure that victims, witnesses and communities experience positive engagement with the police by providing inspirational leadership and embedding a culture, identity and values which provide a highly skilled and motivated workforce to deliver improved local services with the consent and involvement of communities.*

**STRATEGIC OBJECTIVE 6 : INCREASE PUBLIC CONFIDENCE IN THE POLICE SERVICE BY UNDERSTANDING AND RESPONDING TO THE PARTICULAR NEEDS OF SCOTLAND'S DIVERSE COMMUNITIES (Supports National Outcome 7, 9, 11, 13, 16)**

The Authority will have clear understanding of policing issues and challenges from talking to communities, including communities of interest, listening to what they say about how their local policing plans are being implemented, how the Police Service of Scotland is performing, and by championing a culture where local police are open, visible and accessible.

**STRATEGIC OBJECTIVE 7 : PROMOTE A CULTURE OF EXCELLENCE (Supports National Outcome 7, 9, 11, 13, 16)**

The Authority will promote this through the development of a culture of continuous improvement and by demonstrating and supporting development of leadership behaviours that reflect this aspiration.

- National Outcome 5: Our children have the best start in life and are ready to succeed.
- National Outcome 7: We have tackled the significant inequalities in Scottish society.
- National Outcome 8: We have improved the life chances for children, young people and families at risk.
- National Outcome 9: We live our lives safe from crime, disorder and danger.
- National Outcome 11: We have strong, resilient and supportive communities where people take responsibility for their own actions and how they affect others.
- National Outcome 13: We take pride in a strong, fair and inclusive national identity.
- National Outcome 16: Our public services are high quality, continually improving, efficient and responsive to local people's needs.

Full details about the Scottish Government's National Performance Framework can be found at: <http://www.scotland.gov.uk/About/Performance/scotPerforms>

## Financial Resources

Policing in Scotland is funded from a variety of sources. The key elements of central government funding are set out below. They include funding for the Authority, most of which will in turn be allocated by the Authority to the Police Service of Scotland in line with the Annual Police Plan and related plans for expenditure. In addition, the Scottish Government provides funding for the pensions of retired police officers and additional funding for aspects of policing through the Police Central Government budget.\*

The Authority's draft budget was published on 20 September 2012 as part of the overall Scottish Government draft budget for 2013/14 and spending plans for 2014/15. The draft SPA budget is £1,085.5m in 2013/14 and £1,040.6m in 2014/15. This already reflects the savings expected through police reform: £42m in 2013/14 and £88m in 2014/15. The expected savings to be realised through police reform then rise to £109m in 2015/16. The budget includes some capital funding for the purchase of buildings, vehicles, uniforms, other equipment and ICT.

### Police-Related Funding 2013/14 and 14/15

<b>SPA FUNDING</b>	2013/14 (£million)	2014/15 (£million)
SPA REVENUE BUDGET	1,067.2	1,015.4
SPA CAPITAL BUDGET	18.3	25.2
<b>INCLUDES ASSUMED REFORM SAVINGS OF</b>	41.8	88.2
<b>OTHER POLICE FUNDING</b>		
POLICE CENTRAL GOVERNMENT*	115.8	106.1
POLICE OFFICER PENSIONS	231.0	249.6
<b>TOTAL</b>	<b>1,432.3</b>	<b>1,396.3</b>

\*The main uses of the Police Central Government budget in 2013/14 are to fund the capital costs of the Gartcosh Crime Campus, the Scottish element of the police Airwave communications infrastructure and network, the Police Investigation and Review Commissioner and the costs of police reform during 2013/14 (VAT and one-off costs – maximum £63.3m).

## **Scottish Police Authority Members**

The Authority has 13 Members in total, comprising a Chair who was appointed in September and 12 Members who were appointed in October 2012. All appointments are for a period of up to 4 years.

Membership is follows:

Moi Ali  
Brian Barbour  
Vic Emery (Chair)  
Jeane Freeman  
Graham Houston  
David Hume  
Morag McLaughlin  
Paul Rooney  
Ian Ross  
Lisa Tennant  
Iain Whyte  
Robert Wilson  
Douglas Yates

## **Publication of the Strategic Police Plan**

The Authority is committed to publishing a full Gaelic version of the plan by the end of June 2013. We will also offer translation of the plan into other languages in line with Scottish Government guidance.

## **Equality Impact Assessment**

The Authority will undertake an Equality Impact Assessment (EQIA) to ensure that the implementation of our objectives positively contributes to a more equal society through advancing equality and good relations in all that we do. This document will be published with the plan.



Executive Manager: Dave Coupe  
Director: Phil Crossland

Owner/Occupier  
1 Sands of Sound  
Lerwick  
ZE1 0SZ

Our Ref: NH/SMG/R/C9  
Your Ref:

Dear Sir/Madam

## Streetlighting Review: Lighting Reduction Options

A review of the Council's Streetlighting policy was approved at a special meeting of Shetland Islands Council on 9<sup>th</sup> February 2012. The aim was to produce a policy that manages the reduction of street lighting through risk assessment so as to retain lighting at locations where it is most needed. The policy would also aim to reduce streetlighting during the hours of darkness, when vehicles and pedestrians are least likely to be present.

A series of meetings to discuss the future of streetlighting provision was held with the general public, stakeholders and Community Councils between 13 and 30 June 2012. A total of six options were presented at these meetings.

Shetland Islands Council approved two of these options on 31st October 2012. These were the complete removal of streetlighting circuits and part-night lighting. The latter is the fitting of time clock controls to existing streetlights in order to reduce the hours of lighting by switching off the lights between midnight and 6.00am when they are less needed. This is the saving method proposed for the streetlighting at Sands of Sound.

There could be disadvantages with the reduction of streetlighting. It is crucial that savings made by the Council are not just transferred to wider society. Therefore, prior to the introduction of any lighting reduction scheme a risk assessment and public consultation exercise must be undertaken. A copy of the assessment for Sands of Sound is enclosed for your information.

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

Item 6.1

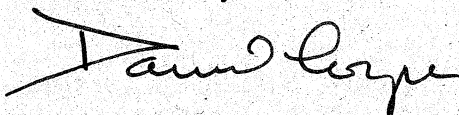
RECEIVED

Telephone: 01595 744866 28 JAN 2013  
Fax: 01595 744879  
roads@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
Neil Hutcheson  
Direct Dial: 01595 744882  
Date: 24 January 2013

I would appreciate your comments on these proposals, particularly if any risks or hazards have been omitted from the risk assessment. Please reply to Neil Hutcheson at the above address prior to 28 February 2013. Neil should also be contacted with any queries you may have regarding the proposals.

Yours faithfully



Executive Manager, Roads

[HL01241302.doc]

Enc.

Cc. Councillor Cecil L Smith, Faravel, Boust, Sandness, ZE2 9PL  
Councillor Peter Campbell, 8 Sandyloch Drive, Lerwick, ZE1 0SR  
Councillor Amanda Westlake, 60 St Olaf Street, Lerwick, ZE1 0EN  
Councillor Jonathan Wills, Sundside, Bressay, ZE2 9ER  
Lerwick Community Council



Assessment No: NH 5



**SHETLAND ISLANDS COUNCIL – ROADS SERVICE**

Sheet: 1 of 1

Scheme type: Part-Night

**RISK ASSESSMENT FOR STREET LIGHTING REDUCTION**

Date: 11 Jan 2013

Location: Sands o' Sound,  
Lerwick

Assessor: Neil Hutcheson

Designation: Team Leader

Signature: *N. Hutcheson*

Hazard	Risk, Cause and Effect	Score Before Control			Control Measures	Score After Control		
		A	B	C		A	B	C
Road edge rather than junction markings opposite No 1	Risk of vehicle collision	2	2	4	Replace edge markings with junction markings including give way triangle	1	2	2
Near Sound School but reduction in lighting would not affect route to school	None							
No traffic calming	None							
Not near hospital	None							
No bus stops	None							
No potholes, damaged kerbs or other defects	None							

**NOTES:**

Supervisor Signature: .....

Supervisor Print: .....

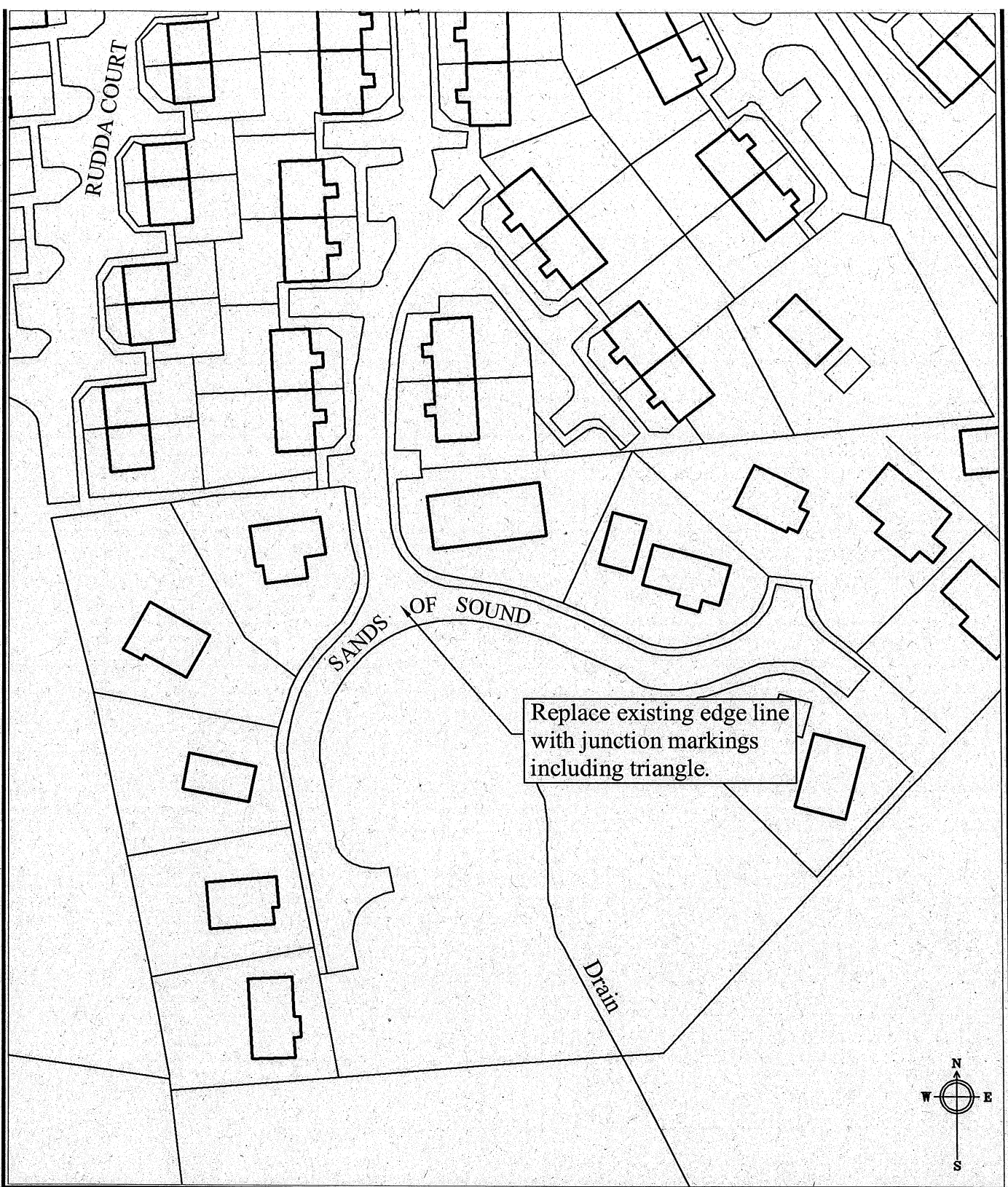
A	
Score	Likelihood of Occurrence
1	Very Unlikely
2	Unlikely
3	Likely
4	Very Likely
5	Certain

**X**

B	
Score	Severity of Consequence
1	Negligible/Very Minor
2	Minor injury
3	Injury over 3 lost days
4	Major injury
5	Fatality highly probable

**=**

C		
Score	Risk Factor	
	Trivial to Minor	
5-8	Acceptable	
9-15	Substantial	<b>WORK MUST NOT PROCEED</b>
16-25	Unacceptable	



Scheme:  
**Lighting Reduction  
 Risk Assessment**

Title:  
**Sands o' Sound,  
 Lerwick: Part-Night**

**Shetland Islands Council**

Roads Service  
 Department of Infrastructure Services  
 Gremista, Lerwick, Shetland



Tel: 01595 744866 Fax: 01595 744869

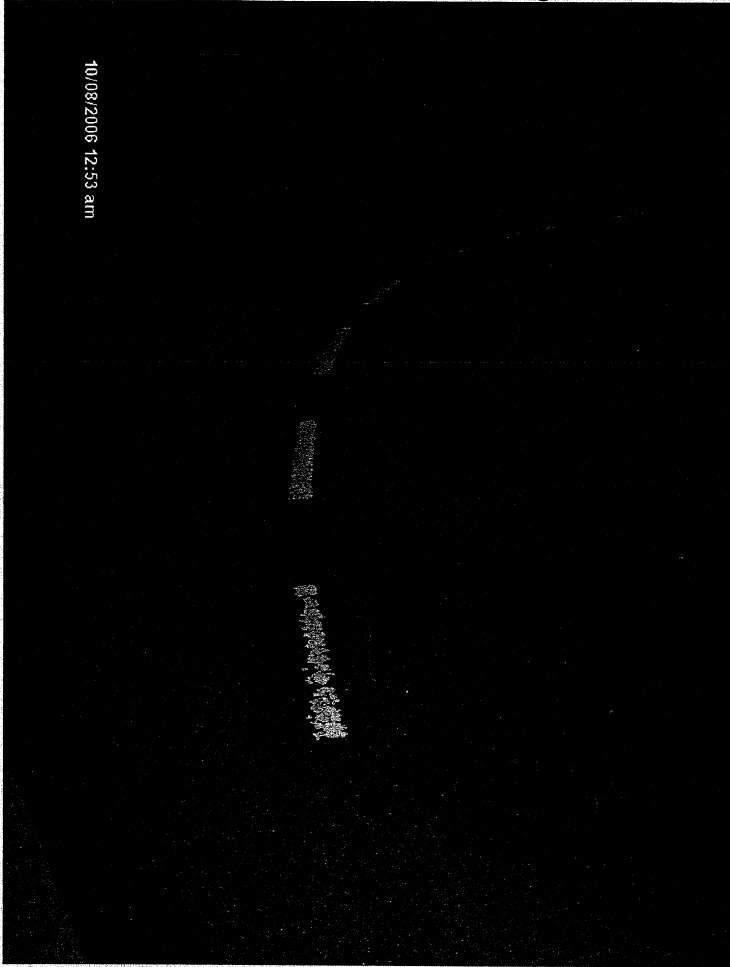
Date: 11 Jan 13	Drawn: N.E.H.	Checked:	Scale: 1:1,250
--------------------	------------------	----------	-------------------

Drg No:  <b>NH 5</b>	Rev:
----------------------------	------

SHETLAND ISLANDS COUNCIL – ROADS SERVICE

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Replace Edge Line with Junction Markings





Executive Manager: Dave Coupe  
Director: Phil Crossland

Owner/Occupier  
19 Westerloch Drive  
Lerwick  
ZE1 0GD

Our Ref: NH/SMG/R/C9  
Your Ref:

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

## Item 6.2

Telephone: 01595 744866  
Fax: 01595 744879  
roads@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
Neil Hutcheson  
Direct Dial: 01595 744882  
Date: 24 January 2013

**RECEIVED**

28 JAN 2013

Dear Sir/Madam

### Streetlighting Review: Lighting Reduction Options

A review of the Council's Streetlighting policy was approved at a special meeting of Shetland Islands Council on 9<sup>th</sup> February 2012. The aim was to produce a policy that manages the reduction of street lighting through risk assessment so as to retain lighting at locations where it is most needed. The policy would also aim to reduce streetlighting during the hours of darkness, when vehicles and pedestrians are least likely to be present.

A series of meetings to discuss the future of streetlighting provision was held with the general public, stakeholders and Community Councils between 13 and 30 June 2012. A total of six options were presented at these meetings.

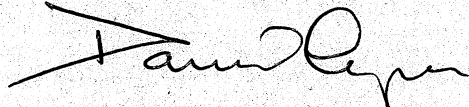
Shetland Islands Council approved two of these options on 31st October 2012. These were the complete removal of streetlighting circuits and part-night lighting. The latter is the fitting of time clock controls to existing streetlights in order to reduce the hours of lighting by switching off the lights between midnight and 6.00am when they are less needed. This is the saving method proposed for the streetlighting at the north end of Westerloch.

There could be disadvantages with the reduction of streetlighting. It is crucial that savings made by the Council are not just transferred to wider society. Therefore, prior to the introduction of any lighting reduction scheme a risk assessment and public consultation exercise must be undertaken. A copy of the assessment for the north end of Westerloch is enclosed for your information.



I would appreciate your comments on these proposals, particularly if any risks or hazards have been omitted from the risk assessment. Please reply to Neil Hutcheson at the above address prior to 28 February 2013. Neil should also be contacted with any queries you may have regarding the proposals.

Yours faithfully



Executive Manager, Roads

[HL01241304.doc]

Enc.

Cc. Councillor Cecil L Smith, Faravel, Bousta, Sandness, ZE2 9PL  
Councillor Peter Campbell, 8 Sandyloch Drive, Lerwick, ZE1 0SR  
Councillor Amanda Westlake, 60 St Olaf Street, Lerwick, ZE1 0EN  
Councillor Jonathan Wills, Sundside, Bressay, ZE2 9ER  
Lerwick Community Council



Scheme type: Part-Night

**RISK ASSESSMENT FOR STREET LIGHTING REDUCTION**

Date: 14 Jan 2013

Location: Westerloch Drive, Brae, Crescent, Terrace and Andrewston, Lerwick

Assessor: Neil Hutcheson

Designation: Team Leader

Signature: *N. Hutcheson*

Hazard	Risk, Cause and Effect	Score Before Control			Control Measures	Score After Control		
		A	B	C		A	B	C
Junction markings at Westerloch Brae/Crescent junction are in poor condition. 30 mph limit at this location.	Risk of vehicle collision	2	2	4	Reinstate road markings	1	2	2
Edge line markings at foot of Andrewstown Brae are faded	Risk of vehicle "overshoot" into Clickimin footpath area	2	2	4	Reinstate road markings	1	2	2
Narrow footpath on Westerloch Drive, only 0.9m wide	Risk of collision with pedestrians if vehicles drive too near to kerbline	2	3	6	None other than retain lighting. However, vehicle speeds are generally low.	2	3	6
Crossing point at foot of Andrewstown Brae to Clickimin footpath	Risk of collision with pedestrians. Nearest column to crossing currently obscured by evergreen trees	2	3	6	Install "pedestrians in road ahead" warning sign	1	3	3
No traffic calming	None							
Not near hospital	None							
No bus stops	None							
Steel plate on manhole and broken concrete toby cover in Andrewstown Brae	Risk of pedestrian trips	2	2	4	Take up and replace with new manhole and toby cover	0	0	0
Cracked concrete manhole cover in Westerloch Drive	Risk of pedestrian trips	2	2	4	Replace with new manhole cover	0	0	0
Defective kerbs in east kerb to south of cul-de-sac	Risk of pedestrian trips	2	2	4	Take up and spot replace damaged kerbs	1	2	2

**NOTES:**

Supervisor Signature: .....

Supervisor Print: .....

A	
Score	Likelihood of Occurrence
1	Very Unlikely
2	Unlikely
3	Likely
4	Very Likely
5	Certain

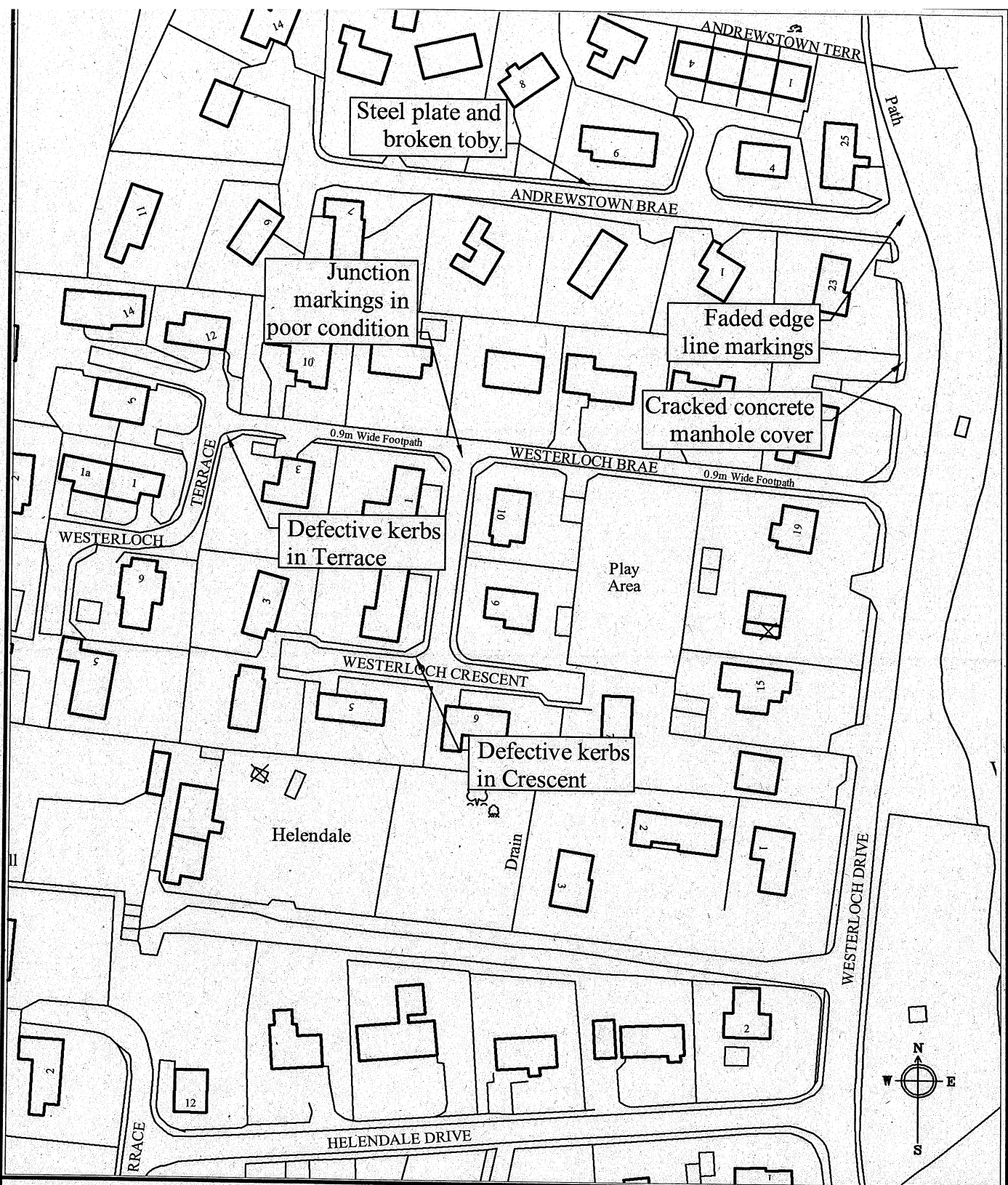
X

B	
Score	Severity of Consequence
1	Negligible/Very Minor
2	Minor injury
3	Injury over 3 lost days
4	Major injury
5	Fatality highly probable

=

C	
Score	Risk Factor
1-4	Trivial to Minor
5-8	Acceptable
9-15	Substantial
16-25	Unacceptable

**WORK  
MUST  
NOT  
PROCEED**



Scheme:  
**Lighting Reduction  
 Risk Assessment**

# Shetland Islands Council

Roads Service  
 Department of Infrastructure Services  
 Gremista, Lerwick, Shetland



Tel: 01595 744866 Fax: 01595 744869

Title:  
**Westerloch Drive  
 Terrace, Brae &  
 Andrewstown:Part-Night**

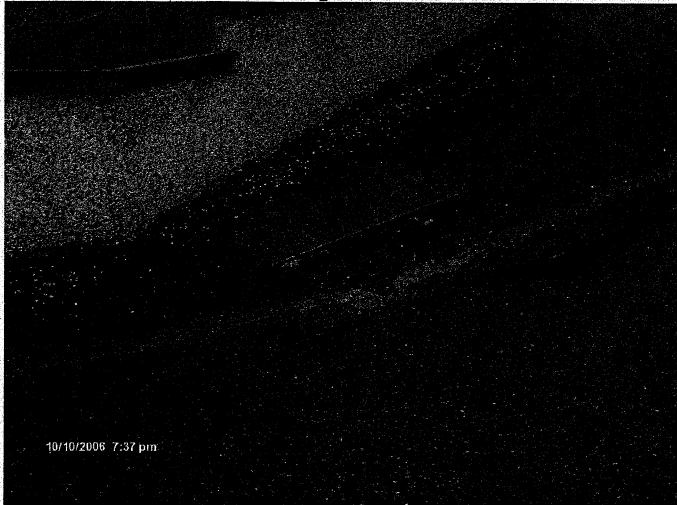
Date: 11 Jan 13	Drawn: N.E.H.	Checked:	Scale: 1:1,250
Drg No: <b>NH 8</b>			Rev:



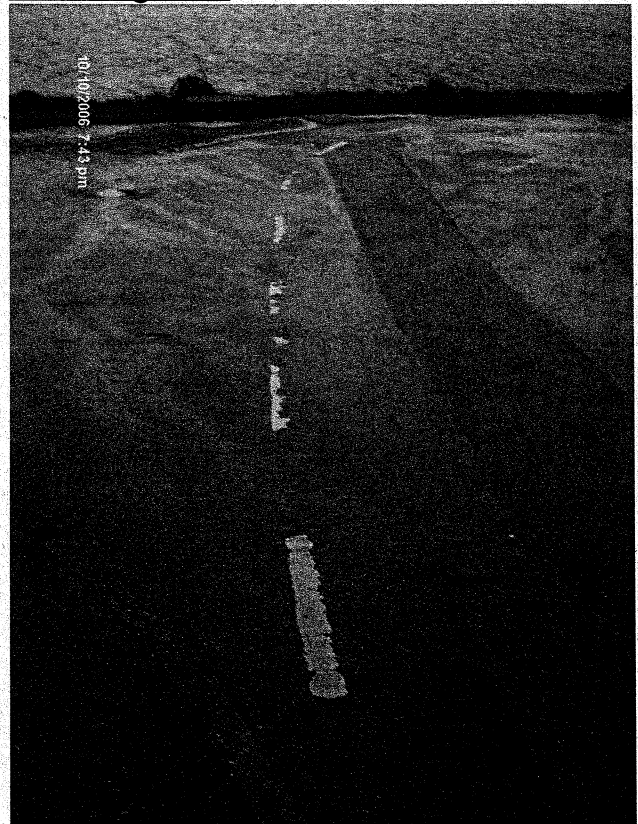
SHETLAND ISLANDS COUNCIL – ROADS SERVICE

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

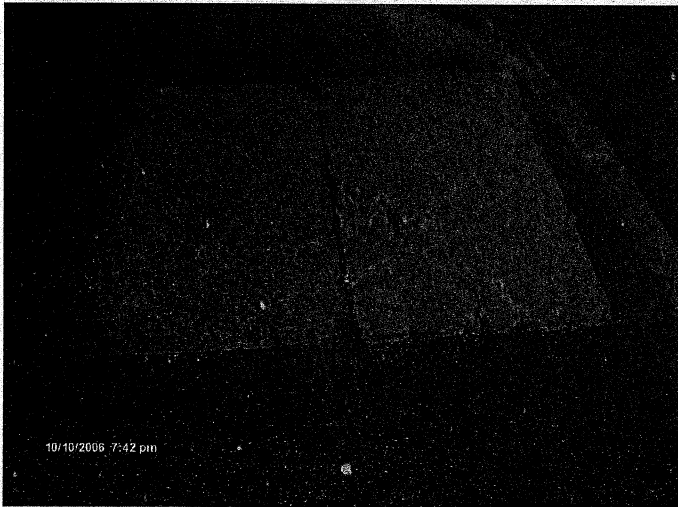
Defective Kerb to be Replaced



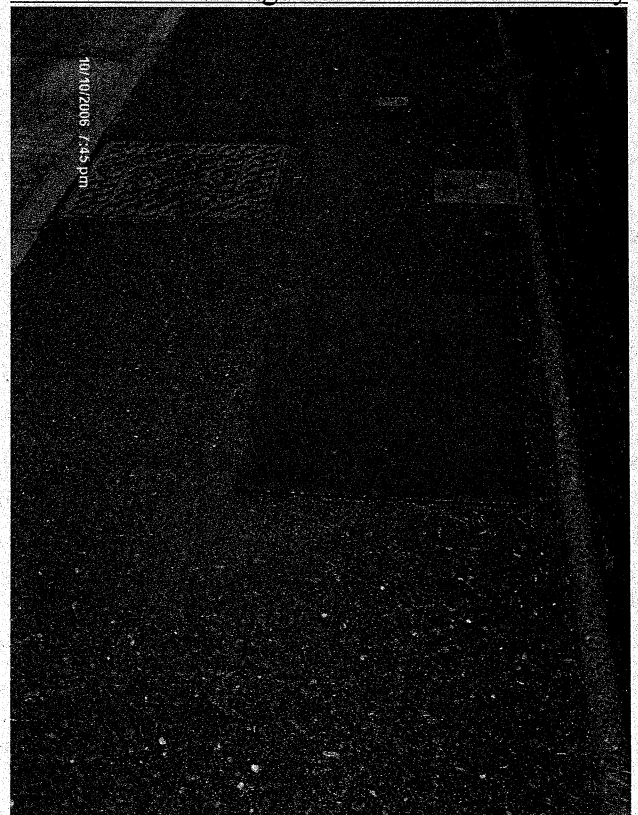
Faded Edge Line



Cracked Concrete Manhole



Steel Plate Covering Manhole & Cracked Topy







Executive Manager: Dave Coupe  
Director: Phil Crossland

Owner/Occupier  
53 Nederdale  
Lerwick  
ZE1 0SB

Our Ref: NH/SMG/R/C9  
Your Ref:

Dear Sir/Madam

## Streetlighting Review: Lighting Reduction Options

A review of the Council's Streetlighting policy was approved at a special meeting of Shetland Islands Council on 9<sup>th</sup> February 2012. The aim was to produce a policy that manages the reduction of street lighting through risk assessment so as to retain lighting at locations where it is most needed. The policy would also aim to reduce streetlighting during the hours of darkness, when vehicles and pedestrians are least likely to be present.

A series of meetings to discuss the future of streetlighting provision was held with the general public, stakeholders and Community Councils between 13 and 30 June 2012. A total of six options were presented at these meetings.

Shetland Islands Council approved two of these options on 31st October 2012. These were the complete removal of streetlighting circuits and part-night lighting. The latter is the fitting of time clock controls to existing streetlights in order to reduce the hours of lighting by switching off the lights between midnight and 6.00am when they are less needed. This is the saving method proposed for the streetlighting at Nederdale.

There could be disadvantages with the reduction of streetlighting. It is crucial that savings made by the Council are not just transferred to wider society. Therefore, prior to the introduction of any lighting reduction scheme a risk assessment and public consultation exercise must be undertaken. A copy of the assessment for Nederdale is enclosed for your information.

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

Item 6.3

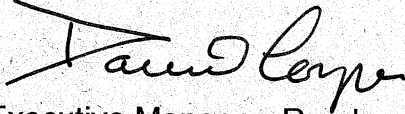
Telephone: 01595 744866  
Fax: 01595 744879  
roads@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
Neil Hutcheson  
Direct Dial: 01595 744882  
Date: 24 January 2013

RECEIVED  
28 JAN 2013

I would appreciate your comments on these proposals, particularly if any risks or hazards have been omitted from the risk assessment. Please reply to Neil Hutcheson at the above address prior to 28 February 2013. Neil should also be contacted with any queries you may have regarding the proposals.

Yours faithfully



Executive Manager, Roads

[HL01241303.doc]

Enc.

Cc. Councillor Cecil L Smith, Faravel, Bousta, Sandness, ZE2 9PL  
Councillor Peter Campbell, 8 Sandyloch Drive, Lerwick, ZE1 0SR  
Councillor Amanda Westlake, 60 St Olaf Street, Lerwick, ZE1 0EN  
Councillor Jonathan Wills, Sundside, Bressay, ZE2 9ER  
Lerwick Community Council

Assessment No: NH 7



**SHETLAND ISLANDS COUNCIL – ROADS SERVICE**

Sheet: 1 of 1

Scheme type: Part-Night

**RISK ASSESSMENT FOR STREET LIGHTING REDUCTION**

Date: 14 Jan 2013

Location: Norderdale (Nos 53-106),  
Lerwick

Assessor: Neil Hutcheson

Designation: Team Leader

Signature: *N. Hutcheson*

Hazard	Risk, Cause and Effect	Score Before Control			Control Measures	Score After Control		
		A	B	C		A	B	C
Insufficient lighting at junction	Risk of vehicle collision when lighting off	2	2	4	Install new column on Nedersund Rd or feed existing Norderdale column from Sandvein circuit	1	2	2
Crossing point at junction with Nedersund Rd	Risk of collision with pedestrians	2	3	6	Install new column on Nedersund Rd or feed existing Norderdale column from Sandvein circuit No additional measures required	1	3	3
No traffic calming	None							
Not near hospital	None							
No bus stops	None							
Steps to footpath serving Nos 85, 86, 87 and 88	Risk of pedestrian falls and trips	2	3	6	None other than retain lighting. Footpath is a through route but rarely used and serves only a few addresses so residents are aware of their location. There is also little pedestrian movement at times when lighting is switched off.	2	3	6
No potholes, damaged kerbs or other defects	None							

NOTES:

Supervisor Signature: .....

Supervisor Print: .....

A	
Score	Likelihood of Occurrence
1	Very Unlikely
2	Unlikely
3	Likely
4	Very Likely
5	Certain

X

B	
Score	Severity of Consequence
1	Negligible/Very Minor
2	Minor injury
3	Injury over 3 lost days
4	Major injury
5	Fatality highly probable

=

C	
Score	Risk Factor
1-4	Trivial to Minor
5-8	Acceptable
9-15	Substantial
16-25	Unacceptable

**WORK MUST NOT PROCEED**



Scheme:  
**Lighting Reduction  
 Risk Assessment**

**Shetland Islands Council**  
 Roads Service  
 Department of Infrastructure Services  
 Gremista, Lerwick, Shetland  
 Tel: 01595 744866 Fax: 01595 744869



Title:  
**Norderdale (Nos 53-106),  
 Lerwick: Part-Night**

Date: 11 Jan 13	Drawn: N.E.H.	Checked:	Scale: 1:1,250
Drg No: <b>NH 7</b>			Rev:



SHETLAND ISLANDS COUNCIL – ROADS SERVICE

RISK ASSESSMENT FOR STREET LIGHTING REDUCTION

Steps on Through Route



# Item 7.1

NorthLink Ferries  
Jamieson's Quay  
Aberdeen AB11 5NP  
16<sup>th</sup> January 2013

Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick  
Shetland  
ZE1 0AN

**RECEIVED**  
**22 JAN 2013**

Dear Mrs. Semple,

I am in receipt of your letter addressed to Mr Garrett, on behalf of Lerwick Community Council, dated 8<sup>th</sup> January 2013.

You raise the question about variable Muster Modes and I would like to respond by assuring you that this is quite a normal operation within many of the ro-ro ferry operators around the UK and has been for many years.

Regarding the NorthLink service, we are very aware of the risks that are associated with variable Muster Modes and we are taking planned steps to alleviate any possibilities of being 'understaffed' for unforeseen events such as cancelled flights.

I trust that this information will give you the assurance that you seek.

Yours sincerely,



John M. Ferguson  
Operations Director

Ferrie Unit  
**Aviation, Maritime, Freight & Canals**

Victoria Quay, Edinburgh EH6 6QQ  
 T: 0131-244 1539, F: 0131- 244  
 colin.grieve@scotland.gsi.gov.uk



CÒMHDHAIL  
**ALBA**

**TRANSPORT  
 SCOTLAND**

Mrs Katrina Semple  
 Lerwick Community Council  
 1 Stouts Court  
 Lerwick  
 SHETLAND  
 ZE1 0AB

Your ref:

Our ref:  
 2013/0000656

Date:  
 16 January 2013

**RECEIVED**

**18 JAN 2013**

Dear Mrs Semple

Thank you for your letter of 8 January 2013 to Keith Brown MSP, Minister for Transport and Veterans, concerning transport links to Shetland. Your letter has been forwarded to this office for a reply.

Scottish Ministers are very aware of the importance to all our island communities of efficient and reliable transport links with the mainland and this is certainly the case with Shetland. In year 2011-12, the Scottish Government's support for ferry services totalled £118m, including spending of £46m on the Northern Isles ferry services.

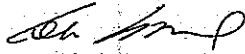
As your letter notes, in the period leading up to Christmas, the ferry services to the Northern Isles were faced with disruption due to both strike action and severe weather. With regard to the RMT's scheduled strike, this was a matter to be resolved between the union and the ferry operator, Serco. That said Mr Brown spoke to both RMT representatives and the Serco Managing Director urging them to reach a resolution which would minimise any disruption to the ferry services. Following the first day of the strike action, on 14 December, the RMT then announced the postponement of their strike.

In fact, that first strike day had no direct impact on the ferry services as severe weather had prevented the vessels from sailing in any case. As you acknowledge, at this time of year severe weather conditions are not unusual around the Northern Isles. On a case-by-case basis, the decision around whether or not to sail in poor weather will always be made by the ships' Masters based entirely on the safety of passengers and crew. The ferry operator makes every effort to warn passengers of the likelihood of weather disruption. In the days leading up to Christmas, Serco proactively contacted passengers already booked on sailings likely to be cancelled and helped them to rearrange their bookings, and in addition to liaising with passengers, the operator also maintained close contact with hauliers and freight customers. During the period of weather disruption, priority was given to the most important freight, including supermarket shipments.

Finally, in response to your specific query relating to flight cancellations, while none of our ferry operators have contractual obligations towards air passengers, they will always do their best to liaise with the airlines in circumstances where flights have to be cancelled to make travellers aware of the available ferry services.

I hope that you find this helpful.

Yours sincerely



**COLIN GRIEVE**  
Policy Officer

01753 833111  
01753 833112



**From:** Chloe Mackie  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Community Council Link  
**Date:** 18 January 2013 12:40:49

Hi Katrina,

Thanks for phoning yesterday, I had a discussion with Hans today about where we might put a permanent link to your website but with the current set up and layout of the Shetland News we really don't have a prominent or relevant place to put it.

What we could do however is place a banner link to a Shetland Community Council Association webpage (<http://www.shetland-communities.org.uk/subsites/vas/ascc.html>) in our Shetland Resources section (front page bottom left) though I notice that there is not really much in the way of links or anything in the Community Portal section. It could be an avenue of information worth developing for all Community Councils?

Finally what we can easily do is to put out a '**Shetland News Recommends... Lerwick Community Council's new website for latest information and updates** <http://www.lerwickcc.org/> on our Facebook page which will reach up to 3360 Facebook fans for some immediate and free exposure in exchange for a link on your website to ours?

In the long term we do have a project in mind for promoting all the community work and resources in Shetland but don't expect that to come to fruition until well into 2014 or 2015.

Let me know what you think,

Kind regards,  
Chloe

**Chloe Mackie**  
**Sales & Marketing**

**Tel:** 01595 859139 **Web:** [www.shetnews.co.uk](http://www.shetnews.co.uk)  
**Mob:** 07909 995094 **Facebook:** [www.facebook.com/shetlandnews](http://www.facebook.com/shetlandnews)  
**Email:** [advertising@shetnews.co.uk](mailto:advertising@shetnews.co.uk) **Twitter:** @Shetnews

RECEIVED

15 JAN 2013

From:- Robbie Anderson, Finjari, Whalsay, ZE2 9AG finjari@gmail.com  
To:-Promote Shetland, Shetland Museum & Archives, Hay's Dock, ZE1 0WP  
Copy:-Lerwick Community Council,  
Shetland Recreational Trust

Subject:- Disposal of Clickimin Campsite, and Non Replacement.

I want to express my deep concern at the decision to dispose of the caravan and camping site at Clickimin. I thought that you might be the best organisation to ask to impress on the concerned authorities just how important this facility is, from a variety of aspects.

We have owned caravans or camper vans over the last 40 years and have travelled extensively throughout Britain and the Continent, so have experience of a vast variety of caravan sites.

We have used this site frequently throughout the years since it's construction. It has some great features and advantages. However, there are other aspects in the design and running of the site which failed to maximise these advantages to their full potential, which probably contributed to making it less than financially viable. Having said that, a council run venture of any kind which covers the running costs must surely be considered a financial success

This site has a fantastic outlook. The view across the loch to the floodlit broch and out to sea towards Bressay, with the lights of Lerwick shining on the water, was unique. That is until some, probably well intentioned person, decided to plant trees, (without consultation) so that 50% of pitches can't even see the Broch now, and that's getting worse. You don't need a degree in tourism to work out that people don't pay all that money to come to Shetland to see TREES. A low hedge would have given adequate shelter for tents, and caravans can cope without too much shelter.

Pitches on the site are really too close together for the bigger caravans and awnings which many tourers want. The solid concrete stances make it virtually impossible to secure an awning. The gravel used is too fine, and a pain in the neck as it is impossible to keep it out of the vans and cars. It should have been about 25mm grade. The spaces on the front row are laid out on the assumption that caravans will want to reverse in. this would leave them looking into the face of the back row, away from the view. Mostly people face the view leaving some dubiety over who has the right to park their car where. The toilet and shower facilities are not really adequate when the site is full and seem to be difficult to appear to be clean.

The running of the site never gave the impression that anyone considered it their priority, so it felt like it just sort of ran itself, Whereas on commercial and caravan club sites there are always wardens on site who deal with all types of work and

enquiries, and act as very good PR people who really promote the site to the public. If you ever care to read the letters in the caravanning club magazines you will soon realise just how important that person is to the success of the site. The only person on this site visible to the public is a grounds man who seems to have nothing to do with site operations. and disclaims any responsibility for getting anything associated with site sorted out. He's probably right, but it's not good PR.

These are some of the things, many of which could be put right without major expense or effort, that could make a vast difference to the attractiveness of the site, and the financial performance. If these things were improved on, pitch fees could very easily have been increased by at least 60%, making them comparable with sites elsewhere. You don't make a profit if you don't charge the going rate.

I would want to emphasise how important it is to have a site in Lerwick. The most successful caravan sites are frequently situated in close proximity to similar small interesting towns. For centuries Lerwick has been the major centre and hub in Shetland, for all sorts of economic, industrial, and social activities. It now has a first class museum, sports centre adjacent to the site, Mareel and other venues providing a variety of activities, restaurants, cafes, bars, etc. Shetlanders and Tourists alike use this site to access these facilities.

Without a site in Lerwick many Isles people will find it impossible to attend many functions which they do regularly at present, especially with the additional threats to ferry services. Many have family and friends based in Lerwick and find a caravan on site an ideal way to visit and socialise.

For people visiting Shetland, Lerwick is the essential starting point to spend part of their stay, exploring these Lerwick based attractions, as an initial introduction to Shetland's heritage, giving them an overall knowledge of what Shetland has to offer. That puts people on the street, invariably spending money providing much needed support for all these public investments and private businesses. They want a first class site within walking distance of these types of facilities. If they have that they'll come back. If they have to drive a thirty or fifty mile round trip they won't. and their "Shetland Experience" will not be what it should have been, and Lerwick and Shetland will lose out. The idea that outlying sites could somehow "take up the slack" suggests a lack of real understanding or interest in the situation, which I find very disappointing. According to the Shetland Times Andy Carter almost apologised for knowing something about the subject he was about to express an opinion on. Maybe that says something about how decisions are being taken in Shetland these days, when people with experience of the subject are expected to abstain from getting involved.

Does anyone feel amazed, or think it arrogant for those who arranged this sale to do so without any consultation whatsoever with some of the main "stake holders" -i.e. campers and caravanners?!

There has to be a good site in Lerwick for the 2014 season or Shetland tourism will lose a lot of credibility, and ultimately Lerwick a lot of revenue.



Chief Executive: Ann Black  
Financial Controller: Jeff Goddard

Registered Charity Number SC027025

Ms Katrina Semple  
Clerk  
Lerwick Community Council  
Community Council Office  
1 Stout Court  
LERWICK  
Shetland ZE1 0AN

22-24 North Road  
Lerwick  
Shetland  
ZE1 0NQ

RECEIVED  
28 JAN 2013

Telephone: 01595 744994

mail@shetlandcharitabletrust.co.uk  
www.shetlandcharitabletrust.co.uk

If calling please ask for  
Jeff Goddard  
Direct Dial: 01595 744991

Date: 25 January 2013

Our Ref: JG/em  
Your Ref: 2013-014/KS

Dear Mrs Semple

### Clickimin Campsite

Thank you for your letter dated 23 January 2013.

I have discussed the issue raised in your letter with Dr Ann Black, Chief Executive of the Trust. Our conclusion is that the use of the proceeds of a land sale by Shetland Recreational Trust are primarily a matter for that Trust.

Yours sincerely

Jeff Goddard  
Financial Controller

AC/JS

22 January 2013



Item 7.6

Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick  
Shetland  
ZE1 0AN

HOUSE OF COMMONS  
LONDON SW1A 0AA

RECEIVED  
24 JAN 2013

Dear Mrs Semple

Thank you for your recent letter regarding changes being made to Royal Mail and the proposed postal certification scheme.

I am grateful for the Lerwick Community Council's support regarding the certification scheme for delivery companies that do not overcharge for delivery to the islands. You may already be aware of the recent Citizens Advice Scotland report 'The Postcode Penalty' which shed further light on the problems faced by Scottish people living in rural areas. I am very keen to take this idea forward and I am in discussions with colleagues and organisations over the best way to progress this idea. I will certainly be sure to keep the LCC up to date with my work on this matter.

The Postal Services Bill has protections for the universal service written in to it. I would also like to draw your attention to Section 46 of the Postal Services Bill, which I have attached and highlighted. Protecting the universal service was a vitally important consideration when the legislation was drawn up. The government recognised this and have provided Ofcom with the ability to levy a fee against a delivery companies who do not adhere to the terms of the universal service. This will ensure that companies who do uphold the universal services will not be unfairly penalised for doing so.

More broadly on the Royal Mail, I feel it is important to recognise the parlous state that Royal Mail was in prior to the reform. The seeds of the present conditions were sown in the early years of this decade when the letter post market was opened up to full competition in a way that left Royal Mail at a huge commercial disadvantage. As a result they lost business from banks, credit card companies and other large scale mail users.

Some of the proposals that were included in the Postal Services Bill were not things that I would have been quick to support in the past. However, the situation that faced the Royal Mail was severe that allowing new investment was the only way to secure the future of the universal service. In future, as now, someone posting a parcel in Lerwick will pay the same price and receive the same service as is available to people in other areas of the country. I fear this may not have been the case had the coalition government not acted as they did.

I hope that this will go some way to allaying LCC members' fears.

Yours sincerely,

Alistair Carmichael MP

with the day on which this section comes into force unless the universal service provider has agreed to the making of the determination.

#### 46 Contributions for meeting burden

- (1) This section applies where the Secretary of State has directed OFCOM to require contributions to be made for meeting some or all of the burden concerned.
- (2) The contributions are to be made by either or both of the following –
  - (a) postal operators providing services within the scope of the universal postal service,
  - (b) users of services within the scope of the universal postal service (by way of the charges paid by them).
- (3) OFCOM may determine that the contributions under this section are to be made only by a description of postal operator or user.
- (4) The assessment, collection and distribution of the contributions must be carried out in accordance with a mechanism provided for in a scheme contained in regulations made by OFCOM.
- (5) OFCOM must exercise their power to make the regulations in a way they consider will secure the operation of the scheme –
  - (a) in an objective, proportionate and transparent way,
  - (b) in a way that does not involve, or tend to give rise to, any undue discrimination against particular postal operators (or a particular description of postal operators) or particular users (or a particular description of users), and
  - (c) in a way that avoids, or (if that is impracticable) minimises, any distortion of competition.
- (6) The regulations may provide for –
  - (a) the scheme, and
  - (b) any fund set up for the purposes of the scheme,to be administered by OFCOM or some other person specified in the regulations.
- (7) A person may be specified only if OFCOM are satisfied as to the person's independence of both –
  - (a) universal service providers, and
  - (b) postal operators providing postal services within the scope of the universal postal service.
- (8) The regulations may not be made unless –
  - (a) the Secretary of State has consented to the making of them and
  - (b) a draft of the statutory instrument containing them has been laid before, and approved by a resolution of, each House of Parliament.

#### 47 Report on sharing mechanism

- (1) This section applies where regulations under section 46 provide for a scheme for the assessment, collection and distribution of contributions.



Executive Manager: Dave Coupe  
Director: Phil Crossland

Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick  
Shetland ZE1 0AN

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

Item 7.7

Telephone: 01595 744866  
Fax: 01595 744869  
roads@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
**George Leask**  
Direct Dial: 01595 744137  
Email:  
george.leask@shetland.gov.uk

Our Ref: TGL/SMG/G/Y8  
Your Ref: 2013-013/KS

Date: 18 January 2013

RECEIVED

24 JAN 2013

Dear Katrina

## Braefield Road

Thank you for your letter of 11 January 2013 regarding road safety concerns that have been expressed about the junction into the Braefield Road at Sound.

The investigation of this junction will be added to our current workload list and, if any improvement works are considered appropriate, it will be added to the list of schemes for the town. However, in line with the current 'medium term financial plan' spending policy of the Council funding is currently prioritised to maintaining the current Roads asset. Improvement schemes will be listed and prioritised for when funds become available.

You may wish to note that Braefield Road and the adjacent areas are designed as low speed residential streets and are within a 20mph limit. In these areas national policy recommends that road and junction widths are kept to a minimum, and that pedestrian provision is given priority.

Yours sincerely

Executive Manager, Roads

[HL01181301.doc]

**From:** [maggie.sandison@shetland.gov.uk](mailto:maggie.sandison@shetland.gov.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** RE: Taxi Association-Running of Viking Bus Station  
**Date:** 15 January 2013 13:42:59

---

Hi Katrina

Thanks for this.

As you may be aware, we have put in 4 new dogbins with dog poo bag dispensers at the Knab and Clickimin Path. I have a supply of bags to trial the system to see if it works at reducing dog fouling. I would welcome the views of the Community Council to see if it makes any difference.

I have personally noticed an increase in fouling in the streets (probably due to the dark nights and poor weather and we see that every year when people think they can get away with leaving the mess rather than cleaning up) but I thought that maybe the Knab and Clickimin looks a bit cleaner since the dispensers went in (but that could just be that the dark nights and poor weather is driving everyone to walk on the streets!)

Anyway I hope the Community Council would be prepared to help monitor whether the bag dispensers have made any difference over the next few months.

All the best

Maggie

Maggie Sandison  
Executive Manager- Environmental Services  
Shetland Islands Council  
Grantfield  
Lerwick  
Shetland  
ZE1 0NT  
Tel: 01595 744841  
Fax 01595 744802  
[maggie.sandison@shetland.gov.uk](mailto:maggie.sandison@shetland.gov.uk)

Please save paper and only print out this email if strictly necessary

---

**From:** Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 15 January 2013 13:32  
**To:** Sandison Maggie@Infrastructure Svs  
**Subject:** FW: Taxi Association-Running of Viking Bus Station

Dear Maggie

I attach a copy of the above letter for your information.

Regards

Katrina  
Clerk  
Lerwick Community Council

Tel: 07818 266876



# Item 7.9

**From:** [billy.mycock@shetland.gov.uk](mailto:billy.mycock@shetland.gov.uk)  
**To:** [peter.campbell@shetland.gov.uk](mailto:peter.campbell@shetland.gov.uk); [cecil.smith@shetland.gov.uk](mailto:cecil.smith@shetland.gov.uk); [amanda.westlake@shetland.gov.uk](mailto:amanda.westlake@shetland.gov.uk);  
[jonathan.wills@shetland.gov.uk](mailto:jonathan.wills@shetland.gov.uk); [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Cc:** [maggie.sandison@shetland.gov.uk](mailto:maggie.sandison@shetland.gov.uk); [anne.cogle@shetland.gov.uk](mailto:anne.cogle@shetland.gov.uk); [leisel.gair@shetland.gov.uk](mailto:leisel.gair@shetland.gov.uk)  
**Subject:** Mobile CCTV Notification - LS - LCC  
**Date:** 18 January 2013 17:05:52

---

Dear all

From the Environmental Health CCTV installation procedure, step 5, please be aware that we are about to recommence CCTV monitoring in the area of Grodians, Lerwick in relation to incidents of community safety.

This is just so you are aware and if yourself or any members of the public have any queries that can put them to myself or the Environmental Health & Trading Standards Service.

Please let me know if you require any more information about this.

thanks

Billy

Billy Mycock

Antisocial Behaviour Coordinator - Shetland

Environmental Health

Infrastructure Services Department

Grantfield

Lerwick

Shetland

ZE1 0NT

Tel. 01595 744374

Fax. 01595 744802

---

This email has been scanned by the Symantec Email Security.cloud service.  
For more information please visit <http://www.symanteccloud.com>

---

**Shetland Islands Council**

Executive Manager: Maggie Sandison  
Director: Phil Crossland

Lerwick Community Council  
Mrs Katrina Semple  
1 Stouts Court  
Lerwick  
ZE1 0AN

Environmental Health & Trading Standards  
**Infrastructure Services Department**  
Grantfield  
Lerwick  
Shetland  
ZE1 0NT

Telephone: 01595 744800  
Fax: 01595 744804  
[infrastructure@shetland.gov.uk](mailto:infrastructure@shetland.gov.uk)  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

If calling please ask for  
**Maggie Sandison**  
Direct Dial: 01595 744841  
Email: [maggie.sandison@shetland.gov.uk](mailto:maggie.sandison@shetland.gov.uk)

Our Ref: AL1

Date: 9 January 2013

Dear Mrs Semple

**RECEIVED**

**Review of Civic Government and Animal Health Licensing**

**11 JAN 2013**

I am writing to you as you have previously applied for a Civic Government/Animal Health Licence from Environmental Health in previous years or I feel that your committee might be interested in this review.

A full review of the Licensing function has been undertaken and considered by the Licensing Committee. The Licensing Committee have decided that they will licence the following activities as public entertainment activities whether they are free events or there is a fee charged:

- Open air concerts;
- Displays, including fireworks and bonfire displays;
- Shows, exhibitions and sporting events, whether indoors or outdoors, at which an audience may be present;
- Fetes, regattas or shows with one or more marquees for the public;
- Circuses;
- Fairgrounds;
- Outdoor events with inflatable bouncy castles or other inflatables present;
- Snooker/ billiard halls;
- Dancing, discotheques and roller discos;
- Ice rinks; and
- Amusement arcades

There is no exemption for community or voluntary organisations activities. The Committee will consider any consultation comments received on the list of activities that the Committee is intending to include in its licensing resolution.

The legislation states that a Council must set its fees for licensing at a level which fully recovers the expenses incurred in the delivery of the licensing function. The fees have been reviewed and from 1<sup>st</sup> April 2013 the fees will be as follows:

- £75 for a temporary public entertainment event licence (non-commercial);
- £200 for a Skin Piercers or Tattooist licence;
- £300 for late hours catering licence;
- £200 for street traders licence;
- £100 fee for Food Compliance Certificate for Street Traders Licences;
- £200 for a second hand dealer's licence;
- £1000 for metal dealers licences/itinerant metal dealer's licence;
- £200 for Metal Dealers Licence Exemption Certificate;
- £1500 for temporary commercial public entertainments licence with a capacity of up to 1000 people;
- £2000 for a temporary commercial public entertainments licence with a capacity greater than 1000 people;
- £6000 for full public entertainment licence (3 year licence); and
- £150 + Vet Inspection Fees for Animal Health Licences (including Pet Shops, Animal Boarding Establishments, Dog Breeding Establishments, Riding Establishments).

These fees are designed to not overly burden community and voluntary events but to ensure that businesses are paying a fee that is in line with the cost of issuing the licence.

The Licensing Committee will consider any comments or objections that are made to these proposed fee levels. I would therefore be grateful if you would let me know by 8<sup>th</sup> February 2013 if you wish to make any comments on this proposed fee structure or the activity list so that your views can be made known to the Licensing Committee.

Yours sincerely



Executive Manager – Environmental Health & Trading Standards

**From:** [Emily van Tonder](mailto:Emily.van.Tonder@lerwickcc.org.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Cc:** [rowena61@hotmail.co.uk](mailto:rowena61@hotmail.co.uk)  
**Subject:** North Staney Hill Community Association  
**Date:** 18 January 2013 14:49:24

---

Hi Katrina

I hear you have been trying to get in touch with us. We had a meeting last night so it was my plan to email you today.

Discussion on scheme names brought us to the conclusion that although Free hill and Brethren view were liked, majority of the association liked Burn Bank as a suggestion by one of our members. Please feel free to contact me further on this email address or my house phone number is 690553.

Many Thanks

Emily van Tonder  
Joint Association Secretary

**From:** [Stewart, James Andrew](#)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Standing down from the LCC  
**Date:** 24 January 2013 11:35:24

---

Hi Katrina,

I have taken up a job in the House of Commons with Alistair Carmichael MP and have moved to London. Unfortunately, this means that I will have to resign my membership of the Lerwick Community Council.

I greatly enjoyed my time on the LCC and I hope that I was able to make a difference and give something back to Lerwick.

If any members ever find themselves in London with some spare time, I would be happy to host them in Parliament for a cuppa and a tour. Please feel free to extend that invitation to them and yourself.

Regards,

James Stewart

## LERWICK COMMUNITY COUNCIL

### Financial Report as at 29 January 2013

	£	£
<b><u>INCOME</u></b>		
Balance at as 6 April 2012		7,026.20
SIC Grant - Part Payment 2012-13		14,945.00
SIC Grant - Second Tranche		13,488.00
Sale of TH Guides		41.60
		35,500.80
<b><u>EXPENDITURE</u></b>		
Office Costs	3,698.78	
Employment Costs	6,993.84	
Administration	765.79	
Chambers	397.93	
Accountancy	200.00	
Misc.	933.44	
Grants/Projects	4,139.51	
		17,129.29
		<b>18,371.51</b>
<b><u>REPRESENTED BY</u></b>		
Balance as at 29 January 2013		19,222.58
<b><u>Indication of Free Funds:</u></b>		
Main Annual Running Costs Forecast - £15,996.40		
Costs Remaining	3,940.06	
Annual Grants & Projects Amended Forecast - £5,975.00		
Payments Remaining	4,335.49	
<b><u>Committed Funding:</u></b>		
Royal British Legion Lerwick Pipe Band	500.00	
Benches - Cunningham Way	300.00	
Vagar Road Grant - <i>Grant Estimate</i>	300.00	
Shetland Gymnastics Club	1,000.00	
Living Lerwick - Christmas Trees	1,150.00	
		11,525.55
<b>Estimated Free Funds</b>		<b>6,845.96</b>

# Item 8.1

## LERWICK COMMUNITY COUNCIL - Main Annual Running Costs

Budget 2012-2013	Forecast	Actual to date
SIC-Rent	2,700.00	2,700.00
SIC-Office Insurance	53.00	0.00
Data Protection Registry Renewal	38.00	0.00
SIC - Chambers	360.00	397.93
Business Stream	468.00	429.00
Hydro-Office	800.00	569.78
Telephone & Broadband	590.00	517.44
SIC-Refuse Collection	45.00	0.00
Clerks Salary	9,122.40	6,993.84
Postage	180.00	30.00
Office/Liability Insurance	825.00	0.00
Accountants Fees	240.00	200.00
ASCC Membership (Shetland)	185.00	0.00
Solution X (Xerox)	200.00	187.40
Office Supplies	190.00	30.95
Rates-LCC Qualifies for 100% Business Rates Relief	0.00	0.00
<b>Total</b>	<b>15,996.40</b>	<b>12,056.34</b>

Costs remaining **3,940.06**

**LERWICK COMMUNITY COUNCIL - ANNUAL GRANTS & PROJECTS**

<b>Budget 2012-2013</b>	<b>Forecast</b>	<b>Amended Forecast</b>	<b>Actual to Date</b>
	£	£	£
Lighting at Clickimin Broch	3,500.00	3,500.00	1,284.17
Lerwick Town Centre Floral Basket Display	1,000.00	-	0.00
LTCA Bunting & Banner Scheme	250.00	-	0.00
Gardening Competition	400.00	400.00	355.34
Lerwick Fireworks Display	2,000.00	2,000.00	0.00
Peerie Galley Shed Ground Rent	75.00	75.00	0.00
	<b>7,225.00</b>	<b>5,975.00</b>	<b>1,639.51</b>

Amended Forecast	5,975.00
Less Payments to Date	<u>1,639.51</u>
<b>Estimated Spend Remaining</b>	<b><u>4,335.49</u></b>



<b>Lerwick Community Council Grants/Projects 2012-2013</b>
--

Date	Description	£	£
		Grants	Projects
10/04/12	Hydro-Clickimin		262.13
18/05/12	Clickimin Broch - Lighting Repairs		337.13
30/06/12	Hay's Dock Judges Vouchers		30.00
30/06/12	Toll Clock Garden Comp Winners Vouchers		110.00
09/07/12	Hydro-Clickimin		258.16
11/07/12	Garden Competition 2012 - Sgetland Times Adverts		155.34
11/07/12	Garden Competition 2012 - Bouquets		60.00
11/10/12	Hydro-Clickimin		160.18
29/10/12	Sail Training Shetland	1,000.00	
28/11/12	RBL-Lk Pipe Band-Part Payment	1,500.00	
		<b>2,500.00</b>	<b>1,372.94</b>
	<b>TOTAL</b>		<b>3,872.94</b>



# LERWICK COMMUNITY COUNCIL

**CHAIRMAN**  
 Mr Jim Anderson  
 66 Breiwick Road  
 Lerwick  
 Shetland ZE1 0DB

Tel. 01595 693540 or 07803 342304  
 Email: chair@lerwickcc.org.uk

**CLERK**  
 Mrs Katrina Semple  
 Community Council Office  
 1 Stouts Court  
 Lerwick  
 Shetland ZE1 0AN

Tel. 01595 692447 or 07818 266876  
 Email: clerk@lerwickcc.org.uk

## APPLICATION FOR ROAD GRANT

Name: LERWICK MARINA USERS ASSOCIATION

Address: GRIMWICK MARINA, LERWICK

Address of Property (if different from above).....

Telephone number: ..... Email Address: .....

---

Type of Road:    Unadopted Resident        Peat Road   

Other (please describe): LAY DOWN AREA FOR BOATS TRAWERS ETC.

How many households on this road:..... N/A .....

Length of road in need of repair (in metres):.....

---

Nature of Work:    New Road        Major Resurfacing   

                         Limited Repair        Top Dressing   

                         Tarring   

Cost of work: £1,670 (Est.) ..... Special features: .....

---

Date of last grant from Lerwick Community Council:..... N/A FEB 2005 - £4,000 -  
TO UPGRADE ELECTRICITY SUPPLY TO THREE PONTOONS

**IMPORTANT:**  
 I hereby agree to abide by the **conditions of grant** and wish to apply for assistance towards the upkeep of the above road. I have attached a location plan (sketch) of where material should be placed when delivered by contractor (not required if spray tarring).

Signed: John J Leach ..... Date: 23.1.2015 .....

## CONDITIONS OF GRANT

Normally, requests for road grants will be considered only at the beginning of each financial year, prior to which an advertisement will be published in the 'Shetland Times' inviting applications. A closing date for claims will be included in the advertisement: in exceptional circumstances an extension to the closing date may, at the discretion of the Council, be allowed.

Applicants must fully investigate all alternative sources of assistance. Should an applicant qualify for a grant from another source, no grant offer will be made by the Community Council.

In cases where applicants wish 'material only', the Community Council will arrange delivery and then, after confirming that the material has been delivered, will itself settle the contractor's account. A location plan is required of where the delivery should be made. Where labour charges are involved, as in "material and spreading" cases, no grant will be paid until the work is done and the applicant submits a receipt to the Council.

### **In all cases:**

- a) adequate drainage must be provided
- b) work must be completed to the satisfaction of the Council.

### **Road descriptions:**

- Unadopted residential: Road to a house which is permanently occupied.
- Peat road: Road to existing peat banks, ideally serving four or more households.
- Special features: Culvert, turning area, drainage, etc.

### **Measurement of roads:**

- Unadopted residential: From public road to house.
- Peat road: Only those sections of the road requiring repair.

### **Rates of Grant:**

While, at the discretion of the Council, rates of grant may vary, the normal rates will be:

- Unadopted residential: Materials only, pro rata to the length of road
- Tarring: Up to 50% of previously-agreed total cost. Road must have two coats of tar spray and chipping. Full length of road must be done. Following this treatment, no grant will be considered for this road for a minimum of eight years
- Grids: Community Council grants are not available for grids.

### **For official use only:**

Date Received: ..... Date Approved: ..... Minute Ref: .....

Amount Offered: ..... Date Paid:..... Payment Ref: .....

**LOCATION PLAN (SKETCH) FOR DELIVERY OF MATERIAL**

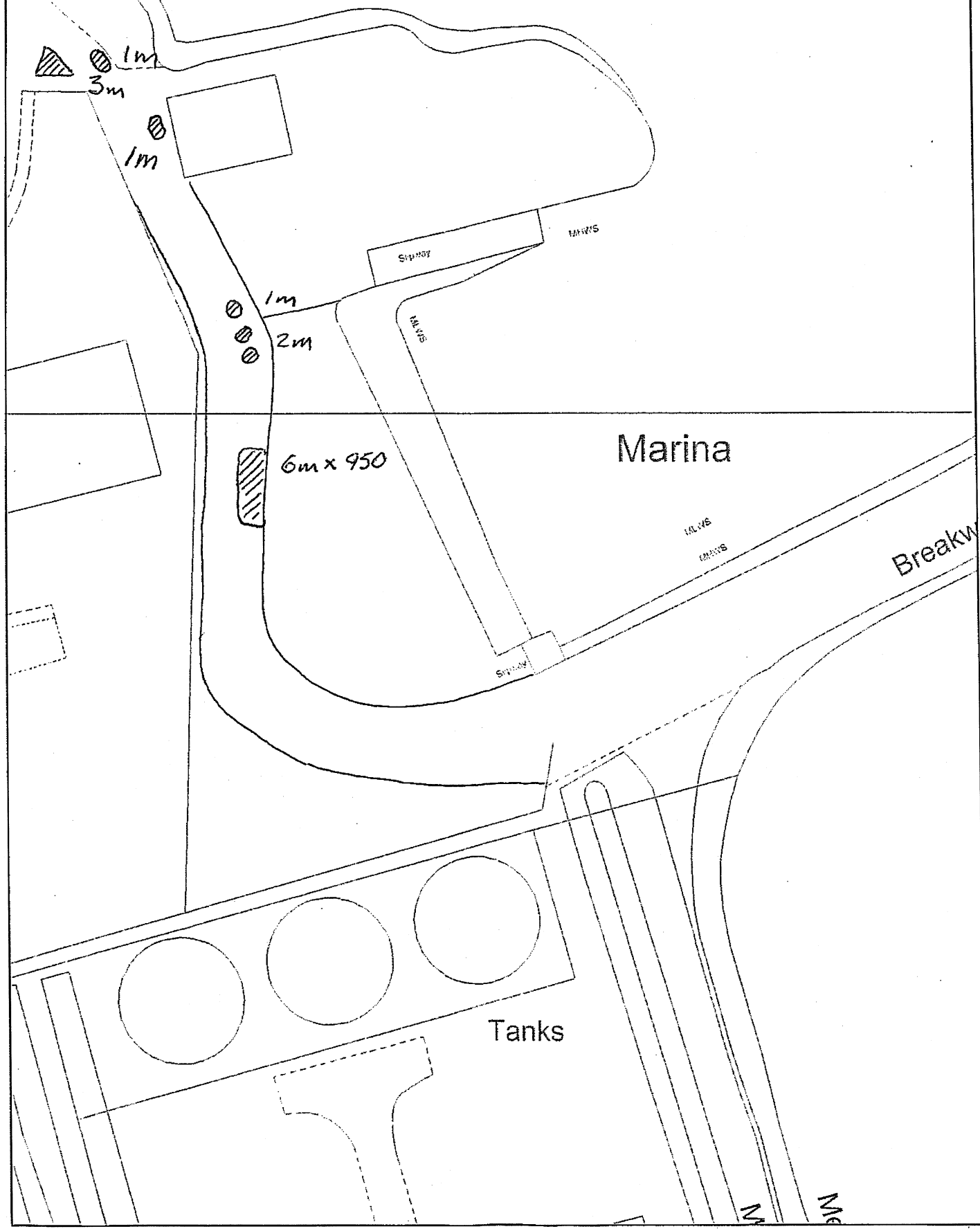
Name: *JOHN F. LEASK*..... CONTACT *07766421016*.....  
*74 4318*

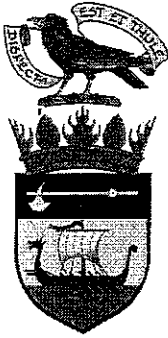
Address: *PRIMAETHA MARINA*.....

Award Made: .....

*SEE ATTACHED PLAN.*

# Bight of Gremista





# LERWICK COMMUNITY COUNCIL

**CHAIRMAN**  
Mr Jim Anderson  
66 Breiwick Road  
Lerwick, Shetland ZE1 0DB

Tel. 01595 693540 or 07803 342304  
Email: chair@lerwickcc.org.uk

**CLERK**  
Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick, Shetland ZE1 0AN

Tel. 01595 692447 or 07818 266876  
Email. clerk@lerwickcc.org.uk

Item 9.2

## APPLICATION FOR GRANT

Name of group/organisation:..... JUNIOR UP HULLY AA .....

Contact name & position held: ..... IAN SPENCE .....

Address: ..... 40 MURRAYSTON .....

..... LERWICK ZE1 0RE .....

Mobile & telephone numbers: ..... 694176 .....

Email address: ..... aispence@btinternet.com .....

**Details of project:** (This should include how the grant will be spent and what outcome(s) would be achieved should the grant be awarded)

RENT FOR SITE OF PEARIE GALLEY SITED

Type of organisation (e.g. voluntary / charitable): ..... VOLUNTARY .....

Number of members in group/organisation: 100 ..... and what percentage reside in Lerwick: ..... MOST .....

Number of residents in the Lerwick area likely to benefit from project - Adults: ..... ALL ..... Children: ..... ALL .....

Current financial position of group/organisation: ..... £1405.03 .....

Costs of proposed project: ..... £75.55 .....

Funding/grants received from other sources (e.g. fundraising): .....

.....

Grant requested from Lerwick Community Council: ..... £75.55 .....

Details of last grant received from Lerwick Community Council:

Date: ..... Amount: .....

**CONDITIONS OF GRANT**

- Established groups/organisations **must** submit a copy of their last audited accounts and a copy of their most recent bank statement.
- Applications from Shetland-wide groups will not be considered (except in exceptional circumstances).
- A new group/organisation may receive a small establishment grant.
- Applications should be made prior to project commencing, therefore no retrospective applications will be considered.
- Although grants will be approved in advance, no grant will be paid until the work is done and a receipted invoice is submitted to Lerwick Community Council.
- A written acknowledgement is required once you have received your grant.

**IMPORTANT**

Any funding offer made will be paid on a pro-rata basis and may be rescinded if funds are not claimed within 12 months of the offer letter date.

I (print name and position held):..... SECRETARY .....

of (group/organisation): ..... SENIOR UD KELLY RA .....

hereby apply to Lerwick Community Council for financial assistance towards the cost of the proposed project detailed on page one.

A copy of the last externally examined accounts and/or a copy of the most recent bank statement are enclosed.

**(please tick appropriate box)**

We have previously been through grant process with Shetland Islands Council (SIC) Education & Social Care Grants Unit and give permission for the Community Council to contact the SIC Grants Co-ordinator to confirm that we have the appropriate Child Protection Policy & Procedures in place.

We have not previously been through the grant process with SIC Education & Social Care Grants Unit and enclose a copy of our Child Protection Policy & Procedure. We give our permission for the Community Council to check with SIC Grants Co-ordinator to ensure the enclosed documents comply with Child Protection requirements.

Signed: ..... [Signature] .....

Date: ..... 15.1.13 .....

**For Official Use Only:**

Date application received: ..... 17/01/12 .....

Date application approved: ..... Minute reference: .....

Amount offered: ..... Date grant paid: ..... Cheque number: .....

Child Protection Criteria checked and approved by Community Council Clerk or her deputy

Name: ..... K Singh ..... Signed: ..... [Signature] .....



# LERWICK COMMUNITY COUNCIL

## CHAIRMAN

Mr Jim Anderson  
66 Breiwick Road  
Lerwick, Shetland ZE1 0DB

Tel. 01595 693540 or 07803 342304  
Email: [chair@lerwickcc.org.uk](mailto:chair@lerwickcc.org.uk)

## CLERK

Mrs Katrina Semple  
Community Council Office  
1 Stouts Court  
Lerwick, Shetland ZE1 0AN

Tel. 01595 692447 or 07818 266876  
Email: [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
Website: [www.lerwickcc.org](http://www.lerwickcc.org)

Item 9.3

## APPLICATION FOR GRANT

Name of group/organisation:	Lerwick Boating Club
Contact name & position held:	Andrew Anderson - Commodore
Address:	12a Commercial Street Lerwick
Mobile & telephone numbers:	07766 588268 & 01595 692407
Email address:	<a href="mailto:info@lerwickboatingclub.co.uk">info@lerwickboatingclub.co.uk</a>

**Details of project:** *(This should include how the grant will be spent and what outcome(s) would be achieved should the grant be awarded)*

As one of the key RYA approved sail-training centres in Shetland, the main purpose of our club is to support the development of sail training and water based activities. We deliver these locally, on an ongoing basis, thereby developing children, young people and adult members.

We have planned two family days for our club members and guests, for this coming summer season, to encourage a more family oriented approach to sailing, whereby training can be undertaken with parents / children in the same sailing boat.

Lerwick is an official stop-over port for the 4-yearly Round Britain and Ireland Race which will next take place during June 2014. The clubhouse is the main focal point for this race and the annual Shetland-Bergen Race. Approximately 40 - 50 yachts take place in each event with crews of between 2-6 making use of our club facilities.

The grant would provide a contribution towards a replacement safety boat (RIB), which the club requires to ensure the activities detailed above can take place safely, and that sail training takes place in accordance with RYA safety requirements. The RIB also provides necessary safety cover for the sailing points series races, Lerwick regatta and Inter-club regatta, all held in the busy shipping area of Bressay Sound.

The current RIB has been repaired and "patched" regularly over the years, to keep it from deflating regularly. Experienced engineers have advised us that there is now very limited scope for further effective "patching". The RIB was 10 years old when it was bought second hand by the club, approximately 15 years ago.

We have sourced a company in England, who could supply us with a 5 metre reconditioned RIB, that would meet our needs.



Type of organisation (e.g. voluntary / charitable): Voluntary

Number of members in group/organisation: 258 and what percentage reside in Lerwick: 90%

Number of residents in the Lerwick area likely to benefit from project - Adults: 55 Children: 30

Current financial position of group/organisation:

Copy of most recent bank statement and 2011/12 accounts attached. Please note that £11064.81 current account bank balance is more than offset by current outstanding repayable loan balance, of £18,198.

Costs of proposed project: £4000

Funding/grants received from other sources (e.g. fundraising): Projected funding - £2500 from sale of club yacht. An application has been made to the Fortum Charitable fund through one of our club members who is employed at Sullom Voe Oil Terminal.

Grant requested from Lerwick Community Council: £1000

Details of last grant received from Lerwick Community Council:

Final phase of the renovation and upgrade to the Lerwick Boating Club clubhouse. It covered the lower floor of the clubhouse and centered on the required legislation for child protection and safety, which required us to have segregated changing for male and female users, and children and adults.

Date: 2<sup>nd</sup> May 2010 Amount: £2500

#### CONDITIONS OF GRANT

- Established groups/organisations **must** submit a copy of their last audited accounts and a copy of their most recent bank statement.
- Applications from Shetland-wide groups will not be considered (except in exceptional circumstances).
- A new group/organisation may receive a small establishment grant.
- Applications should be made prior to project commencing, therefore no retrospective applications will be considered.
- Although grants will be approved in advance, no grant will be paid until the work is done and a receipted invoice is submitted to Lerwick Community Council.
- A written acknowledgement is required once you have received your grant.

#### IMPORTANT

Any funding offer made will be paid on a pro-rata basis and may be rescinded if funds are not claimed within 12 months of the offer letter date.

I (print name and position held):.....ANDREW.....ANDERSON, COMMODORE

of (group/organisation): Lerwick Boating Club

hereby apply to Lerwick Community Council for financial assistance towards the cost of the proposed project detailed on page one.

A copy of the last externally examined accounts and/or a copy of the most recent bank statement are enclosed.

**(please tick appropriate box)**

We have previously been through grant process with Shetland Islands Council (SIC) Education & Social Care Grants Unit and give permission for the Community Council to contact the SIC Grants Co-ordinator to confirm that we have the appropriate Child Protection Policy & Procedures in place.

We have not previously been through the grant process with SIC Education & Social Care Grants Unit and enclose a copy of our Child Protection Policy & Procedure. We give our permission for the Community Council to check with SIC Grants Co-ordinator to ensure the enclosed documents comply with Child Protection requirements.

Signed: .....



Date: 27/1/13

**For Official Use Only:**

Date application received: 29/01/12

Date application approved: ..... Minute reference: .....

Amount offered: ..... Date grant paid: ..... Cheque number: .....

Child Protection Criteria checked and approved by Community Council Clerk or her deputy

Name: ..... Signed: .....

**CHILD PROTECTION DETAILS**

From 1<sup>st</sup> April 2010, if your organisation is applying for grant assistance from this scheme, and you provide services, activities or projects for young people up to the age of 18 years old, then you must comply with the requirements of the Protection of Vulnerable Groups (Scotland) Act 2007 which supersedes the Protection of Children (Scotland) Act 2003. The PVG Act introduces a new concept of 'regulated work' which covers both children and protected adult (for information on regulated work with adults guidance material can be sourced on the following web link [www.scotland.gov.uk/topics/people/young-people/children-families/pvglegislation](http://www.scotland.gov.uk/topics/people/young-people/children-families/pvglegislation)). Individuals doing regulated work qualify to apply to become members of the PVG Scheme.

Your group must have policies and procedures in place that adequately cover child protection and welfare issues. The following questions will help your decision.

**Q1a** Does your group organise activities for children and young people under the age of 18?

Yes  No

**Q1b** Does your group arrange activities attended by children and young people under the age of 18 and have staff or volunteers carrying out regulated work as defined in the PVG Act.

Yes  No

If you answered no to both question 1a and 1b, go directly to signatory section



Executive Manager: Dave Coupe  
Director: Phil Crossland

Lerwick Community Council  
Per, Mrs Katrina Semple, Clerk  
Community Council Office  
1 Stouts Court  
Lerwick  
ZE1 0AN

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

RECEIVED  
18 JAN 2013

Telephone: 01595 744866  
Fax: 01595 744869  
roads@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
John Johnson  
Direct Dial: 01595 744149

Our Ref: JJ/SMG/R/E3/29  
Your Ref:

Date: 16<sup>th</sup> August 2012

Dear Mrs Semple

**SIC (Various Roads, Shetland) (Parking Place for Disabled Person's Vehicle)  
(Revocation No 1) Order 2013**

The final version of the above proposed Order and its notice of proposal are enclosed for your information.

Should you wish to make a formal objection to the Order please write to John Johnson at the above address. The period for receipt of comments is prior to 15 February 2013.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Dave Coupe'.

Executive Manager, Roads  
[HLTempTrafficOrder.doc]

Enc.

**SHETLAND ISLANDS COUNCIL (VARIOUS ROADS, SHETLAND)  
(PARKING PLACE FOR DISABLED PERSON'S VEHICLES)  
(REVOCATION NO 1) ORDER 2013**

NOTICE is hereby given that Shetland Islands Council propose to make the above named Order under Sections 1, 2, 32 and 35 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984, as amended.

**1. Effect of Order**

The general effect of the proposed Order is to revoke existing traffic orders and therefore, allow disabled persons' parking places to be removed from the following roads.

**2. Roads Affected by the Order**

The roads affected by the Order and parking place locations are:

- Sandside, Firth (at the frontage of No 19)
- Union Street, Lerwick (at the frontage of No 11a)

**3. Order Available for Inspection**

A copy of the proposed Order together with a plan showing the area of road affected and a Statement of Reasons for the making of the proposed Order, may be inspected at the Roads Service, Gremista, Lerwick during normal office hours between 9am and 5pm Monday to Friday.

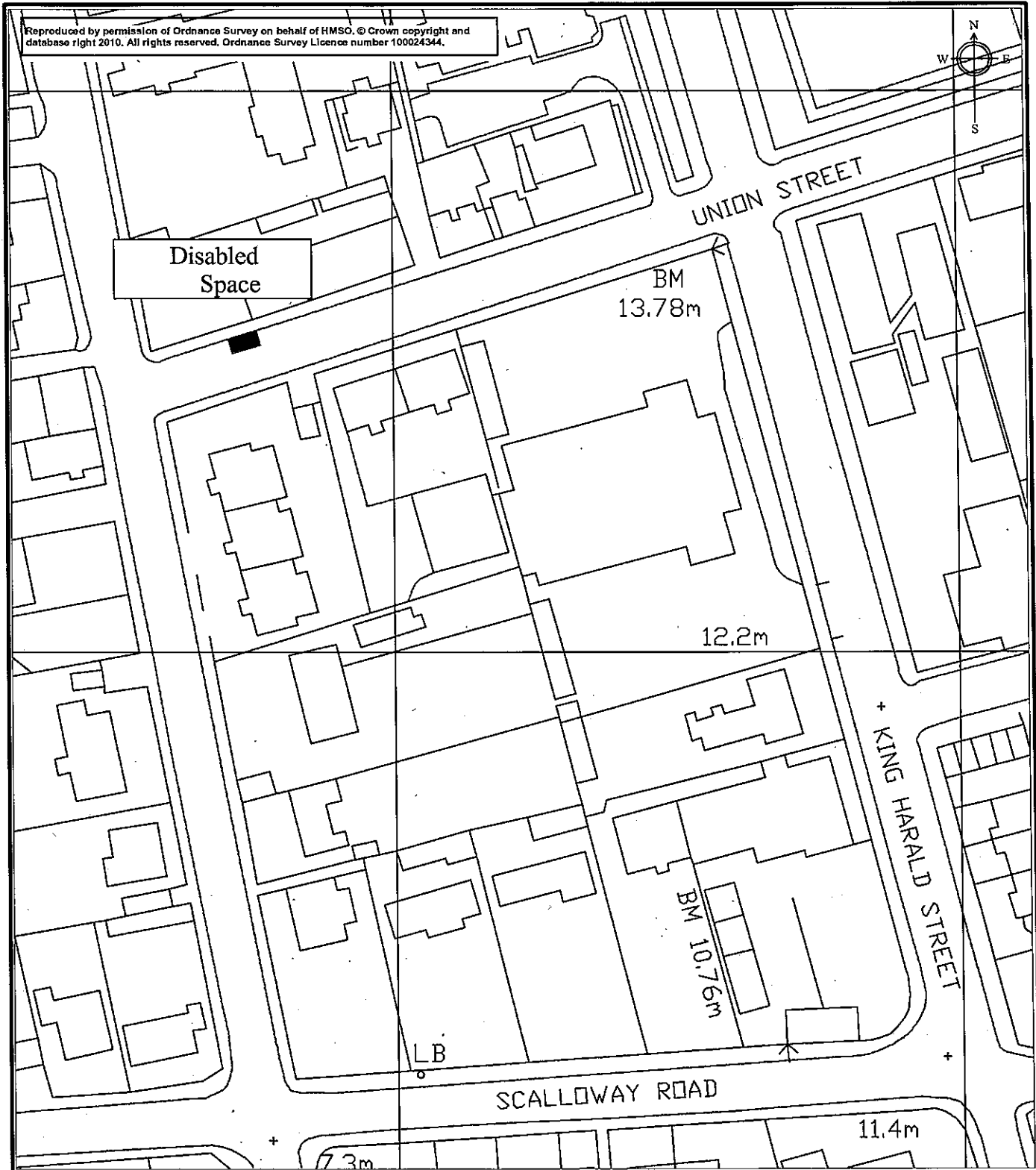
**4. Formal Objection**

Any person wishing to object to the proposed Order must send an objection in writing specifying the grounds on which the objection is made to the undersigned by 15 February 2013.

Phil Crossland  
Director of Infrastructure Services  
Proper Officer for Shetland Islands Council  
Infrastructure Services Department  
Grantfield  
Lerwick  
ZE1 0NT

16 January 2013

Reproduced by permission of Ordnance Survey on behalf of HMSO. © Crown copyright and database right 2010. All rights reserved. Ordnance Survey Licence number 100024344.



This is the plan referred to in the foregoing "Shetland Islands Council (Various Roads, Shetland) (Parking Place for Disabled Person's Vehicle) (Revokation No 1) Order 2013"

# Shetland Islands Council

Roads Service  
 Department of Infrastructure Services  
 Gremista, Lerwick, Shetland



Tel: 01595 744866 Fax: 01595 744869

Date: Jan 2013	Drawn: J.H.J.	Checked:	Scale: N.T.S.
Drg No: RK01A/2013			Rev:

Director of Infrastructure Services



Executive Manager: Dave Coupe  
**Director: Phil Crossland**

Lerwick Community Council  
Per, Mrs Katrina Semple, Clerk  
Community Council Office  
1Stouts Court  
Lerwick  
ZE1 0AN

Roads  
**Infrastructure Services Department**  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

Telephone: 01595 744866  
Fax: 01595 744869  
roads@shetland.gov.uk  
www.shetland.gov.uk

**RECEIVED**  
**24 JAN 2013**

If calling please ask for  
**John Johnson**  
Direct Dial: 01595 744149

Our Ref: JJ/SMG/R/E3/29  
Your Ref:

Date: 22 January 2013

Dear Mrs Semple

**SIC (Bruce Crescent, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2013**

The final version of the above proposed Order and its notice of proposal are enclosed for your information.

Should you wish to make a formal objection to the Order please write to John Johnson at the above address. The period for receipt of comments is prior to 22 February 2013.

Yours sincerely

Executive Manager, Roads  
[HLTempTrafficOrder.doc]

Enc.

**SHETLAND ISLANDS COUNCIL**  
**(Bruce Crescent, Lerwick)**  
**(Parking Place for Disabled Person's Vehicle)**  
**Order 2013**

NOTICE is hereby given that Shetland Islands Council propose to make the above named Order under Sections 1, 2, 32 and 35 of the Road Traffic Regulation Act 1984, as amended.

- 1 The general effect of the proposed Order is that a parking place in Bruce Crescent, Lerwick, at the frontage of Number 26, shall be used exclusively for the causing to remain at rest or the leaving of any vehicle which is being driven by a disabled person or used for the transportation of a disabled person and which displays in the relevant position a disabled persons badge.
- 2 Nothing in Article 1 above shall apply so as to prevent the permitting to stay at rest of any;
  - Police or Emergency Service Vehicle;
  - Vehicle used by Shetland Islands Council in the pursuance or exercise of statutory power or duties.
- 3 A copy of the proposed Order together with a plan showing the area of road affected and a Statement of Reasons for the making of the proposed Order, may be inspected at the Roads Service, Gremista, Lerwick, ZE1 0PX during normal office hours.
- 4 Any person wishing to object to the proposed Order must send an objection in writing specifying the grounds on which the objection is made to the undersigned by 22 February 2013.

Phil Crossland  
Director of Infrastructure Services  
Proper Officer for Shetland Islands Council  
Infrastructure Services Department  
Grantfield  
Lerwick  
ZE1 0NT

22 January 2013

Reproduced by permission of Ordnance Survey on behalf of HMSO.  
 © Crown copyright and database right 2010. All rights reserved.  
 Ordnance Survey Licence number 100024344.



This is the plan referred to in the foregoing "Shetland Islands Council (Bruce Crescent, Lerwick) (Parking Place for Disabled Person's Vehicle) Order 2013"

.....  
 Director of Infrastructure Services

# Shetland Islands Council

Roads Service  
 Department of Infrastructure Services  
 Gremista, Lerwick, Shetland



Tel: 01595 744866 Fax: 01595 744869

Date: Jan 2013	Drawn: J.H.J.	Checked:	Scale: 1:1,000
Drg No: P02/2013			Rev:



## SHETLAND ISLANDS AREA LICENSING BOARD

Clerk: Jan-Robert Riise  
Depute Clerk: Susan Brunton

Mrs Katrina Semple  
Clerk to Lerwick Community Council  
Community Council Office  
Stouts Court  
Lerwick  
Shetland  
ZE1 0AF

Your Ref: -  
Our Ref: PW/JI

Governance & Law  
Corporate Services Department  
Office Headquarters  
8 North Ness Business Park  
Lerwick  
Shetland  
ZE1 0LZ

Telephone: (01595) 744550  
Fax : (01595) 744585

[legal@sic.shetland.gov.uk](mailto:legal@sic.shetland.gov.uk)  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

If calling please ask for  
**Paul Wishart**  
Direct Dial: 01595 744090

Date: 22 January 2013

Dear Madam

### **Licensing (Scotland) Act 2005 Application for a Provisional Premises Licence**

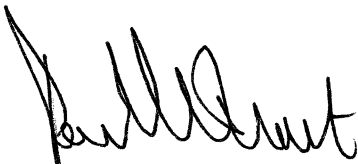
Please note that the Shetland Islands Area Licensing Board has received an application for a premises licence under the above legislation and is obliged to give notice to the relevant community council. The attached notice gives some detail of the application received for a premises in the area of your community council.

Any objections must be lodged with the Clerk to the Licensing Board via this office **by 18 February 2013**.

If the community council wishes to make objections or representations, you may access a pro-forma form (preferred) and guidance for your use on the Council's website at [www.shetland.gov.uk/licensing](http://www.shetland.gov.uk/licensing).

If you have any queries, please don't hesitate to contact me.

Yours faithfully



Assistant Clerk to the Licensing Board  
Enc

**LICENSING (SCOTLAND) ACT 2005**

**THE LICENSING (PROCEDURE) (SCOTLAND) REGULATIONS 2007**

**NOTICE OF PROVISIONAL PREMISES LICENCE APPLICATION**

<b>Applicant's Name</b>	<b>Name &amp; Address of Person (if any) representing the applicant</b>	<b>Name &amp; Address of Premises to which application relates</b>	<b>Whether for sale of alcohol for consumption on the premises, off the premises, or both</b>	<b>Core Times when Alcohol will be sold for Consumption on the premises, off the premises, or both</b>	<b>Date by which objections or representations may be made to the Board</b>
Staneyhill Brewery Ltd Ladies Drive Lerwick Shetland ZE1 0NA		Lerwick Brewing Company Ladies Drive Lerwick Shetland ZE1 0NA	Off the premises	Mon: 10am – 10pm Tue: 10am – 10pm Wed: 10am – 10pm Thurs: 10am – 10pm Fri: 10am – 10pm Sat: 10am – 10pm Sun: 10am – 10pm	18 February 2013

## Planning Application Summary

**2013/019/PPF** | Change of use from Class 8 residential institutions to Class 7 hotels and hostels, boarding and guest house | Leog House 2 Leog Lane Lerwick Shetland Shetland ZE1 0AH

**Reference:** 2013/019/PPF  
**Alternative Reference:** 000055764-001  
**Application Received:** 24 Jan 2013  
**Address:** Leog House 2 Leog Lane Lerwick Shetland Shetland ZE1 0AH  
**Proposal:** Change of use from Class 8 residential institutions to Class 7 hotels and hostels, boarding and guest house  
**Status:** Pending Consideration  
**Appeal Status:**  
**Appeal Decision:**

There are 0 cases associated with this application.

There is [1 property](#) associated with this application.

## Lerwick Planning Applications – January 2013

- [Erect single storey extension to existing dwellinghouse](#)

3 Baila Lerwick Shetland ZE1 0DH

Ref. No: 2013/005/PPF | Received: Wed 09 Jan 2013 | Validated: Mon 14 Jan 2013 |  
Status: Pending Consideration

- [To recover roof, replace rooflights, windows and door and undertake internal alterations](#)

Sea Winds 45 Commercial Street Lerwick Shetland ZE1 0AB

Ref. No: 2012/287/LBC | Received: Tue 28 Aug 2012 | Validated: Mon 07 Jan 2013 |  
Status: Pending Consideration