



# LERWICK COMMUNITY COUNCIL

## CHAIRMAN

Mr Jim Anderson  
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## CLERK

Mrs Katrina Semple  
Community Council Office  
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29 May 2013

Dear Sir/Madam

You are requested to attend a meeting of Lerwick Community Council to be held in the **Room 16, Islesburgh**, Lerwick at **7.00pm** on **Monday 3 June**.

The next meeting Lerwick Community Council will be on Monday 1 July 2013.

Yours faithfully

*K Semple*

Katrina Semple  
Clerk to the Council

## LCC Members Literature in Office

The Nature of Scotland – Spring/Summer 2013  
Scotland Bulletin – Spring 2013

# BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 6 May 2013
4. Business arising from the minutes
5. Blueprint for Education in Shetland – Statutory Consultation – Ms H Budge, Director of Children’s Education, SIC
  - 5.1 To discontinue education at Skerries School secondary department, with proposed transfer of pupils to Anderson High School
  - 5.2 Proposed Closure of Skerries School Secondary Department Response Form
6. Proposed Restructure of SIC Youth Service
  - 6.1 Restructure of SIC Youth Services/Youth Work Provision – Ms J Henry, Youth Worker, Islesburgh
7. Scotland Rural Development Programme 2014-20 Stage 1 Consultation
  - 7.1 Consultation on Scotland Rural Development Programme – Mr B McKenzie, SDRP Programme Manager
  - 7.2 Consultation on SRDP Programme 2014-2020 - Stage 1; Initial Proposals
  - 7.3 Consultation on SRDP Programme 2014-2020 - Respondent Information Form
8. Community Development Fund
  - 8.1 Community Development Fund Grant Application Guidelines – Draft
  - 8.2 Community Development Fund – Summary of Grant Scheme
9. Welfare Reform Act
10. Correspondence
  - 10.1 Sletts, Road Department Debris – Mr P Crossland, Director, Infrastructure Services
  - 10.2 Conservation Grant, Windows – Mr A Taylor, Team Leader, Planning, SIC
  - 10.3 LCC Meeting at Market House – Ms K Massie, Admin Assistant, ASCC
  - 10.4 Campsite-Shetland Local Development Plan – Mr A Taylor, Team Leader, Development Plans & Heritage, SIC
  - 10.5 Proposed Humps-North Road & Staney Hill Housing Scheme – Mr D Coupe, Executive Manager, Roads, SIC
  - 10.6 Pricing & Service Charges – Copy email from Mr S Garrett, Managing Director, Serco Northlink to Mr T Scott MSP
  - 10.7 Changes to Concessionary Rate, Serco – Copy Letter from Mr T Scott MSP to Mr K Brown, MSP
  - 10.8 Serco Northlink Pricing - Mr A Mowat, Ferries, Policy and Contracts-Scottish Government
  - 10.9 Procedure-Planning Application Consultations – Mr J Holden, Team Leader, Development Management, Planning, SIC
11. Financial Report as at 29 May 2013
  - 11.1 Annual Grants & Projects 2013-2014
  - 11.2 Grants & Projects 2013-2014
  - 11.3 Main Annual Running Costs 2013-2014
12. Application for Grant Assistance
  - 12.1 Access Road, Lower Sound – Mrs A Ramsay
13. Application for Premises Licence
  - 13.1 Chevalier Kalmar Accommodation Barge, Albert Dock

14. Planning Applications

- 14.1 **2013/117/PPF** Erect dwellinghouse, 11 Law Lane, Lerwick - Fred & Magdalena Gibson
- 14.2 **2013/150/PPF** Change of use, public toilet to community hub - Public Toilets, Clickimin, Lochside, Lerwick - Shetland Telecom
- 14.3 **2013/151/PPF** Change of use, public toilet to community hub - Public Toilets, Grantfield, North Road, Lerwick - Shetland Telecom
- 14.4 **2013/163/PPF** – To erect single storey building to provide café bar facility – Mr Dennis Leask
- 14.5 **2013/108/PPF** – Extend Workshop, Staney Hill Industrial Estate
- 14.6 **2013/182/PPF** – Change of use from office space to nursery and form new entrance, Old Infants School – Mr J Molloy
- 14.7 **2013/140/PPF** – Erect Dwellinghouse, 14 Reform Lane – Mr L Irvine
  - 19.7a Concerns re Application 2013/140/PPF – Neighbour 1
  - 19.7b Concerns re Application 2013/140/PPF – Neighbour 2
- 14.8 **2013/019/PPF** – Proposed Change of use from class 8 residential institutions to class 7 hotels and hostel, boarding & guest house -Leog House

15. Lerwick Planning Applications – May 2013

16. Any Other Business

**MONDAY 6 MAY 2013**

At a meeting of LERWICK COMMUNITY COUNCIL held in the Conference Room, Market House, Lerwick, at 7.00pm

**Members**

Mr A Henry  
Mr A Johnson  
Mrs A Simpson  
Mr A Wenger  
Mr S MacMillan  
Mr E Knight

Mr J Anderson  
Mr Spence  
Mr S Hay **Co-opted**  
Mr D Ristori  
Mr A Carter

**Ex-Officio Councillors**

Cllr M Bell  
Cllr A Wishart

Cllr J Wills **arrived 7.10pm, left 8.10pm**

**In Attendance**

Mrs K Semple, Clerk to the Council  
PC A Card, Police Scotland

**Chairman**

Mr J Anderson, Chairman to the Council presided.

05/13/01 **Circular**

The circular calling the meeting was held as read.

05/13/02 **Apologies for Absence**

Apologies for absence were received from Mr M Peterson, Ms K Fraser, Ms A Westlake, Mrs E Williamson, Cllr M Stout and Cllr C Smith.

05/13/03 **Minutes**

The minutes of the meeting held on 1 April were approved on the motion of Mrs A Simpson and seconded by Mr S Hay.

05/13/04 **Business Arising from the Minutes**

There was no further business arising.

Although it was not on the Agenda, PC Andrew Card attended the meeting; the Chairman welcomed him and invited him to give his report.

PC A Card advised that he would email a breakdown of the monthly crime figures for the Clerk of the Council to forward on to members.

He went on to state that intelligence led detection was the way forward. Information would be taken on board, graded and resources directed; information would then be fed back into the community.

He advised that he would provide the Clerk of the Council with his email address so that any issues or queries could be emailed directly, and that he would reply as soon as possible.

When asked if the 11.30-5.30 driving ban was being controlled on Commercial Street, PC A Card replied that the Police had presence on the street and that there had been no prosecutions. He added that there were no problems or issues regarding parking at the Fort following the installation of bollards at Clydesdale Bank.

He reassured members that drivers with disabled badges could still access the street at any time.

Mr A Henry noted much of the yellow lines on the street were deteriorating and could cause confusion.

PC A Card responded that he would email Shetlands Islands Council with regard to the issue but was aware that there was a 'push' to repaint yellow lines when the weather improved.

He reminded members that the Police Station was open from 8am-6pm, 7 days per week. In addition, anyone requiring assistance could press the intercom system at the Police Station door and the nearest Police officer would attend.

The Chairman thanked PC A Card for attending the meeting.

PC A Card left the meeting at 7.10pm.

05/13/05

**Meeting Venue – Lerwick Community Council**

Cllr A Wishart expressed concern that, due to the cost of the hire of the Town Hall Chamber, Lerwick Community Council had decided to hold their meetings elsewhere. He hoped to discuss the issue with Lerwick's other Councillors to see if anything could be done to assist in reinstating Town Hall Chambers as Lerwick Community Councils meeting venue.

Cllr M Bell had sympathy with the concern; he advised that Councillors had approved the new charging regime but stressed that there was no profit. He was hopeful that a resolution could be found, perhaps by accessing an accommodation allowance.

Cllr J Wills suggested that Lystina House may be an option worth considering, Councillors had a key and it would negate the need for a steward.

Mr E Knight thought that the situation was a disgrace and he hoped that there would be a way forward.

The Chairman reminded members that there was very little money to distribute; he thought that it seemed a shame that any of it should go back to Shetland Islands Council, to pay for a meeting venue, rather than benefiting the community.

05/13/06

### **Community Development Fund - Grant Scheme Consultation**

#### **6.1 Community Development Fund Consultation – Ms V Simpson, Executive Manager, Community Planning & Development, SIC**

Discussed during item 6.3

#### **6.2 Community Development Fund Grant Application Guidelines**

Discussed during item 6.3

#### **6.3 Community Development Fund – Summary of Grant Scheme**

All three documents were discussed together.

The Chairman raised concern that Community Development Companies were eligible to apply for funding. He thought that it was possible their applications may be more successful simply because they had much more experience at filling in grant application forms.

He asked if anyone had any other comments on the draft scheme.

Mr E Knight suggested that it may be worth looking into accessing funding in order to keep the Knab toilets open.

The Chairman responded that the first thing was to gather any comments on the draft scheme in order the scheme can be agreed and put in place; he added that there was no guarantee that it would exist after the current financial year.

Cllr M Bell advised that the scheme was brought in as an alternative to losing all the money and as an attempt to keep the money in the community. He stated that the document brought to the meeting was the second or third draft, as initial concerns and issues raised had been listened to.

He added that if a Development Company made an application, it had to be endorsed by its Community Council and it was a way of bringing Development Companies and the community together.

The Chairman pointed out that Community Councils and Community Development Companies were subject to a proposed total maximum of £3,000 grant funding in any one year. If every Development Group applied for the maximum funding the majority

of the Community Development Fund would be spent leaving very little to be shared amongst the eighteen Community Councils.

The Chairman advised that a workshop was planned for 18<sup>th</sup> May and thereafter a further meeting of the Joint Liaison Group would be convened to review and consider the feedback received.

He asked members to email himself, or the Clerk with any concerns or suggestions with regard to the draft proposals.

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

05/13/07

### **Proposed New AHS Communal Space Options**

#### **7.1 For Information – Plans, Eastwood High School, East Renfrewshire**

The Chairman asked members if they had any suggestions with regard to the use of the central atrium space within the proposed new Anderson High School.

Ms A Simpson suggested that, being aware of how long it takes to serve in the region of 1,000 children, it may be worth considering three separate eating areas for 1<sup>st</sup> & 2<sup>nd</sup>, 3<sup>rd</sup> & 4<sup>th</sup> and 5<sup>th</sup> & 6<sup>th</sup> year pupils.

She added that she did not feel that there was not enough detail to make an informed decision.

Mr S Hay stated that it would be a shame to reserve the area solely for eating & socialising when it offered such potential for learning and technology. He thought that the key theme should relate the space to meaningful learning.

Mr A Carter proposed that the area should be designed with flexibility in mind; he thought that it was not productive to tie the area down for a specific purpose at this time.

Cllr J Wills agreed that the area could be used for eating, but not solely. He suggested that seating and tables which could be quickly and easily stacked away would assist in making the space flexible allowing for a variety of uses, including artistic.

Mr A Wenger thought that it may be worth incorporating a theatre or stage for drama into the space.

#### **Campsite**

The Chairman informed members that he had had a meeting with Mr James Johnson General Manager, Shetland Recreational Trust and Dr Ann Black, Chief Executive, Shetland Charitable Trust. He learned that the sale of the campsite was no other than the sellers' liability; it was outside the core activity (charitable) of the Shetland Recreational Trust. The sum in question was not large and any monies from the sale would be used for charitable purposes within their core activity.

He clarified that SRT had intimated that they would not be looking to develop another campsite as it was not part of their core activity.

Cllr J Wills argued that providing young backpackers with the option of cheap accommodation when travelling was clearly charitable and therefore a core activity.

He stressed that there had to be a solution, and it didn't have to be expensive. He thought that the obvious choice was Seafield; a toilet and shower block was already there.

Cllr J Wills stated that it was a moral responsibility to see that an alternative campsite was sought and appealed to the Councillors for their support.

He informed members that he had discussed the situation with Ms H Budge, Chief Executive, Children's Services, SIC and that they were looking at various options.

Cllr A Wishart stated that he would like to see an analysis done of backpackers compared to caravan owners.

Mr E Knight informed members that SRT were making a profit from the campsite and that this was noted in their annual report.

The Chairman noted that if all interested parties could get together, the cost of providing a campsite need not be a big financial burden on any one group.

Cllr M Bell advised that the campsite was chosen as the best site for the new school for a number of reasons, including time and cost implications and proximity to the Leisure Centre. He didn't like to say too much but there had been discussion with the Caravan Club, a number of irons were in the fire and they were working actively to assist progress.

With regard to the proposed new Anderson High School Mr D Ristori put forward the request for consideration to be given for a parking or drop off lay by for school buses on the main South/North Lochside Road.

The Chairman asked when progress would be made with regard to the new school.

Cllr M Bell replied that Hub Co would come to Shetland following the purchase of the land. He hoped that detailed design work on the plan would begin by the end of summer.

05/13/08

**Amendments to Clickimin Broch Floodlighting Agreement – Ms A O'Farrell, Assistant Factor, Historic Scotland**

Noted

**8.1 Revised Clickimin Broch Floodlighting Agreement for Approval**

Mrs A Simpson thought that Historic Scotland's proposal to reduce the termination of the Floodlighting Agreement from 12 months to six months was a good compromise.



There being no objections to the proposal, he asked the Clerk of the Council to write to Ms O'Farrell, Assistant Factor, Historic Scotland to advise her that Lerwick Community Council had approved the revised draft Clickimin Broch Floodlighting Agreement.

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

## **8.2 Revised Clickimin Broch Floodlighting Plan for Information**

Noted

05/13/09

## **Correspondence**

### **9.1 Redundant Road Markings – Mr D Coupe, Executive Manager, Roads, SIC**

Noted

### **9.2 Broch Visitor Centre – Mr G Douglas, Regional Works Manager, Historic Scotland**

Noted

### **9.3 Pricing and Service Changes – Mr J A Linklater, Customer Care Manager, Serco Northlink**

The Chairman advised that representations should be made to ZetTrans and the Government to request that Serco NorthLink be run as it was historically, rather than to the letter of the contract.

Mr E Knight agreed that the historical status quo should prevail.

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

### **9.4 Pricing and Service Changes, Serco NorthLink – cc from Tavish Scott, MSP to Mr S Garrett, Managing Director, Serco Northlink**

Noted

### **9.5 Knab Toilets, Possible Closure – Mr J Emptage, Team Leader, Cleansing, Ground & Burial Service, SIC**

Mr E Knight speculated if the legislation which brought in public toilets was still in place.

The Chairman asked the Clerk of the Council to write to Mr J Riise to enquire.

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

The Chairman voiced concern that if Lerwick Community Council secured funds to run the Knab toilets, would they also be expected to take on the responsibility for the building and any related risks.

He asked the Clerk of the Council to hold the item over for the June meeting of Lerwick Community Council, once the costs, promised by Mr J Emptage, were made available.

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

**Cllr J Wills left 8.20pm**

Mr D Ristori noted that the toilets at Grantfield had been closed for four years. He asked if enquiries could be made as to if there were any plans to take the building away.

**9.6 Surface Dressing & Re-surfacing Programme – Mr N Hutcheson, Engineer, Roads, SIC**

The Chairman enquired if there were still plans to rebuild Knab Road.

Cllr A Wishart responded that it had been decided to wait until a decision had been made with regard to the siting of the new Anderson High School.

He advised the Chairman that he would find out what the current plans were for Knab Road.

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

**9.7 Bollards at Clydesdale Bank – cc letters to Cllr J Wills & Cllr C Smith**

The Chairman asked the Clerk of the Council to write to the concerned member of the public and advise her that blue badge holders have unrestricted access to drive on the street at any time.

**9.8 Streetlighting Review, Lighting Reduction Options – Mr D Coupe, Executive Manager, Roads**

Noted

**9.9 Review of the Registration Service in Shetland – Mr J Riise, Executive Manager, Governance & Law, SIC**

Noted

05/13/10

**Financial Report as at 30 April 2013**

Noted

**10.1 Financial report as at 31 March 2013**

Noted

**10.2 Main Annual Running Costs Budget Forecast 2013-2014 & Comparison Figures 2012-2013**

Noted

**10.3 Annual Grants & Projects 2013-2014 & Comparison Figures 2012-2013**

Noted

05/13/11

**Application for rant Assistance**

**11.1 Summer Event – Summer Bunting & re-usable Planters 2012-2013**

The Chairman asked members to be mindful of Lerwick Community Councils limited available funds.

Mr D Ristori proposed that the full amount requested, of £927.75 should be awarded.

Mr A Carter seconded the motion.

There being no counter proposal, the motion was carried.

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

05/13/12

**Planning Application**

**12.1 2013/140/PPF – Erect Dwellinghouse, 14 Reform Lane, Lerwick – Mr L Irvine**

No objection

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

05/13/13

**Lerwick Planning Applications – April 2013**

Noted

05/13/14

**Any Other Business**

**Old Archives**

Mr D Ristori suggested that it may be worth considering turning the Old Archives into a temporary car park.

The Chairman advised that the site of the Old Archives was diarised for discussion at the June meeting of Lerwick Community Council. He asked Mr D Ristori to raise his suggestion at that meeting.

**Stile – Sands of Sound Beach**

Mr D Ristori noted that the stile on the path between the old kirk yard and Gospel Hall, a well used access route to Sands of Sound beach, was in a very poor state of repair. He suggested that it may be a benefit to the public if consideration could be given to the stile being replaced by a swing gate.

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

The Chairman asked the Clerk of the Council to write to Mr J Duncan, Outdoor Access Officer, Planning, SIC

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

**Co-op Loading Bay**

Mr D Ristori reminded members that the Co-op received planning permission in July 2006 for a new goods delivery access from the Lerwick Port Authority's link road, but delivery trucks were still causing problems to pedestrians by reversing off the road and parking on the pavement.

He enquired if it would be possible to write to the new manager of the Scottish Co-op and enquire if he had any plans to move the delivery access from the current position.

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

**Double Glazing – Lanes**

Ms A Simpson asked if enquiries could be made as to the current situation regarding grants for double glazing in conservation areas.

The Chairman asked the Clerk of the Council to write to Ms G Hughes, Planning Officer, Conservation, SIC with the enquiry.

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

**Sletts**

The Chairman expressed concern and disappointment that a portakabin site hut was removed from Sletts but four boulders, rope and surplus spoli was left behind.

He asked the Clerk of the Council to write to Shetland Islands Council to request that the area be cleaned up as soon as possible.

**(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.....**



Director of Children's Services: Helen Budge

Children's Services      Item 5  
Hayfield House  
Hayfield Lane  
Lerwick  
Shetland, ZE1 0QD

Telephone: 01595 744000  
Fax: 01595 744074  
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If calling please ask for:  
**Helen Budge**

Direct Dial: 01595 744064

Our Ref: **HB/sm/B50/Cor/002**  
Your Ref:

Date: as postmark

Dear Consultee

## **Blueprint for Education in Shetland: Statutory Consultations**

Following approval by Shetland Islands Council on 20 September 2012, as part of the development of the Blueprint for Education in Shetland, Children's Services is progressing with statutory consultation on the following proposals during the period Tuesday, 14 May 2013 to Friday, 28 June 2013:

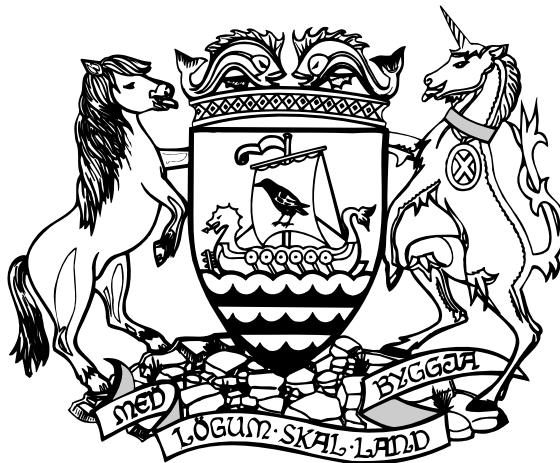
- To discontinue education at Olnafirth Primary School, with proposed transfer of pupils to Brae High School primary department, and
- To discontinue education at Skerries School secondary department, with proposed transfer of pupils to the Anderson High School.

Enclosed with this letter is the notice of consultation about the proposal which affects you, and I hope you will send us your views.

Yours sincerely

Helen Budge  
Director of Children's Services

Enc



## Shetland Islands Council

### Children's Services

### Proposal Paper

May 2013

#### **The following Schools are affected by this Proposal:**

- **Skerries School**
- **Anderson High School**

This Proposal Paper has been issued by Shetland Islands Council Children's Services in accordance with the Schools (Consultation) (Scotland) Act 2010.

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NB: Services Committee was replaced in part by Education and Families Committee in May 2011.

Schools Service, Education and Social Care was replaced by Schools/Quality Improvement, Children's Services in May 2011.

These terms are used somewhat interchangeably throughout this document.

# Shetland Islands Council

## Children's Services

### THIS IS A PROPOSAL PAPER

## 1. THE PROPOSAL

### INTRODUCTION

- 1.1 This Proposal Paper has been prepared by the Children's Services in accordance with the Schools (Consultation) (Scotland) Act 2010 (the Act).
- 1.2 The Act sets out a consultation procedure which a Local Authority must follow for certain proposals affecting schools in their area. The current proposal is for the discontinuation of a stage of education and is therefore subject to the consultation procedure.
- 1.3 The first step of the consultation procedure is the publication of the Proposal Paper. The Proposal Paper sets out the details of the relevant proposal and contains the Educational Benefits Statement in respect of the proposal.

#### **Detail of the Proposal:**

That subject to the outcome of this proposal exercise and statutory consultation process as set out in the Schools (Consultation) (Scotland) Act 2010:

1. Education provision at Skerries School Secondary Department (Secondary 1 to Secondary 4) be discontinued with effect from 04 July 2014, or as soon as possible thereafter;
2. The pupils of Skerries School Secondary Department continue their education at the Anderson High School from 18 August 2014, or as soon as possible thereafter and
3. The catchment area for the Anderson High School be altered to include the current catchment area for Skerries School Secondary Department.

### PROPOSED DATE FOR IMPLEMENTATION OF THE PROPOSAL

- 1.4 The proposed date for the implementation of the Proposal is 18 August 2014, or as soon as possible thereafter.



## 2. SUMMARY OF THE PROCESS FOR THIS PROPOSAL PAPER

### PUBLICATION INFORMATION

#### Proposal Paper Published

2.1 The Proposal Paper will be available for inspection, free of charge, at Skerries School, Skerries, the Anderson High School, Lovers' Loan, Lerwick, at the Shetland Library, Lower Hillhead, Lerwick, and published on the Shetland Islands Council website: [www.shetland.gov.uk](http://www.shetland.gov.uk).

2.2 Copies of this Proposal Paper are also available on request from:

Children's Services  
Hayfield House  
Hayfield Lane  
Lerwick  
Shetland  
ZE1 0QD

2.3 This Proposal Paper is available in alternative formats or in translated form for readers whose first language is not English. Please apply to:

Children's Services  
Hayfield House  
Hayfield Lane  
Lerwick  
Shetland  
ZE1 0QD

Telephone 01595 744000 or  
email: [blueprintforeducation@shetland.gov.uk](mailto:blueprintforeducation@shetland.gov.uk)

2.4 Information on the proposal will be made available, free of charge, to the consultees listed as follows:

- the Parent Councils of the affected schools;
- the parents of the pupils of the affected schools;
- the parents of any children expected by the Children's Services to attend the affected schools within two years of the date of the publication of the Proposal Paper;
- the pupils at the affected schools in so far as the Children's Services considers them to be of a suitable age and maturity;
- the staff (teaching and other) at the affected schools;
- any trade union which is a representative of the staff;
- the Community Councils of the affected areas;
- Shetland Partnership (the Community Planning Partnership);
- any other users of the affected schools that the Children's Services considers relevant;
- the constituency Member of the Scottish Parliament;
- the constituency Member of Parliament;
- the List Members of the Scottish Parliament.

## **Advertisement in Local Media**

- 2.5 An advertisement will be placed in the relevant local media on Friday 10 May 2013, giving the dates for the consultation period and public meetings.

## **Consultation Period**

- 2.6 The consultation for this proposal will run from Tuesday 14 May 2013 and will end on Friday 28 June 2013. This period allows for the statutory minimum of 30 school days.

## **Public Meetings**

- 2.7 Public meetings will be held on:

Tuesday 28 May 2013  
Anderson High School  
Lerwick  
7.00 pm to 9.00 pm

and

Friday 07 June 2013  
Skerries Hall  
Skerries  
12.00 to 2.00 pm

A record will be taken at the meeting of questions, responses and views. This record will be published on the Shetland Islands Council website and a copy will be made available on request.

## **Meetings with Pupils and Staff**

- 2.8 Meetings will be held with pupils (who are considered to be of a suitable age and maturity) and staff in the affected schools. A record will be taken of questions, responses and views. This will be published in the Consultation Report.

## RESPONDING TO THE PROPOSAL

- 2.9 Interested parties are invited to respond to the Proposal by making written or electronic submissions on the Proposal to:

Children's Services  
Blueprint for Education (Skerries School Secondary Department  
Consultation)  
Hayfield House  
Hayfield Lane  
LERWICK  
ZE1 0QD

or

email: [blueprintforeducation@shetland.gov.uk](mailto:blueprintforeducation@shetland.gov.uk)

- 2.10 A response form is available from Children's Services, Hayfield House, Hayfield Lane, Lerwick, ZE1 0QD, or online at [www.shetland.gov.uk](http://www.shetland.gov.uk) for the convenience of those wishing to respond electronically. Its use is not compulsory.

If you wish to respond by letter or electronically you are invited to state your relationship with the school – for example, “pupil”, “parent”, “grandparent”, “former pupil”, “teacher in school”, “member of the Community” etc. Responses from Parent Councils, staff and Pupil Councils are particularly welcome.

Please be aware that the content of your response will be open to public scrutiny and may have to be supplied to anyone making a reasonable request to see it. If you do not wish the content of your response to be made publicly available, you should clearly state: “I wish my response to be considered as confidential with access restricted to Councillors and council officers of Shetland Islands Council.” Otherwise, it will be assumed that you agree to the content of your response being made publicly available.

No personal information provided as part of a response will be made publicly available.

All written responses must be received by the last day of the consultation period, 28 June 2013.

## INVOLVEMENT OF EDUCATION SCOTLAND (previously HMle)

- 2.11 When the Proposal Paper is published, a copy will also be sent to Education Scotland by Shetland Islands Council. Education Scotland will also receive a copy of written representations received by Shetland Islands Council from any person during the consultation period or, if Education Scotland agree, a summary of them. Education Scotland will be invited to the public meetings. Education Scotland will further receive a summary of any oral representation made to the Council at the public meetings that will be held and a copy of any other relevant documentation. Education Scotland will then prepare a report on the educational aspects of the Proposal not later than three weeks after Shetland Islands Council has sent them all representations and documents

mentioned above or within such longer period as is agreed between them. As a result of the summer holiday period, Children's Services has agreed with Education Scotland that the three-week period will commence on Monday 26 August 2013.

In preparing their report, Education Scotland may enter the affected schools and make such reasonable enquiries of such people there as they consider appropriate and may make such reasonable enquiries of such other people as they consider appropriate.

## **FIRST REVIEW PERIOD**

- 2.12 Once the consultation period has ended, Shetland Islands Council will review the Proposal having regard to the report by Education Scotland, written representations that it has received and oral representations made to it by any person at the public meeting. Children's Services will then, on behalf of Shetland Islands Council, prepare a Consultation Report.

## **CONSULTATION REPORT**

- 2.13 The Consultation Report will be published in electronic and printed formats. It will be available on the Shetland Islands Council website, from Hayfield House, the Shetland Library, as well as the affected schools, free of charge.

Anyone who made written representations during the Consultation Period will also be informed about the Consultation Report. The Consultation Report will include a record of the total number of written representations made during the Consultation Period, a summary of the written representations, a summary of the oral representations made at the public meetings, as well as any written or oral representations it has received, together with a copy of the report by Education Scotland, the Authority's response to that report and any other relevant information, including details of any alleged inaccuracies and how these have been handled.

The Consultation Report will also contain a statement explaining how it complied with the requirement to review the Proposal in light of the report by Education Scotland and representations (both written and oral) that it received.

## **SECOND REVIEW PERIOD**

- 2.14 The Consultation Report will be published and available for further consideration for a period of three weeks, before it is presented to Education and Families Committee.

## **SHETLAND ISLANDS COUNCIL DECISION**

- 2.15 The Consultation Report, together with any other relevant documentation, will then be considered by Education and Families Committee, who will make a

recommendation. This recommendation is then subject to Shetland Islands Council approval.

## **SCOTTISH MINISTERS CALL-IN**

- 2.16 As set out in the Schools (Consultation) (Scotland) Act 2010, the Authority is required to notify the Scottish Ministers of the decision made by Shetland Islands Council, and provide them with a copy of the Proposal Paper and Consultation Report.

The Scottish Ministers have a six-week period from the date of that final decision to decide if they will call-in the Proposal. Within the first three weeks of that six-week period, the Scottish Ministers will take account of any relevant representations made to them by any person. Until the outcome of the six-week call-in process has been notified to Shetland Islands Council, the Council will not proceed to implement the decision made as regarding the Proposal. If the Scottish Ministers call-in the Proposal they may refuse to consent to the Proposal or grant their consent to the Proposal, subject to conditions, or unconditionally.

## **NOTE ON CORRECTIONS**

- 2.17 If any inaccuracy or omission is discovered in this Proposal Paper, either by Shetland Islands Council or any person, Shetland Islands Council will determine if relevant information has been omitted or there has been an inaccuracy. It will then take appropriate action which may include the issue of a correction or the re-issuing of the Proposal Paper, or the revision of the timescale for the consultation period if appropriate. In that event, relevant consultees and Education Scotland will be advised.

## **3. BACKGROUND INFORMATION**

- 3.1 In June 2007, Children's Services was given a remit by Shetland Islands Council, through the Corporate Plan, "to develop a modern blueprint for the shape of the service across Shetland for 10 years time". Children's Services has been working on developing a Blueprint for Education since being given this remit. Some of the key milestones are set out below.
- 3.2 In November 2007, the Services Committee of Shetland Islands Council considered a report "Developing a Blueprint for the Education Service". Following consideration of the report, Councillors agreed that:
- the key drivers should be to provide the best quality educational opportunities and best quality learning environment for all;
  - in so doing, the opportunity for savings to bring budgets to a sustainable level should be considered; and
  - the final Blueprint was presented to Services Committee with an action plan to look at all schools, internal management, the necessary investment required, quality of education, new ways of delivering education and the potential for each school within a realistic timescale.

- 3.3 Membership of a Member/Officer Working Group was agreed in early 2008 in order to help take forward the development of a Blueprint for Education.
- 3.4 As a result of the issues emerging from the Working Group, Shetland Islands Council gave approval for Children's Services to undertake a community-wide informal consultation consisting of a widely distributed questionnaire and comprehensive series of meetings in order to inform the direction of the Blueprint for Education. Following analysis of the consultation outcomes Councillors approved the following Principles for Education in March 2009:
- to ensure strategic planning, effective leadership and quality assurance to bring about improvement;
  - to ensure effective partnership working;
  - to ensure that all families have access to quality early education and childcare provision;
  - to ensure all schools deliver Curriculum for Excellence, specifically, a broad curriculum, a breadth of experience, social interaction and learning experiences;
  - to ensure all learners experience smooth transitions between stages of learning, supported by the highest possible professional standards;
  - to ensure all learners in Shetland have equal opportunity throughout their educational experience to enable them to achieve their full potential;
  - to ensure that these principles are delivered within Shetland Islands Council's budget.

These principles are Shetland Islands Council policy and underpin the development of the Blueprint for Education.

- 3.5 Children's Services undertook work on various aspects of education service delivery. Informed by this work it was agreed by Shetland Islands Council that Children's Services undertake a consultation process to gather information on options for change across all schools in Shetland. This informal consultation took place between January 2010 and the end of March 2010. Further information can be found at [www.shetland.gov.uk](http://www.shetland.gov.uk)
- 3.6 Following an evaluation of the informal consultation, nine proposals were presented to Services Committee on 17 June 2010.
- 3.7 Services Committee and subsequently Shetland Islands Council agreed to take forward the Blueprint for Education Primary Proposal 2 and Secondary Proposal 2.
- 3.8 Secondary Proposal 2 included:
- "Formal consultation would begin for the closure of Scalloway Junior High School Secondary Department and Skerries School Secondary Department."
- 3.9 Primary Proposal 2 included:
- "Formal consultation would begin for the closure of Uyeasound Primary School, Burravoe Primary School, North Roe Primary School, Olnafirth Primary School and Sandness Primary School."

- 3.10 Between August 2010 and May 2011, Children's Services undertook Statutory Consultation on the Proposals in accordance with The Schools (Consultation) (Scotland) Act 2010. As a result of these consultations and subsequent approval from Shetland Islands Council and the Scottish Minister, education provision was discontinued at Scalloway Junior High School Secondary Department and at Uyeasound Primary School.
- 3.11 The planned Statutory Consultation on education provision at Olnafirth Primary School due to take place in August 2011 was deferred following the implementation of a national year-long Moratorium on Rural School Closures in June 2011. A Commission on the Delivery of Rural School Education was also established and has now reported. The key recommendations made by the Commission have been considered during the development of this report.
- 3.12 In February 2012 Councillors asked Children's Services to "undertake a refresh of the Blueprint for Education using existing information, taking account of the outcome of the Commission on the Delivery of Rural School Education deliberations and guidance, when available, considering the implementation of Curriculum for Excellence, the Senior Phase, the National Qualifications range and links with further education/other learning settings and based on the underpinning principles of the Blueprint for Education project of equality, quality and value for money, and taking account all new learning methods and Information Communication Technology links and facilities".
- 3.13 Children's Services reported back to Councillors on 20 September 2012 and they approved the following:
- Shetland Islands Council's Statement for Education 2012-2017  
"We will ensure the best quality education for all our pupils to enable them to become successful learners, who are confident individuals, effective contributors and responsible citizens. We will achieve this through the highest standard of teaching and learning delivered in modern, well equipped school buildings which are financially sustainable".
  - Shetland Islands Council's Commitments for Education 2012-2017. These commitments were made taking account of the Principles of Education agreed by Councillors in March 2009. See 3.4.
    - Primary Education: we will provide primary education in all our remote isles with pre-school provision as and when required. We will organise primary education in establishments which are viable both educationally and financially.
    - Secondary Education: we will organise education to provide the breadth of curriculum to best develop a young person's skills and particular interests in viable establishments/schools.
    - Childcare: it will be developed in line with the Childcare Strategy. We will work with voluntary and private sector providers to secure more integrated and flexible services that meet local need.

- Youth Strategy: we will develop a Youth Strategy for Shetland which encapsulates activities children and young people are involved in across Shetland.
- Catchment Areas: we will consult on any change to a school's catchment area as part of any future statutory consultation process.
- Travel Times: we will organise transport to ensure that, as far as possible, pupils will not travel for longer than the current maximum single journey time in 2011/12.
- Transport: we will ensure School Transport is given high priority.
- Community involvement in Schools: we will work to ensure that children's community identity is protected, opportunities are put in place for them to be participating in any new school community they are part of and the Youth Strategy is developed to enhance young people's participation in the communities they are part of.
- Use of Buildings: we will ensure that the potential use of school buildings will be part of the statutory consultation process.

- Shetland Islands Council's Plan for Delivering Education 2012-2017

#### Phase 1

<b>Closure Proposal</b>	<b>Receiving School</b>	<b>Statutory Consultation</b>	<b>Proposed Transfer Date</b>
Aith Junior High School Secondary Department	Anderson High School	2013	August 2014
Skerries School Secondary Department	Anderson High School	2013	August 2014
Olnafirth Primary School	Brae High School Primary Department	2013	August 2014
*Sandwick Junior High School Secondary Department	Anderson High School	2013	August 2016



## Phase 2

<b>Closure Proposal</b>	<b>Receiving School</b>	<b>Statutory Consultation</b>	<b>Proposed Transfer Date</b>
Burravoe Primary School	Mid Yell Junior High School Primary Department	2014	August 2015
North Roe Primary School	Ollaberry Primary School	2014	August 2015
Urafirth Primary School	Ollaberry Primary School	2014	August 2015
Urafirth Primary School Nursery Department	Ollaberry Primary School	2014	August 2015

## Phase 3

<b>Closure Proposal</b>	<b>Receiving School</b>	<b>Statutory Consultation</b>	<b>Proposed Transfer Date</b>
Whalsay School Secondary Department	Anderson High School	2015	August 2016
Sandness Primary School	Happyhansel Primary School	2015	August 2016

\*The statutory consultation regarding the proposed closure of Sandwick Junior High School Secondary Department was moved from Phase 3 to Phase 1 following requests from Sandwick Parent Council. This was approved by Education and Families Committee on 23 January 2013 and Shetland Islands Council on 18 February 2013.

- 3.14 As stated above, consultation was undertaken between August 2010 and May 2011 on closing Skerries School Secondary Department. The outcome of that Proposal was that a majority of Councillors voted for Skerries School Secondary Department to stay open at that time. The reason for re-visiting this proposal so soon is principally due to concerns about educational sustainability, including concerns about future teacher recruitment for a three-pupil secondary school department. The proposal to revisit Skerries School Secondary Department has been widely publicised locally, along with the other Blueprint Proposals, since mid-2012 and a Parent Council (not Skerries) has asked for and been granted an altered timeline within the overall Blueprint scheduling.
- 3.15 On 20 September 2012, the Medium Term Financial Plan was approved by Shetland Islands Council. This included an identified saving of £3.249 million from the implementation of the Blueprint for Education.

## 4. PRESENT POSITION

4.1 The Shetland Partnership Community Plan 2012 – 2020 has a purpose “to work together and with communities to make Shetland a place where people want to live, because of our quality of life, employment opportunities, our strong sense of community and our stunning environment”.

4.2 It sets out its commitments in relation to priority areas:

- Equalities “we will actively monitor equal opportunities and adhere to statutory duties”.
- Sustainability “we will make sustainable decisions and work to ensure that our actions meet our present needs without impinging on future generations”.
- Community Engagement “we will support the development of strong, active and inclusive communities that are involved in decision-making”.
- Prevention and Early Intervention “we will work together to prevent problems for individuals arising in the first place and to stop problems becoming more serious than are already evident”.

4.3 The Community Plan 2012 – 2020 sets out specific priorities. One of these priorities relates to learning and support. The local outcomes associated with this priority are defined as:

- Our young people are successful learners, confident individuals, effective contributors and responsible citizens;
- We have improved the life choices for children, young people and families at risk.

Children’s Services is strongly committed to the Community Plan and in particular to this section. Children’s Services is leading on some of the key workstreams, including fully implementing Curriculum for Excellence. This Proposal concerning Skerries School Secondary Department supports the first outcome detailed above by increasing opportunities and increased peer interaction for pupils.

The Community Plan also articulates a priority for communities to be wealthier and fairer, with one of the key outcomes relating to public sector financial sustainability which this Proposal also supports.

4.4 The multi-agency Single Outcome Agreement 2012/13, led by the Local Authority, reiterates the commitments set out in the Community Plan in relation to both learning and support and wealthier and fairer. This Proposal is thus also in line with the Single Outcome Agreement.

4.5 Shetland Islands Council’s priorities were approved within the Medium Term Financial Plan on 20 September 2012 by Shetland Islands Council. The core themes set out as Council priorities were:

- a soundly-led and managed council, living within its means;
- focussed on delivering essential services efficiently and effectively, particularly those critical services for children and the elderly, and transport;
- being mindful of how change could affect the vulnerable and

disadvantaged;

- conscious that a healthy economy and strong communities underpin Shetland's long-term viability;
- awareness that we must all work together across the Council and with all our partners to achieve the best results.

This Proposal supports these priorities, in particular the first two. An updated Council Corporate Plan is currently in draft form and, whilst the Plan has not yet been submitted for approval, it is expected that it will be developed using the above priorities and including the key Council plans and actions set out in the Community Plan and Single Outcome Agreement. That being the case, this Proposal will also be in line with the upcoming Corporate Plan.

- 4.6 The Proposal to discontinue secondary education at Skerries School is one part of a group of proposals agreed by Shetland Islands Council on 20 September 2012.
- 4.7 The Blueprint for Education is a management project with significant changes to determine the future of education in Shetland, remitted by Shetland Islands Council Services Committee in June 2007. At the time, the principle drivers were, given the projected decline in the pupil population across Shetland, to create an educationally and financially sustainable model of education for the future.
- 4.8 Shetland Islands Council now faces significant strategic challenges and the Blueprint for Education must be considered in this context. The Blueprint for Education is a management project with significant changes which addresses strategic priorities, allocation of resources, a Best Value Option Appraisal, and choices over value for money.
- 4.9 In presenting the Blueprint for Education Proposals to Shetland Islands Council Services Committee in June 2010 Children's Services presented Councillors with a number of strategic proposals for the future of education in Shetland. All of these took account of the outcomes of a number of community consultations and provided options for increasing levels of change. They also took account of the implications of Curriculum for Excellence for Shetland's school estate and presented significant levels of savings in Children's Services revenue budgets.
- 4.10 Up until recently, Shetland Islands Council has been in a position to use reserves to support the school estate within this community in terms of the numbers of schools and the levels of staffing within them. As a result, Shetland provides high-quality education to all its pupils as evidenced in almost all reports by Education Scotland. However due to spare capacity and high levels of staffing, this comes at a significantly higher cost per pupil than the Scottish average. The national figures for 2013/14 are not available. The latest published figures are for 2011/12 and show that the average cost per secondary pupil in Shetland is £9,517 and in Scotland is £5,681.
- 4.11 Overall, across Shetland, the secondary school estate is only 71% occupied. There are 2411 pupil places available in secondary schools in Shetland and in May 2013, only 1437 of those pupil places were occupied.

4.12 In 2009 the Scottish Government also articulated its vision for the future school estate in Scotland, in 'Building Better Schools: Investing in Scotland's Future'. Local Authorities are required to take account of these aspirations in planning changes to their school estate, namely:

- all children and young people will be educated in, and community users will use, schools that are 'fit for purpose' in terms of condition, suitability and sufficiency;
- schools are well-designed, accessible, inclusive learning environments that inspire and drive new thinking and change and which support the delivery of high quality educational experiences through Curriculum for Excellence;
- schools are integral parts of the communities they serve, with pupils making use of community facilities and communities accessing school facilities;
- schools accommodate and provide a range of services, activities and facilities that make a difference to people's health and wellbeing, to sustaining economic growth and to the strength and vibrancy of communities;
- a sustainable school estate whose design, construction and operation is environmentally and energy efficient; contributes directly to delivering the year-on-year reductions in greenhouse gas emissions introduced by The Climate Change (Scotland) Act 2009, which is resilient to the impact of climate change and which leads by example in matters of environmental performance;
- a school estate that is efficiently run and that maximises value for money;
- a school estate which is flexible and responsive — both to changes in demand for school places and to learners' and teachers' requirements and wishes, and where the beneficial impact of change is maximised by thorough consultation and engagement with users and stakeholders.

4.13 Shetland Islands Council must take account of all of these aspirations in making changes to the school estate.

4.14 In addition, Education Scotland, an executive agency of the Scottish Government, continues to provide external evaluations of the quality of education in Scottish schools through their regular cycle of school inspections.

4.15 The last school inspection report for Skerries School was published on 30 August 2005. The key strengths identified by the inspectors were:

- the friendly, welcoming ethos and the strong sense of identity and pride in the school;
- very close relationships between the school and the local community;
- high quality accommodation and provision of resources for learning;
- polite, very well-behaved and motivated pupils;
- commitment of all staff to the care and educational experiences of each pupil;
- the hard work and flexible approach of the Head Teacher and her staff in providing a broad and balanced curriculum at all stages.

- 4.16 The last inspection report for Anderson High School was published on 28 February 2012. The key strengths identified by the inspectors were:
- well-behaved, responsible young people who are keen to learn and actively support their school and community;
  - a safe, caring, supportive and inclusive environment for all young people;
  - high quality support from specialist staff for young people with particular learning needs;
  - staff's enthusiasm and dedication to enhancing experiences for young people;
  - the strong lead and direction from the Head Teacher, ably supported by the Depute Head Teachers.

### **Skerries School Secondary Department**

- 4.17 Skerries School serves the islands of Out Skerries as shown in Appendix 1, and provides education for all the children on the isles up to and including Secondary 4. Following Secondary 4, pupils transfer to the Anderson High School in Lerwick where they live in the Halls of Residence during the school week, returning to Skerries at weekends.
- 4.18 Skerries School was built in 1966 and an extension added circa 2000. In the current session, there are three pupils on the Skerries School Secondary Department roll. The projected trend is for the roll to remain steady with two or three pupils for the coming years.
- 4.19 The Secondary Department has a capacity of 18 pupils, therefore currently it is operating at 17% occupancy. For the current session, there were no placing requests for pupils from Skerries School to attend other schools including the Anderson High School and no placing requests for pupils to attend Skerries School Secondary Department.
- 4.20 In terms of the Scottish Government Condition Core Fact, the building has been assessed as Condition B (Satisfactory).
- 4.21 In terms of the Scottish Government Suitability Core Fact, the building has been assessed as Condition A (Good).

### **Anderson High School**

- 4.22 The Anderson High School is a six year secondary school and provides education for pupils from Secondary 1 to Secondary 6. Pupils from the associated schools of Bell's Brae Primary, Sound Primary, Bressay Primary, Fetlar Primary, Foula Primary, Fair Isle Primary, Scalloway Primary, Hamnavoe Primary, Tingwall Primary, Whiteness Primary and Nesting Primary transfer to the Anderson High School at the end of Primary 7. The catchment area is shown as Appendix 2.
- 4.23 Pupils from Baltasound Junior High School, Mid Yell Junior High School, Whalsay School, Skerries School, Aith Junior High School and Sandwick Junior High School transfer to the Anderson High School at the end of

## Secondary 4.

- 4.24 Halls of Residence accommodation is provided for pupils transferring from Fetlar Primary School, Foula Primary School, Fair Isle Primary School, Baltasound Junior High School, Mid Yell Junior High School, Whalsay School, Skerries School and some secondary pupils from remote mainland areas on the west side of Shetland.
- 4.25 In the current session, 843 pupils are enrolled at the Anderson High School. This includes a number of placing requests from schools outwith the catchment area. The number of placing requests to the Anderson High School dropped significantly following the closure of Scalloway Junior High School Secondary Department.

2009/10	2010/11	2011/12	2012/13	2013/14 (to date)
24	32	12	6	7

- 4.26 The Anderson High School's current pupil roll is 843. This is projected to increase to 902 in 2013/14, decreasing to 845 in 2014/15 and increasing to 857 in 2015/16. This projection does not include any potential placing requests.
- 4.27 In terms of the Scottish Government Condition Core Fact, the building has been assessed as Condition B (Satisfactory).
- 4.28 In terms of the Scottish Government Suitability Core Fact, the building has been assessed as Condition B (Satisfactory).

## ATTAINMENT

### Skerries School

- 4.29 Skerries School provides education for pupils until the end of Secondary 4.
- 4.30 The number of pupils taking formal examinations in any one year in Skerries School is too small to produce attainment data that can be compared to national or local statistics. Often there is one child in a year group and therefore it is inappropriate to publish detailed attainment records in this Proposal Paper.
- 4.31 Staff at Skerries School Secondary Department, seek to offer a personalised curriculum for Secondary 3 and Secondary 4 pupils. This curriculum is limited in that access to subject resources and qualified teachers is restricted. This is particularly relevant in some practical courses and subjects such as Modern Foreign Languages.

### Anderson High School

- 4.32 The Anderson High School provides education for pupils until the end of Secondary 6. The attainment figures for pupils achieving awards as part of the Scottish Credit and Qualifications Framework (SCQF) for the last four

years are listed below:

- 4.33 Percentage of the S4 year group achieving five or more awards at SCQF Level 3 (Standard Grade, Foundation Level or equivalent) or better.

By end of S4	% of S4 Roll					
	06/07	07/08	08/09	09/10	10/11	11/12
Anderson High School	91%	94%	96%	99%	91%	93%
Shetland Islands	95%	95%	97%	97%	94%	94%
Scotland	91%	91%	91%	92%	93%	94%

- 4.34 Percentage of the S4 year group achieving five or more awards at SCQF Level 4 (Standard Grade, General Level or equivalent) or better.

By end of S4	% of S4 Roll					
	06/07	07/08	08/09	09/10	10/11	11/12
Anderson High School	83%	88%	89%	94%	88%	87%
Shetland Islands	88%	90%	90%	91%	88%	87%
Scotland	76%	76%	78%	78%	79%	80%

- 4.35 Percentage of the S4 year group achieving five or more awards at SCQF Level 5 (Standard Grade, Credit Level or equivalent) or better.

By end of S4	% of S4 Roll					
	06/07	07/08	08/09	09/10	10/11	11/12
Anderson High School	37%	43%	40%	50%	45%	47%
Shetland Islands	42%	49%	46%	47%	58%	53%
Scotland	33%	34%	35%	36%	36%	37%

## STAFFING

- 4.36 Skerries School Secondary Department currently has the full-time equivalent of 1.2 teaching staff and a number of other support staff. Skerries School is a small remote all-through school and so a number of staff are used across all the departments, i.e. nursery, primary and secondary.

<b>Skerries School Staff Full-Time Equivalent</b>	
Primary Teaching Staff	1.4
Secondary Teaching Staff	1.2
Support Staff (Whole School)	0.7
Cleaning Staff	0.25
<b>Total</b>	<b>3.55</b>

- 4.37 The Anderson High School currently has 74.3 full-time equivalent secondary teachers, 25.2 Additional Support Needs staff and a number of support staff.

<b>Anderson High School Staff Full-Time Equivalent</b>	
Teaching Staff (minus Additional Support Needs)	74.3
Additional Support Needs Staff (under central cost centre)	34.33
Support Staff	11.2
Staff whose base school is Anderson High School (2 music instructors)	2
Catering and Cleaning Staff	14.1
<b>Total</b>	<b>136</b>



## 5. EDUCATIONAL BENEFITS STATEMENT

### Introduction

- 5.1 The Educational Benefits Statement has been prepared by Children's Services in accordance with The Schools (Consultation) (Scotland) Act 2010.
- 5.2 In preparing an Educational Benefits Statement, The Schools (Consultation) (Scotland) Act 2010 requires Local Authorities to take account of a number of factors and evidence how it has done this. These are:
- current and future pupils of the affected schools;
  - current and future users of the facilities of the affected schools;
  - how the Local Authority will minimise any adverse impacts arising from the Proposal;
  - the likely effects on other pupils in the Local Authority.
- 5.3 The Act does not limit or list the matters which need to be included in an Educational Benefits Statement. However Statutory Guidance does highlight to Local Authorities that it must demonstrate in their Educational Benefits Statement how a proposal will:
- improve the quality of the curriculum and create positive environments for more effective learning and teaching better matched to the needs of learners;
  - improve the depth, breadth, coherence, relevance, challenge and enjoyment provided by the curriculum;
  - provide more opportunities for greater personalisation and choice in learning and improved progression which will enhance children's experiences; this will include the use of information and communications technology and arrangements for assessing and planning learners' progress;
  - impact on the overall ethos of the school, including the care and welfare of pupils and their personal and social development;
  - improve equality of opportunity for all within an inclusive educational experience, in the widest sense, for pupils and achievement, and for interdisciplinary learning and beyond.
- 5.4 The Statutory Guidance on the Act also provides Local Authorities with a number of other issues which may be relevant to the educational benefits of a proposal. These are:
- the condition and suitability of the school buildings and facilities (and where a proposal would involve pupils moving from one school to another, the relative condition of both);
  - changing patterns of demand for school places if there is a growing mismatch between supply and demand;
  - the travel and transport context and implications of a proposal if, for instance, they would impact differently on pupils' broader social experiences and opportunities to participate in and benefit from out-of-hours learning;
  - financial and budgetary considerations may also be relevant in situations

where disparities in the costs of the delivery of education may have grown, to the detriment of the greater good, at least to the point where an authority considers that they require to be reviewed.

- 5.5 The Educational Benefits Statement is also the place for the Local Authority to set out the relationship between a proposed change and their education-related statutory duties and how the proposal fits with the continued fulfilment of these other obligations.
- 5.6 The key statutory duties for a Local Authority in relation to the delivery of school education are:
- **The Education (Scotland) Act 1980**, which requires authorities to secure for their area adequate and efficient provision of school education and the provision of sufficient school accommodation;
  - **The Standards in Scotland's Schools etc. Act 2000**, which requires Local Authorities to endeavour to raise standards and secure improvement in the quality of school education provided in their schools; to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children or young people to their fullest potential;
  - **The Education (Additional Support for Learning) (Scotland) Act 2004 and The Education (Additional Support for Learning) Scotland) Act 2009**, which requires authorities to identify and provide support for any children with additional support needs and prepare co-ordinated support plans for those with the most extensive needs.

### **Educational Benefits of the Proposal**

- 5.7 As outlined in the Background Information and in the Present Position contained in this Proposal Paper, the Proposal to discontinue secondary education in Skerries School is a proposal which following the Moratorium on Rural School Closures was further considered by Shetland Islands Council on 20 September 2012. It was agreed to progress the Proposal in 2013.
- 5.8 The Blueprint for Education is a significant strategic piece of work to determine the future of education in Shetland, remitted by Shetland Islands Council Services Committee in June 2007 and again by Education and Families Committee in February 2012. The principal drivers are to create an educationally and financially sustainable model of education for the future.
- 5.9 Children's Services has a duty to deliver a service which meets the criteria for best value, in terms of efficiency, effectiveness, economy and equal opportunities.
- 5.10 Children's Services is able to demonstrate that it delivers a good quality service overall, evidenced through good attainment and achievement results and the outcomes of Education Scotland inspections.
- 5.11 However, Shetland Islands Council's current model cannot demonstrate equality of opportunity or efficiency in delivery.

- 5.12 The Proposal to discontinue secondary education in Skerries School is one element of the Blueprint for Education proposals which address issues around equality of provision for all pupils in Shetland and seek to achieve a more efficient, cost effective and sustainable model of delivery.
- 5.13 The Anderson High School offers a better quality physical learning environment, with a wide variety of modern spacious classrooms and a number of dedicated social spaces. There are also outdoor sporting facilities.
- 5.14 Transferring pupils from Skerries School Secondary Department will offer the opportunity for pupils to be part of more viable cohorts for a variety of activities, including taking part in team events and sporting competitions. It will mean there is access to a larger peer group of a similar age, stage and gender for learning.
- 5.15 All the children currently attending Skerries School Secondary Department could move to Anderson High School without the need for any increase in teaching staff numbers.
- 5.16 The Proposal has the potential to save a significant amount of the staffing costs currently incurred at Skerries School, and slightly reduce the cost per pupil at the receiving school.
- 5.17 Both schools affected by this Proposal are staffed by experienced teaching staff. The Head Teacher post at Skerries School recently had to be advertised three times before a suitable appointment could be made.
- 5.18 One of the Agreed Principles for Education in Shetland is to ensure smooth transitions which Children's Services has interpreted to include minimising the number of transitions a child experiences in their school education. Currently children, who attend Skerries School, if they remain in school education up to the end of Secondary 6, and if they have attended pre-school education, will have experienced one transition. Moving the pupils to Anderson High School will mean that there is still only one transition but it is at an earlier stage.
- 5.19 Children's Services recognises that Skerries School offers a quality education to its pupils. This was confirmed by Education Scotland in the Report on the school published on 30 August 2005. The same was true of the Anderson High School when Education Scotland published their report on 28 February 2012. However, this comes at a high unit cost. Skerries School Secondary Department is operating at 17% capacity. Anderson High School is operating at 70% capacity.

## **Curriculum**

### **Skerries School**

- 5.20 Skerries School is implementing Curriculum for Excellence. Pupils taught in Skerries School Secondary Department have the majority of the curriculum delivered by the Head Teacher. There are challenges in maintaining the core curriculum due to the number of subjects a secondary teacher is qualified to

teach. Currently, a visiting teacher delivers Music and Religious and Moral Education one day a week to all pupils in the school, and instructors living locally assist in the delivery of Secondary 1 to Secondary 2 Home Economics and Art.

Pupils in Skerries School Secondary Department are taught together usually in the same classroom and by the same teacher for a large proportion of the school week. It is difficult to maintain a curriculum for pupils based on following a standard staff to pupil ratio in such a small department.

The access to continuing professional development and peer interaction is significantly limited for professional staff in Skerries.

Pupils transferring to the Anderson High School would have access to a wider range of teaching expertise. This would result in greater subject choice and increased access to qualifications at different levels.

Skerries School Secondary Department offers the following courses:

<i>Level</i>	<i>Number of Courses</i>
<i>Intermediate 2</i>	<i>1</i>
<i>Standard Grade</i>	<i>5</i>
<i>Intermediate 1</i>	

## **Anderson High School**

5.21 Anderson High School offers the following courses:

<i>Level</i>	<i>Number of Courses</i>
<i>Advanced Higher</i>	<i>14</i>
<i>Higher</i>	<i>24</i>
<i>Intermediate 2</i>	<i>21</i>
<i>Standard Grade</i>	<i>21</i>
<i>Intermediate 1</i>	<i>11</i>
<i>Access 2</i>	<i>2</i>
<i>Access 3</i>	<i>3</i>

A transferring pupil would be able to access a number of courses that are not currently available at Skerries School due to a lack of specialist staff and resources. These include Craft and Design and Graphic Communication. Some of these subjects may be relevant to employment opportunities in the

area. Pupils would also have access to qualified teachers in all subject areas chosen, including Modern Foreign Languages and Physical Education. The current arrangement leads to inequality of opportunities for the young people in Skerries.

The Anderson High School delivers Curriculum for Excellence, offering a broad general education from Secondary 1 to Secondary 3, with pupils transferring to the Senior Phase at the beginning of Secondary 4 in 2013.

Pupils transferring to the Anderson High School would be able to participate fully with peers of similar age, stage and gender in a broad general education and then enjoy the flexibility of accessing the Senior Phase at the most appropriate time. The current transfer point from Skerries School is Secondary 4, one year into the Senior Phase. This limits the opportunities more able pupils will have in Skerries School Secondary Department to access the Level 4 Curriculum for Excellence outcomes at an appropriate stage, owing to the lack of access to appropriately qualified specialist teachers.

Pupils attending the Anderson High School are taught in subject, stage and age appropriate classes. Pupils attending the Anderson High School have the opportunity to access a much wider and varied peer group. Pupils in Skerries School Secondary Department have limited opportunities during the school week to interact with peers and would benefit from the positive social interaction experienced by pupils in larger settings.

## **Learning Environment / Resources**

- 5.22 Secondary pupils at Skerries School would benefit from access to a much wider range of facilities available at the Anderson High School. These include specialist classrooms and teaching areas in Music, Technologies, Computing, Physical Education, Home Economics, Sciences, Modern Foreign Languages and library facilities. The majority of secondary subjects at Skerries School are taught in one classroom.
- 5.23 Pupils would benefit from access to sporting facilities, i.e. a games hall, gymnasium, weight training room and outdoor sports courts. They would also be able to use the Clickimin Leisure Complex which has games halls, running track, sports pitches and a 25-metre swimming pool. The island of Skerries has no dedicated and purpose-built sport and leisure facilities available for school use.
- 5.24 Pupils would also benefit from a wider range of different teaching opportunities and would have the opportunities to work with others in group learning and active learning tasks.

## **Information Communication Technology**

5.25 Glow is available within all Shetland schools. Glow is the Scottish national intranet for education and gives access to information and activities including interactive educational games, revision papers, links to other sites and news features. It also includes e-mail and basic video conferencing facilities and provides facilities for pupils and staff to collaborate remotely. The effectiveness of its use depends on the equipment and bandwidth available in the school and also the level of staff expertise in this area.

### **Skerries School**

5.26 At present, the school has network and internet provision through a 12 megabit (Mb) Pathfinder link. However, the Scottish Government-funded Pathfinder project ceases in March 2014 and Shetland Islands Council may not be able to maintain a high bandwidth network connection to Skerries. The proposed replacement solution will limit bandwidth for internet connectivity to approximately 1Mb. This may well affect the school's capacity to utilise information and communications technology to its fullest extent in learning and teaching as well as in other areas.

There are twelve computers in the school and there is also a server. Ten of the computers are laptops and two are desktop computers.

### **Anderson High School**

5.27 The Anderson High School had an upgrade of its information communication technology resources. This included an upgrade of the servers and infrastructure, including wireless networking, and high speed internet connections. Pupils in the Anderson High School have access to the following educational resources:

- networked desktop computers;
- networked laptops and Netbooks;
- Colour laser printers throughout the school;
- Interactive whiteboards in the majority of classrooms and in all subject areas;
- Digital projectors;
- Portable multi-media resources;
- WOW Room with video conferencing, High Definition film and television facilities and world class sound facilities.

### **Additional Support Needs**

5.28 The Education (Additional Support for Learning) (Scotland) Act 2004 and The Education (Additional Support for Learning) (Scotland) Act 2009 both place statutory responsibilities on Local Authorities and on schools in respect of supporting all pupils with additional support needs. All schools in Shetland are resourced in order to meet the needs of pupils with additional support needs. The Managing Inclusion Guidelines ensure appropriate interventions are in place for all pupils with additional support needs.

In a rural Local Authority there are challenges associated with providing targeted and joined-up support for children and young people with more complex additional support needs. Drawing together the necessary support systems in order to meet the needs of a child or young person with additional support needs in this position can present significant challenges.

### **Skerries School**

5.29 Additional Support for pupils is provided as required.

### **Anderson High School**

5.30 The Anderson High School is fully inclusive and has the facilities to cater for the needs of all children, including those with complex additional support needs.

It has 34.33 full time equivalent Additional Support Needs staff able to provide support for teaching staff and pupils. It has an Additional Support Needs Department (Gressy Loan) as an integral part of the school with teaching staff, auxiliary support and a wide range of resources. These facilities enhance the learning and teaching experiences of all young people attending the Anderson High School.

Secondary pupils from Skerries School, if attending Anderson High School, would have access to a learning environment that allows greater inclusion and which would provide opportunities to participate with peers of a similar age, stage and gender in a wider range of educational experiences. Pupils would have access to after-school activities that they do not have currently. This includes sports clubs and teams, after-school study groups and a number of clubs and societies.

Living in the Halls of Residence during the week, pupils would also have access to after-school study opportunities and additional clubs and planned activities.

The 2006, HMIE inspection of school care accommodation services highlighted the warm, friendly ethos and positive relationships between pupils and staff as one of the key strengths of the Halls of Residence.

The Anderson High School has qualified teaching staff in all curricular areas, including Pupil Support teachers responsible for the assessment and planning of each individual learner's progress. By providing a more sustainable and wider educational experience, the Anderson High School would allow young people transferring from Skerries School Secondary Department to further develop as successful learners, confident individuals, responsible citizens and effective contributors.

## **Capacity**

### **Skerries School**

- 5.31 The Skerries School Secondary Department has a current roll of three pupils. The secondary department has capacity for 18 pupils. This means it is currently running at 17% capacity.

### **Anderson High School**

- 5.32 The present users of the Anderson High School, and all of its facilities, will not be disadvantaged in any way by the addition of young people from Skerries School Secondary Department to the school roll. The Anderson High School has a current school roll of 843 pupils. The capacity of the Anderson High School is 1209 pupils and is therefore currently operating at 70% capacity.

## **Extra Curricular Activities, School Trips and Exchanges**

### **Skerries School**

- 5.33 Currently there are no extra curricular activities underway at the school. Club Golf is being introduced for six weeks in the near future.

### **Anderson High School**

- 5.34 Secondary pupils from Skerries School, if attending Anderson High School would have access to a wide range of activities that include sporting, drama and music groups. Lunch-time activities include sports, computers and board games. The Anderson High School has a long running Christian Union, the Duke of Edinburgh Award Scheme and a successful Young Enterprise scheme.

The Anderson High School has well established school exchange programmes for pupils of different ages with schools in Germany, France, Japan and South Africa. The Anderson High School is part of the Global Classroom with partner schools in Sweden, Czech Republic, Germany, Australia, USA, New Zealand and South Africa.

## **Staff Transfer**

- 5.35 Any staff transfers and alternative arrangements for staff resulting from the closure of Skerries School Secondary Department will be conducted according to the appropriate human resource policies and agreements. Shetland Islands Council has recently approved the following policies:

- early retirement;
- voluntary redundancy;
- organisational review;
- transfer for teachers.



- 5.36 The Proposal would have implications for teaching and support staff. All staff will be properly consulted about their future, as will relevant trade unions. The individual wishes of each member of staff will be taken into consideration within the context of appropriate Shetland Islands Council policies and agreements.

### **Likely Effect on the Local Community**

- 5.37 It is believed that there would be no resource impact on the community, as the Skerries School Primary and Nursery Departments would remain open and so access to the school's facilities would remain in place.
- 5.38 Other factors affecting the local community are looked at in more detail under Consideration of Factors Affecting Rural Schools.

### **Summary of Educational Benefits**

- 5.39 Closing Skerries Secondary Department and moving the pupils to the Anderson High School would provide the following educational benefits to Skerries Schools secondary pupils:

- a significant increase in curricular opportunities at all levels and stages;
- increased access to a wide range of subject specialist teachers;
- more staff, including Principal Teachers, offering a wide range of expertise and allowing better and consistent quality assurance of an individual learner's progress;
- improved access to resources, including specialist subject resources, information communication technology, physical education, sports and leisure, after-school activities, library, social groups, clubs and societies and school trips and exchanges;
- the best possible timing of transition from a broad general education to the Curriculum for Excellence Senior Phase;
- access to a larger peer group of similar age, stage and gender;
- access to a larger teaching staff group who are able to work collaboratively to benefit each pupil's learning;
- larger staff provision which creates more collegiate time to commit to the school improvement agenda;
- staff who have better access to continuing professional development and peer interaction;
- more efficient use of financial resources.

- 5.40 Closing Skerries School Secondary Department and moving the pupils to Anderson High School would provide the following benefits to all pupils in Shetland:

- a more efficient and cost-effective model of school education delivery, thus contributing to the sustainability of the excellent quality of education provided to all pupils in Shetland in the current challenging financial climate;
- greater equality of opportunity;
- more efficient use of financial resources.

## **6. CONSIDERATION OF FACTORS AFFECTING RURAL SCHOOLS**

6.1 In terms of the Schools (Consultation) (Scotland) Act 2010, Skerries School is a rural school. Consequently, special regard has been given to the following factors in the preparation of this Proposal Paper.

### **Viable Alternatives to Closure**

6.2 The alternative options for the future provision of education for pupils in Secondary 1 to Secondary 4 at Skerries School are to:

(a) Maintain the status quo: retain Secondary 1 to Secondary 4

This option does not increase the curricular opportunities for pupils. It does not increase the number of specialist staff, resources and subjects available to pupils. This option does not give the best possible transition for pupils entering the Senior Phase of Curriculum for Excellence. It does not meet Shetland Islands Council's agreed priorities of operating within Council budgets and providing equal opportunity for all pupils. To increase curricular opportunities would incur additional expenditure at a time when there is a requirement to make savings.

(b) Reduce provision to Secondary 1 to Secondary 3

This option does not increase the curricular opportunities for pupils. It does not increase the number of specialist staff, resources and subjects available to pupils. It does not meet Shetland Islands Council's agreed priorities of operating within Council budgets and providing equal opportunity for all pupils, as it would generate increased inefficiencies in staffing. Although transition to the Senior Phase of Curriculum for Excellence would be more appropriate than at present, it does not allow flexibility of transition based upon the individual needs of pupils. During the Blueprint for Education informal consultation in 2009 the majority of pupils, staff and parents did not consider this acceptable as a way forward for the school estate.

The current staffing arrangement for Skerries School Secondary Department does not have the capacity to offer an appropriate Senior Phase experience for pupils. Any increase in staffing would be contrary to the agreed Principles for Education of the Council (see 3.4) and would add to inefficiencies.

(c) Increase provision to Secondary 1 to Secondary 6

This option would reduce the number of subjects and areas of the curriculum available for pupils in Skerries School at the Senior Phase of Curriculum for Excellence. It does not meet Shetland Islands Council agreed priorities of operating within Council budgets and providing equal opportunity for all pupils. This option would have a detrimental effect on opportunities for positive destinations for school leavers. It would be likely to impact on future employment.

(d) Remote teaching

As mentioned earlier in the report the national Pathfinder funding comes to an end in 2014 and therefore the Information Technology capacity in Skerries School may be further limited. Early Exploration of a remote teaching option has indicated that it would not be reliable and thus be too fragile an option for pupils to rely on for their secondary education. For these reasons this option has not been explored in detail.

6.3 These options are therefore not considered to be viable.

6.4 Over the last decade Children's Services has conducted a number of reviews and consultations with the key aim of providing an education model for Shetland that is sustainable and ensures best value in the use of public funds. The reviews have seen the following changes to the school estate:

- closure of Scalloway Junior High School Secondary Department (June 2011);
- closure of Uyeasound Primary School (December 2011).

6.5 Children's Services has also implemented the following alternatives to school closures:

- reducing expenditure on In-Service training;
- reducing numbers of central staff;
- reducing money available for supply;
- reducing money available for Continuing Professional Development;
- ending knitting instruction;
- charging for instrumental instruction;
- increasing charges e.g. for school meals;
- reducing operating costs in schools, particularly resources available for learning materials and equipment ;
- moving to national staffing levels in primary;
- reducing numbers of teaching staff in secondary;
- reducing numbers of Catering and Cleaning staff;
- reducing teacher input in nursery;
- securing more efficient use of resources for children and young people with Additional Support Needs;
- reducing music instruction;
- reducing Parent Council Clerks' honorariums;
- reducing school building maintenance.

6.6 The savings measures already implemented within Schools/Quality Assurance section of Children's Services as detailed above, have resulted in a reduction in expenditure between 2009/10 and 2012/13 of over £5 million.

6.7 Children's Services has also in the past considered shared management for small schools when it has proven difficult to recruit to a teaching Head Teacher post. This has been possible when an opportunity arises through a vacancy and through agreement with Parent Councils. However the shared management model Children's Services operates does not save money, as,

by local agreement, each school in a shared management arrangement is allocated a principal teacher, and the principal teacher is allocated management time which in turn must be covered.

- 6.8 From a financial perspective, Children's Services therefore believes that the only alternative to closure of Skerries School Secondary Department would be to maintain secondary stages of education at Skerries School. However this option does not address the anticipated pupil benefits as set out in 5.39 and 5.40.

### **Likely Effects on the Local Community**

- 6.9 Skerries School will remain open and continue to provide education for nursery and primary pupils with a teaching Head Teacher. Other community users of the school will continue to have access to the current facilities. The closure of the secondary department would potentially provide additional space for community use. Development Directorate and Children's Services will engage with the community to assess how the existing use of the school could be utilised to meet community needs. It should be noted that Skerries has a well equipped modern public hall that is considered a significant community asset. The school currently makes use of this asset and will continue to do so if the secondary department is closed.
- 6.10 With particular reference to the sustainability of the local community, it is believed that there will be no detrimental effect. The majority of existing employment opportunities, with the exception of a secondary school teacher, will remain as the school will continue with nursery and primary provision. The pupils will return to Skerries every weekend and thus remain active members of the community.
- 6.11 There is a belief in the community that the closure of the Secondary Department would have a detrimental effect on future island pupil and population numbers. Despite the presence of a Secondary Department in Skerries School, the pupil roll shows "almost continuous decline since the 1970s" (Shetland Population and Migration Study, 2008). It is not believed that the closure of the Secondary department would result in a further decline in the existing, very small, school roll. This can be evidenced by Fetlar, Fair Isle and Foula which have populations of 86, 69 and 32 respectively and primary school numbers of: Fetlar 6, Fair Isle 6 and Foula 3.
- 6.12 Any negative effect would be offset by the increase in opportunity to access greater educational provision and choice, together with the maintaining of employment opportunities, provides the potential for the community to adapt.

### **Likely Effects on the Wider Community**

- 6.13 As described in the Background section, the wider strategic driver for this proposal is Shetland's current context within which it must deliver education. There is already a significant surplus of vacant school places. In addition, Shetland Islands Council faces a requirement to make a significant reduction in its spending. This is, in part, due to the current economic picture, and the

reduction in central government grant, but also as a result of its own policy to protect the Shetland Islands Council's reserves.

- 6.14 In order to preserve a minimum level of Council Reserves, and eradicate the structural deficit that has been created, savings of £38.6 million are required between 2012/13 and 2016/17. Shetland Islands Council needs to achieve these savings to become sustainable. In approving the 2013/14 budgets on 20 February 2013 the Council will be over 70% of the way there by the end of the year. The Blueprint for Education is critical in the coming years to achieving the remaining 30% of savings required.
- 6.15 This Proposal will contribute towards Shetland Islands Council achieving a more efficient school estate, by reducing the number of surplus secondary places, and allowing financial savings to be made. This reflects the duty on all Local Authorities to secure efficient provision of school education and provide best value in the delivery of services. It will also assist achieving an equality of provision across the school estate.

#### **Likely Effect Caused by Different Travelling Arrangements that may be Required in Consequence of the Proposal.**

- 6.16 Skerries School is located on the Out Skerries islands and so pupils will use a ferry and taxi to travel to the Anderson High School and Halls of Residence. There are already well-established arrangements in place for transporting pupils in Secondary 5 and Secondary 6.
- 6.17 In session 2014/15, three pupils would attend Skerries School Secondary Department.
- 6.18 With this Proposal, these pupils would attend the Anderson High School and would be accommodated at the Halls of Residence for session 2014/15. This would mean that they would have to travel to Lerwick on a Sunday and return home on a Friday.
- 6.19 The Proposal is that these three pupils would travel from Skerries on Sunday by ferry and then by taxi to Lerwick. The return journey from Lerwick would be by taxi and ferry.
- 6.20 There is a cost to this Proposal for travel which would be £2,508 per year.
- 6.21 Pupils who currently walk to Skerries School would have to take a much longer ferry and bus journey twice a week. However, as set out in the Educational Benefits Statement, pupils transferring to the Anderson High School would experience greatly enhanced sporting and physical exercise opportunities during the school day and after school.
- 6.22 Due to the remote location of Skerries, there is a risk of disruption to travel arrangements due to severe weather conditions. In 2009 (the most up-to-date data available) the Skerries ferry was cancelled due to weather on 19 separate days and a further three days due to breakdowns. Of the 22 days lost, seven were Fridays and three were Sundays, the planned days for travel for pupils transferring to the Anderson High School. Children's Services, Anderson High School and the Halls of Residence have well established

practices for arranging accommodation and alternative travel arrangements for all pupils currently travelling from remote islands.

- 6.23 An effect of the different travel arrangements would be that pupils have to travel on a Sunday and Friday for approximately two hours. During the school week pupils would walk the short distance from the Halls of Residence to the school within the school grounds. Pupils who currently walk to Skerries School would benefit from enhanced physical activities and sport facilities during the week that they do not have access to at Skerries School.

## 7. OTHER ISSUES

### Management of Proposal

- 7.1 It is intended that pupils from Skerries School Secondary Department will be integrated within the Anderson High School, and the Janet Courtney Halls of Residence, from the start of the 2014/15 school session, which commences on Wednesday 18 August 2014. This will allow Children's Services time to conduct the necessary consultation in accordance with the Schools (Consultation) (Scotland) Act 2010.
- 7.2 It is acknowledged that, should the Proposal be approved and implemented, careful forward planning will be required from Children's Services to support the transition of the pupils. The Anderson High School is a very different environment from Skerries School. Following the departure of the previous Head Teacher, two of the young people came to the Anderson High School for a short period of time.
- 7.3 A Transition Support Group will be set up immediately, after a decision is made by Shetland Islands Council if it agrees to close Skerries School Secondary Department. This group will be chaired by the Quality Improvement Officer for Skerries School, and will include relevant school staff, Parent Council representation, pupil representation from both establishments and from the Halls of Residence. The role of this group will be to plan the effective transition of pupils. It will ensure pupils are supported in getting used to the new school environment at the Anderson High School and to the Halls of Residence.
- 7.4 The Proposal will also have implications for teaching and support staff. All staff will be properly consulted about their future, as will relevant trade unions. The individual wishes of each member of staff will be taken into consideration within the context of appropriate human resource policies and agreements.

### Legislation

- 7.5 The key statutory duties for a Local Authority in relation to the delivery of school education are:
- **The Education (Scotland) Act 1980**, which requires authorities to secure for their area adequate and efficient provision of school education; and the provision of sufficient school accommodation;

- **The Standards in Scotland's Schools etc Act 2000**, which requires Local Authorities to endeavour to raise standards and secure improvement in the quality of school education provided in their schools; and to ensure that the education it provides is directed to the development of the personality, talents and the mental and physical abilities of the children or young people to their fullest potential;
- **The Education (Additional Support for Learning) (Scotland) Act 2004 and The Education (Additional Support for Learning) Scotland Act 2009**, which requires authorities to identify and provide support for any children with additional support needs and prepare co-ordinated support plans for those with the most extensive needs.

### **Equal Opportunities Legislation: Equality Impact Assessment**

- 7.6 An assessment has been carried out on this Proposal and it is believed that introducing this proposed change will not have an adverse impact on the following groups: age, gender, religion, racial group, disability and sexual orientation. The Equality Impact Assessment will be reviewed in light of all responses received during the Consultation Period. This review will also include consideration of other factors, such as health, social exclusion and rurality, as an integrated impact assessment. This review will build on previous work, such as the Blueprint for Education Rapid Health Impact Assessment.

### **Strategic Environmental Assessment**

- 7.7 Shetland Islands Council as responsible Authority carried out under Section 8 of The Environmental Assessment (Scotland) Act 2005, a Strategic Environmental Assessment Gateway screening of the Blueprint for Education.
- 7.8 The determination by Shetland Islands Council under Section 8(1) of the Act is that the Blueprint for Education is unlikely to have significant environmental effects, and a Strategic Environmental Assessment is not required.
- 7.9 Before making this determination, Shetland Islands Council sent a summary of its views as to whether or not the plan is likely to have significant environmental effects to Consultative Authorities (Scottish Natural Heritage, Historic Scotland and the Scottish Environmental Protection Agency) via the Strategic Environmental Assessment Gateway. Shetland Islands Council noted that the Consultation Authorities agreed with the view that the Blueprint for Education was unlikely to have significant environmental effects and made the determination to that effect under Section 8 (1) of the Act. In making that determination Schools Service applied criteria in Schedule 2 of the Act.
- 7.10 Shetland Islands Council notified the Strategic Environmental Assessment Gateway Manager and the Consultative Authorities of this decision. A public notice was also published in the local media on Friday 15 April 2011.
- 7.11 This assessment remains pertinent to this Proposal and therefore does not need to be updated.

- 7.12 Further information and the responses of the Consultative Authorities can be found at [www.shetland.gov.uk](http://www.shetland.gov.uk).

### **Financial Considerations**

- 7.13 Shetland Islands Council's approved Medium Term Financial Plan 2012-2017 sets out the roadmap for Shetland Islands Council to achieve financial sustainability over the term of this Council and to align resources in accordance with the priorities of Members.
- 7.14 Aligning resources to Councillors' priorities ensures that Shetland Islands Council maximises the use of resources at its disposal.
- 7.15 Children's Services has been prioritised in the Medium Term Financial Plan, so its target budgets are protected as far as possible from the full extent of the cuts required.
- 7.16 Shetland Islands Council approved its budget for 2013/14, on 20 February 2013. The budget set adheres to the Medium Term Financial Plan, and therefore contributes to the strategic aim of realigning more available resources towards Children's Services, Community Care and Transport, so that a larger percentage of Shetland Islands Council's budget will be spent in those areas by the end of the Council term. In addition, it ensures that Shetland Islands Council continues to provide the best funded services in Scotland, whilst maintaining the fourth lowest Council Tax (which has been frozen for the sixth consecutive year).
- 7.17 In 2013/14, Children's Services budget was approved at £41.262 million, which equates to 36% of the total Shetland Islands Council General Fund budget. By the end of this Council term, Children's Services will receive 38.6% of the total budget.
- 7.18 The cost of providing education in Shetland is significantly higher than the Scottish average. It is estimated that in 2013/14, the total cost per pupil at Skerries School Secondary Department will be £36,398 and the total cost per pupil at the Anderson High School will be £6,247. National figures for 2013/14 are not available, the latest published figure in 2011/12 for average cost per secondary pupil in Scotland is £5,681. The latest published figure in 2011/12 for average cost per secondary pupil in Shetland is £9,517.



## Financial Implications

7.19 The current cost of Skerries School Secondary Department and the financial impact of the preferred option as set out in this Proposal Paper is summarised below:

	<b>2013/14</b>
	<b>Budget</b>
	<b>£</b>
Skerries School Secondary Department	109,195
Additional Costs at Anderson High School	177
Additional Costs for Skerries Primary Department	5,606
Costs Transferred Across the Estate:	22,924
Additional Halls of Residence Costs	1,644
Additional Transport Costs	2,508
<b>Total Saving</b>	<b>76,336</b>

7.20 This information is based upon the budgeted School Estates Review for 2013/14. See Appendix 4 for a full financial breakdown.

7.21 The total estimated ongoing annual savings made from the closure of Skerries School Secondary Department is £76,336. These savings will go some way towards meeting the total savings which require to be delivered as part of the Blueprint for Education.

7.22 There will be minimal impact on Anderson High School. Budget for learning materials, meal supplies and school meals income would transfer, overall this would amount to a total of £177.

7.23 Recharges in to the Skerries School for support provided by the Quality Assurance, Schools Executive Manager and Devolved School Management services would be transferred across the remaining schools within the estate. However, any savings found within these areas would result in an overall reduction in these recharges.

7.24 Additional transport costs of £2,508 and additional Halls of Residence costs of £1,644 have been allowed for in the estimated total savings of £76,336.

7.25 The closure proposal will have no impact on Grant Aided Expenditure. For secondary schools, an adjustment is made based on the difference in average cost per pupil between island (Shetland, Orkney, Eilean Siar) and mainland authorities, and has been fixed since 2001/02.

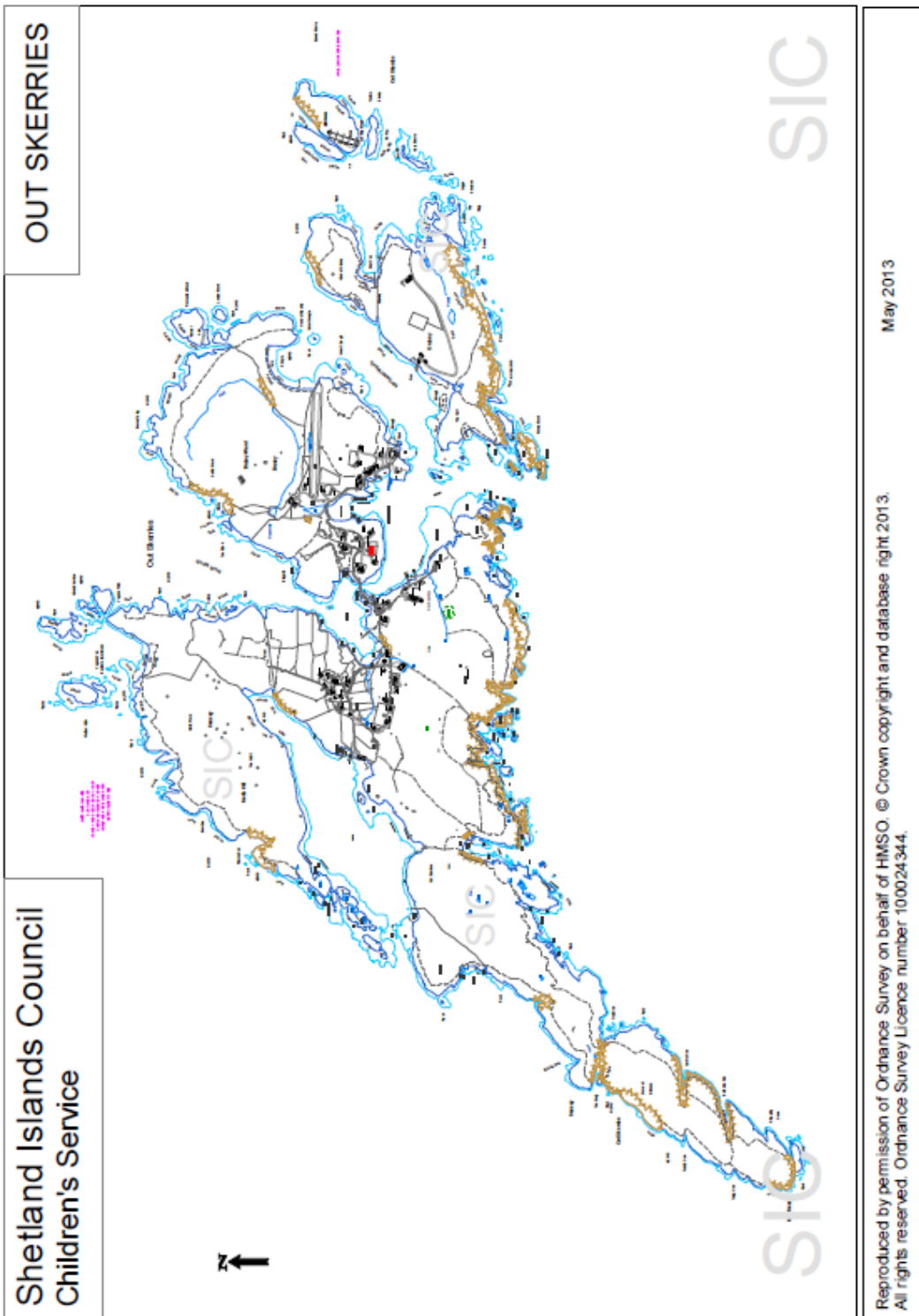
## **8. CONCLUSION**

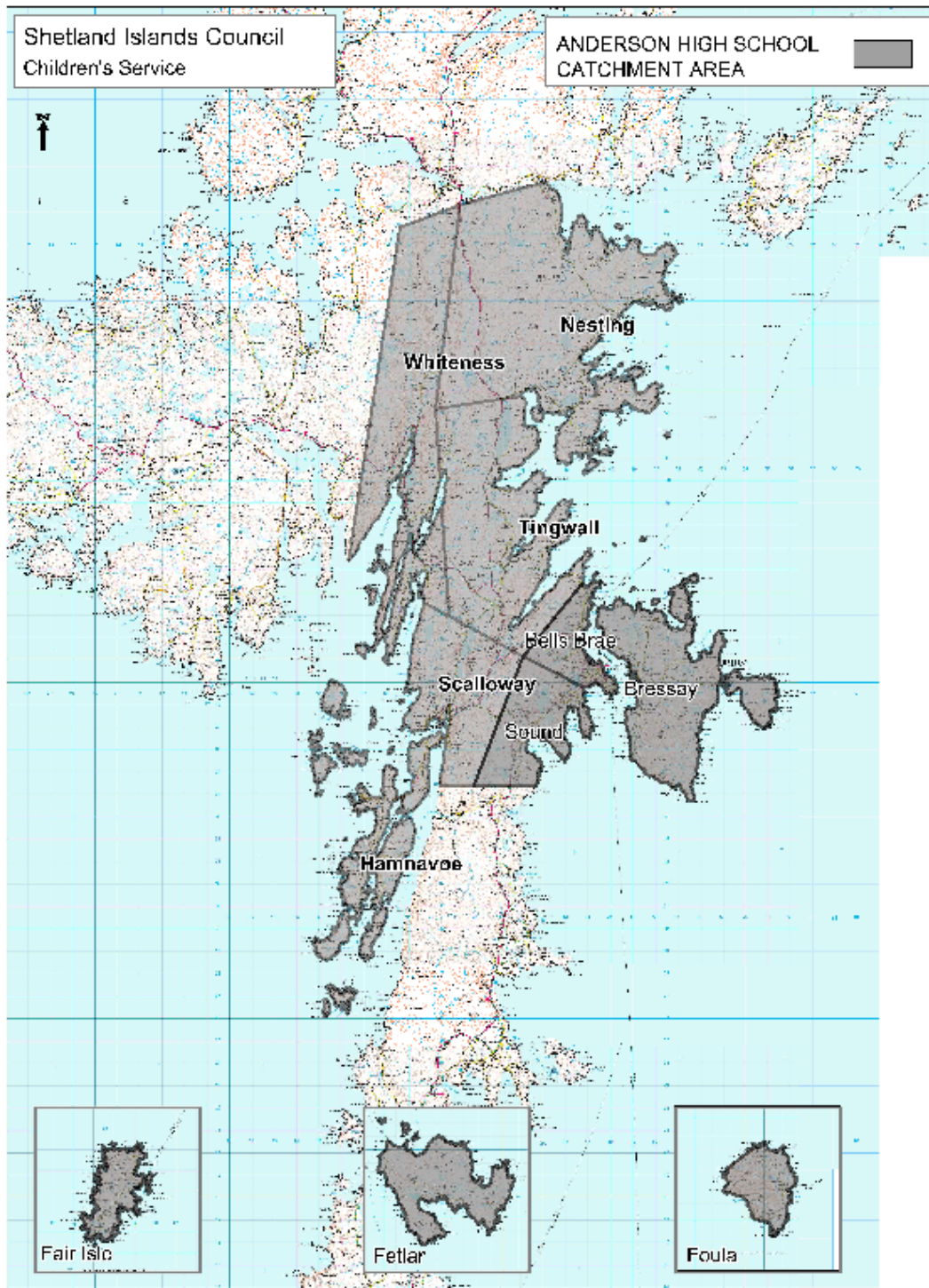
8.1 The Schools (Consultation) (Scotland) Act 2010 strengthens the statutory consultation practices and procedures that Local Authorities must apply to their handling of all Proposals for school closures and other major changes to schools. It ensures that the consultation process is robust, open, transparent and fair.

8.2 The required Proposal Paper, of which this is one, forms the basis of any such statutory Consultation Process. Thereafter, during the statutory Consultation Period set out in this Proposal Paper, Children's Services invites responses to its Proposal to discontinue education at Skerries School Secondary Department.

8.3 The Proposal is that Skerries School secondary pupils transfer to Anderson High School.

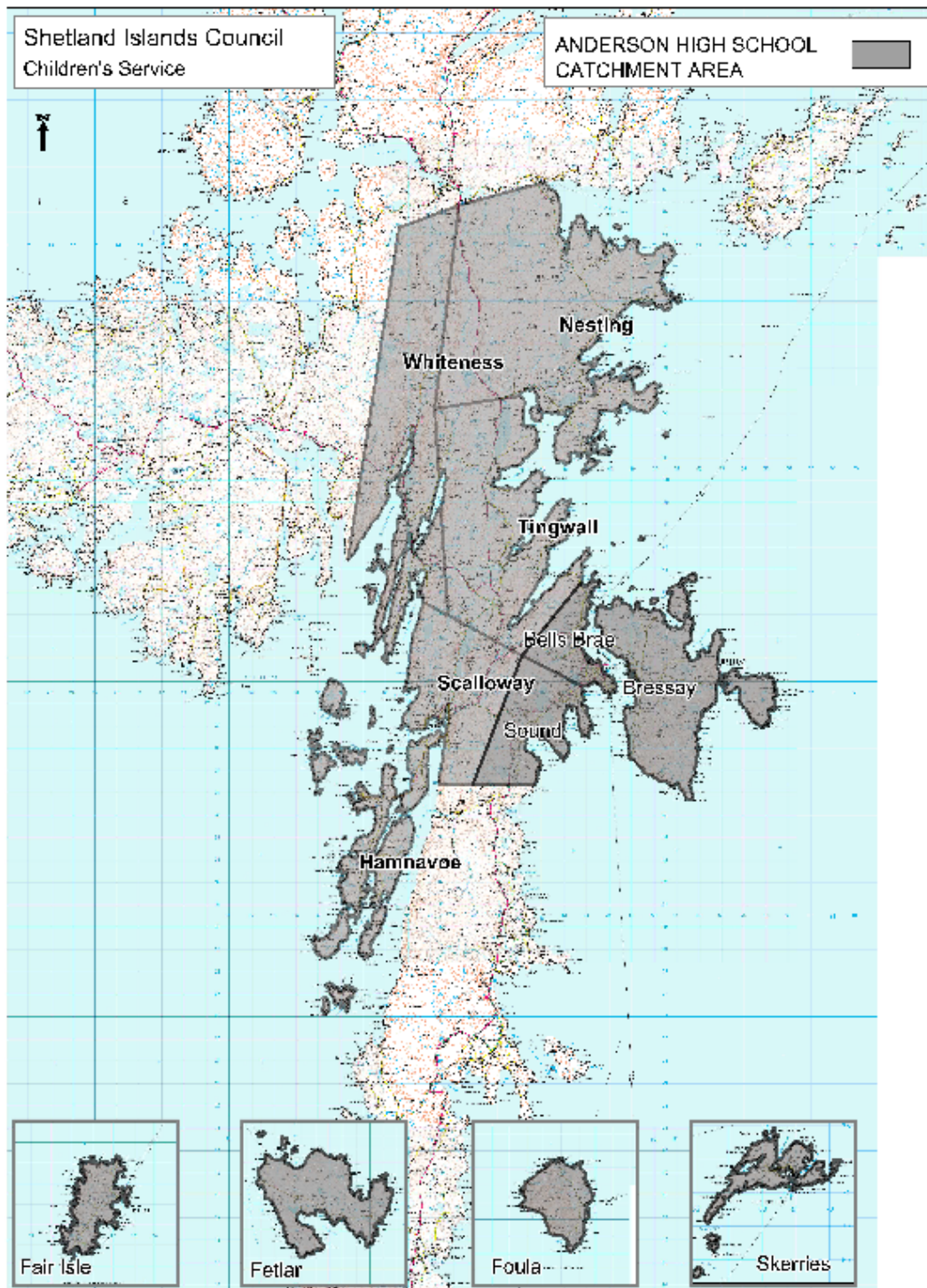
8.4 All views, comments and questions will be considered for the Consultation Report which will follow this consultation period.





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<b>Skerries School Secondary Department</b>	<b>2013/14 Budget £</b>	<b>Costs Transferred Across Estate £</b>	<b>Impact on Anderson High School £</b>	<b>Impact on Skerries School Primary Dept £</b>	<b>Total Costs Transferred £</b>	<b>Annual Saving £</b>
Employee Costs (incl Visiting Staff)	70,973	0	0	(7,892)	(7,892)	78,865
Liability Insurance	226	0	0	0	0	226
Water & Sewerage Rates	140	0	0	140	140	0
Hire of Property	2,000	0	0	2,000	2,000	0
Repair & Maintenance	4,489	0	0	4,489	4,489	0
Electricity	3,634	0	0	3,634	3,634	0
Cleaning Contractor	2,988	0	0	2,988	2,988	0
Property Insurance	354	0	0	354	354	0
Learning Materials	1,574	0	543	0	543	1,031
Catering Contract	0	0	570	0	570	(570)
<b>Direct School Costs</b>	<b>86,378</b>	<b>0</b>	<b>1,113</b>	<b>5,713</b>	<b>6,826</b>	<b>79,552</b>
Phone & Photocopy Reimbursement	(107)	0	0	(107)	(107)	0
Sale of Meals - Pupils	0	0	(936)	0	(936)	936
Sale of Meals - Staff	0	0	0	0	0	0
<b>Direct School Income</b>	<b>(107)</b>	<b>0</b>	<b>(936)</b>	<b>(107)</b>	<b>(1,043)</b>	<b>936</b>
<b>Controllable Costs</b>	<b>86,271</b>	<b>0</b>	<b>177</b>	<b>5,606</b>	<b>5,783</b>	<b>80,488</b>
Quality Assurance	22,583	22,583	0	0	22,583	0
DSMO	199	199	0	0	199	0
Schools Executive Manager	142	142	0	0	142	0
<b>Recharges</b>	<b>22,924</b>	<b>22,924</b>	<b>0</b>	<b>0</b>	<b>22,924</b>	<b>0</b>
<b>Non Controllable Costs</b>	<b>22,924</b>	<b>22,924</b>	<b>0</b>	<b>0</b>	<b>22,924</b>	<b>0</b>
<b>TOTAL COST</b>	<b>109,195</b>	<b>22,924</b>	<b>177</b>	<b>5,606</b>	<b>28,707</b>	<b>80,488</b>
				<b>Additional Transport Costs</b>		2,508
				<b>Additional Hall of Residence Costs</b>		1,644
				<b>Total Savings</b>		<b>76,336</b>



## Blueprint for Education in Shetland Proposed Closure of Skerries School Secondary Department Response Form

*For convenience this form can be completed online at:  
[www.shetland.gov.uk/education/blueprint.asp](http://www.shetland.gov.uk/education/blueprint.asp)*

**THE FOLLOWING DETAILS MUST BE COMPLETED FOR VALID RESPONSE**

Title			
Surname			
Forename (s)			
Address			
		Postcode	
Telephone <i>(optional)</i>		email <i>(optional)</i>	

**PLEASE CONFIRM YOU HAVE READ THE FULL REPORT BY TICKING THIS BOX**

**YOUR INTEREST:** *tick one box only*

Parent/Carer Skerries School <input type="checkbox"/>	Parent/Carer Anderson High School <input type="checkbox"/>	School Staff <input type="checkbox"/>	SIC Employee <input type="checkbox"/>	Young Person <input type="checkbox"/>
SIC Councillor <input type="checkbox"/>	Shetland Resident <input type="checkbox"/>	Friend <input type="checkbox"/>	Other <input type="checkbox"/>	

### **SUMMARY OF REPORT**

**Please refer to the Proposal Paper for the full details**

In the space provided below, please provide your comments on this proposal

Comment 1

Comment 2

Comment 3

*Shetland Islands Council is registered under the Data Protection Act 1998. The response submitted by you may form part of the response paper that will be submitted to the Council for consideration in the near future and will therefore be made available for public inspection. If you DO NOT wish any of your personal details (e.g. name, address, telephone number etc), which you have included in your response, to be made available please tick this box.*



I am responding as.....

**Individual**

**or**

**Group / Organisation**



(a) Do you agree to your response being made available in public (in Scottish Government library and/or on the Scottish Government Web site)?

Please tick as appropriate  Yes  No

(b) Where confidentiality is not requested, we will make your responses available to the public on the following basis

Please tick **ONE** of the following boxes:

Yes, make my responses, name and address all available:

or

Yes, make my response available, but not my name and address:

or

Yes, make my response and name available but not my address



(d) We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so.

Are you content for the Scottish Government to contact you again in relation to this consultation exercise?

Please tick as appropriate  Yes  No

### **Restructure of SIC Youth Services/Youth Work Provision**

Following Wednesday night's meeting in Islesburgh regarding the proposed restructure of the SIC Youth Services section, I'd just like to add a few additional comments, concerns and questions, in no particular order, that I have in relation to same. I trust these can be added to those received at the various meetings held already and the one remaining meeting due to be held in the south mainland next week.

- 1) The proposal not to have paid youth workers in junior (primary age) youth clubs is very concerning. I can't speak for the rural areas, but in Lerwick it will be extremely difficult to get enough volunteers to run the clubs, with the result that, most probably, there will be no provision for this age group in the town. What are we, as a community, going to do when the 40-60 primary-age children who regularly attend Islesburgh or Sound Youth Clubs find they have no club to go to and start aimlessly hanging around the town?
- 2) The apparent intention of spending/focusing only on 'hard to reach' and vulnerable young people between the ages of 11 and 25 will, to my mind, create more segregation and non-inclusion – both of which issues the service has been trying in the past to overcome.
- 3) All children and young people are vulnerable. The majority, thankfully, don't have issues or need extra help/care, they just need an opportunity to voluntarily take part and mix with others in a safe, informal and fun environment. Youth clubs are ideally placed to provide this service, offering the only (probably) multi-activity, totally-inclusive service for children and young people. Those attending are welcome no matter what their sporting or musical or artistic ability is; no matter what their home or school or social background is; no matter what their 'issues', if any, are.
- 4) The apparent intention to spend/focus on specific project- and issue-based work with certain groups in order to meet 'targets' and 'outcomes' etc., that in some cases are irrelevant to Shetland, is all very well and I don't deny will be of help to some, but it shouldn't be at the expense of a more inclusive, all-encompassing service.
- 5) Much of the proposal seems to focus on areas where there is already provision, e.g. Club XL, ZE1, Bridges, Lifeskills, Careers Scotland, Youth Justice, CADSS, Moving On Employment, Befriending Scheme, Hjaltdland Hub Project, and the council's own social work dept., AHS 'base' and pupil support teachers etc.
- 6) One point made was that the service was looking towards 'prevention'. The proposals seem to be more about 'cure', i.e. spending on those who have already come to attention as having 'issues'.
- 7) Surely prevention has to start before the age of 11? In this day and age, when '12 is the new 16', children need steered in the right direction long before they reach secondary age.
- 8) Who decides who deserves to get help at the expense of others? Why should the 'normal' (i.e. those who have no visible 'issues') children and young people be entirely overlooked by the service? And in light of the statement made on Wednesday

that these are not actually statutory requirements, can some flexibility not be considered regarding how the budget is spent.

- 9) How many young people will actually benefit from the new service? And, more worryingly, how many young people will *need* to benefit from the service in the future if they're denied a valuable youth work service now? I am very concerned that if the proposal outlined at the meeting is accepted, we will be storing up big problems for the future.
- 10) The proposal to cut youth worker numbers from 123 x 3-4hr posts to 10 x 10hr (?) posts will deny young people the opportunity of interacting and building relationships with the very broad range of experiences, skills and personalities that at present help them to become understanding, tolerant and useful members of society.
- 11) I don't disagree with the idea of having qualified staff employed for more hours, but I can't see how 10 staff, plus the proposed 5 development workers, can cover the whole of Shetland. It's a struggle at present to get cover/relief for youth work sessions from a bank of 123 workers!
- 12) As one of the junior youth club members said at the above meeting, if cuts have to be made, why can't we just reduce existing provision instead of doing away with it altogether?
- 13) I feel strongly that more than one option for future provision should be put before the council for consideration. At our (Lerwick) staff meeting in March, we requested more information – facts and figures, such as the proposed number of hours the new budget could expect to cover – that could help us to come up with sensible, feasible and practical proposals of our own for consideration. However, the lack of communication and information that has been forthcoming from the department has made this almost impossible for us, as existing youth workers, to do.
- 14) I'd go as far as to say that actually *more* funding should be forthcoming/sourced for youth work provision in Shetland. While I acknowledge this is highly unlikely, I think those responsible for the restructure should impress on those who sign the cheques the following quotation from the youth services pages on the SIC website: "*Let us ensure that all young people have every opportunity to participate fully in the lives of their societies... Young people must be included from birth. A society that cuts off from its youth severs its lifeline.*" (Kofi Annan, United Nations.)

Signed: Jenny Henry  
(Youth Worker at Islesburgh Youth Clubs, 1978-present).  
131b North Road, Lerwick, ZE1 0PR.  
T: 07787 344073

Sent by email to: SIC Youth Services.

Copied to: Brenda Leask; Shona Thompson; Helen Budge; Aimee Barclay; June Porter; all SIC councillors (exc. R. Henderson, A. Manson and D Ratter); Lerwick Community Council; and posted on Shetland Youth Services and Shetland Youth Workers Facebook pages.

3rd May, 2013.

Scotland Rural Development Programme (SRDP) 2014-2020 Stage 1 Consultation  
**Scotland Rural Development Programme (SRDP) 2014-2020 Stage 1  
Consultation**

**Wednesday, May 1, 2013**

**ISBN:** 9781782565437

Stage 1 Consultation document setting out initial proposals for the new programme period.

**Executive Summary**

The Scotland Rural Development Programme (SRDP) is part funded by the European Agricultural Fund for Rural Development (EAFRD) and Scottish Government providing support for a range of economic, environmental and social measures. The current programme will end on 31 December 2013.

To access the European funding to cover the period 2014 – 2020, which will then be part funded by the Scottish Government, we are required to submit a new SRDP to the European Commission. This will include how we will deliver against European Union (EU) objectives for rural development and the funding articles we intend to use. This is the first of two consultations where we are seeking views on our proposals on how best to do this to support and develop rural Scotland, while making best use of public funds when resources are likely to be reduced.

This first consultation outlines the European and Scottish context for the SRDP including the priorities for rural development. In addition the paper considers how the SRDP will align with other EU funds under a Common Strategic Framework. It discusses the investment articles that Europe allow us to use and asks which of these are the most important to Scotland, within the limited resources that are likely to be available.

T: 0300-244 9253 F: 0300-244 6777  
E: [billy.mckenzie@scotland.gsi.gov.uk](mailto:billy.mckenzie@scotland.gsi.gov.uk)

## The Consultee

Item 7.1

Your ref:  
Our ref:  
1 May 2013

### CONSULTATION ON SCOTLAND RURAL DEVELOPMENT PROGRAMME (SRDP) 2014 - 2020

#### Responding to this consultation paper

We are inviting written responses to this consultation paper by 30 June 2013. **Please send your response with the completed Respondent Information Form (see "Handling your Response" below) to:**

[Srdp2014-2020consultation@scotland.gsi.gov.uk](mailto:Srdp2014-2020consultation@scotland.gsi.gov.uk)

or

SRDP 2014-2020 Consultation  
D Spur  
Saughton House  
Edinburgh  
EH11 3XD

If you have any queries contact Julie Brown on 0131 244 9298.

We would be grateful if you could clearly indicate in your response which questions or parts of the consultation paper you are responding to as this will aid our analysis of the responses received.

This consultation, and all other Scottish Government consultation exercises, can be viewed online on the consultation web pages of the Scottish Government website at <http://www.scotland.gov.uk/consultations> .

The Scottish Government has an email alert system for consultations, <http://register.scotland.gov.uk> . This system allows stakeholder individuals and or

to register and receive a weekly email containing details of all new consultations (including web links). It complements, but in no way replaces SG distribution lists, and is designed to allow stakeholders to keep up to date with all SG consultation activity, and therefore be alerted at the earliest opportunity to those of most interest. We would encourage you to register.

### **Handling your response**

We need to know how you wish your response to be handled and, in particular, whether you are happy for your response to be made public. Please complete and return the **Respondent Information Form** enclosed with this consultation paper and consultation questionnaire as this will ensure that we treat your response appropriately. If you ask for your response not to be published we will regard it as confidential, and we will treat it accordingly.

All respondents should be aware that the Scottish Government are subject to the provisions of the Freedom of Information (Scotland) Act 2002 and would therefore have to consider any request made to it under the Act for information relating to responses made to this consultation exercise.

### **Next steps in the process**

Where respondents have given permission for their response to be made public and after we have checked that they contain no potentially defamatory material, responses will be made available to the public in the Scottish Government Library. (see the attached Respondent Information Form), these will be made available to the public in the Scottish Government Library by 31 July 2013. You can make arrangements to view responses by contacting the SG Library on 0131 244 4552. Responses can be copied and sent to you, but a charge may be made for this service.

### **What happens next?**

Following the closing date, all responses will be analysed and considered along with any other available evidence to help us reach decisions on the next Scotland Rural Development Programme covering the 7-year period 2014 – 2020. We aim to issue a report on this consultation process no later than six weeks after the consultation closes. The results from this first consultation will be used to inform a second consultation which we will hold later this year.

### **Comments and complaints**

If you have any comments about how this consultation exercise has been conducted, please send them to Julie Brown whose contact details are set out above.

Yours faithfully

**BILLY MCKENZIE**  
**SRDP PROGRAMME MANAGER**

# **Consultation on Scotland Rural Development Programme (SRDP) 2014-2020**

## **Stage 1: Initial Proposals**

**May 2013**

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## MINISTERIAL FOREWORD



I am delighted to present this initial set of proposals for you to consider as part of our development process for the new Rural Development Programme for Scotland. This is a crucially important programme to ensure the Scottish Government continues to provide a wide range of public support to businesses and communities across Rural Scotland.

The current SRDP delivers around £1.2 billion of funding to Rural Scotland, contributing to the Scottish Government's commitments to make Scotland greener, wealthier and fairer. It had a challenging start but after making early improvements it has provided vital funding all across Scotland.

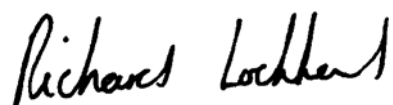
Wide ranging support for over 7,500 businesses has been delivered through Rural Priorities, over 2,000 community projects through LEADER, and the Food Processing, Marketing and Co-operation Scheme has provided almost £40 million to 156 projects. Support has reached everything from a range of environmental actions and woodland creation in Dumfries and Galloway, to business support in Gairloch, community halls across Argyll and Bute and a farmer owned co-operative, near Inverness, which supplies the whisky industry.

The shape the new programme takes will be crucial and I am determined to make sure there will still be excellent opportunities to continue to support economic growth, develop vibrant rural communities and further utilise Scotland's natural environment and heritage.

The funding for this programme comes from both the national and European Union budgets. As Scotland will face real pressure in relation to both these budgets, not least as a result of decisions taken by the UK Government, it is becoming increasingly important that we focus our efforts on ensuring the key priorities for Scotland are adequately addressed. We face significant challenges as a nation to respond to Climate Change and continue to grow our economy in a sustainable way. I encourage you to consider what the key areas for the SRDP to focus on are, to ensure we respond well to the challenges we all face.

Despite its clear successes, the SRDP has come in for some valid criticism regarding the complexity and administration of parts of the programme. I am committed to ensuring this is improved for the future programme period and I am pleased that we have developed proposals in partnership with stakeholders that could help achieve this. Obviously, there is only so much we can do as much of the complexity is due to the European audit requirements and underpinning legislation. However, the EU rules will give us substantial discretion, and it is this area where I expect to see significant improvement in the new programme.

Please take the time to read and respond to this consultation. Your views will help us design a better SRDP for all of us, and I will take careful note of your responses in order to come forward with a more detailed set of final proposals later this year. I look forward to hearing from you.

A handwritten signature in black ink that reads "Richard Lochhead". The signature is written in a cursive, flowing style.

**RICHARD LOCHHEAD MSP**

Cabinet Secretary for Rural Affairs and the Environment

## EXECUTIVE SUMMARY

1. The Scotland Rural Development Programme (SRDP) is part funded by the European Agricultural Fund for Rural Development (EAFRD) and Scottish Government providing support for a range of economic, environmental and social measures. The current programme will end on 31 December 2013 and will have delivered around £1.2 billion of support to rural Scotland since it was launched in 2008.
2. To access the European funding to cover the period 2014 – 2020, which will then be part funded by the Scottish Government, we are required to submit a new SRDP to the European Commission. This will include how we will deliver against European Union (EU) objectives for rural development and the funding articles we intend to use. This is the first of two consultations where we are seeking views on our proposals on how best to do this to support and develop rural Scotland, while making best use of public funds when resources are likely to be reduced.
3. This first consultation outlines the European and Scottish context for the SRDP including the priorities for rural development. In addition the paper considers how the SRDP will align with other EU funds under a Common Strategic Framework. It discusses the investment articles that Europe allow us to use and asks which of these are the most important to Scotland, within the limited resources that are likely to be available.
4. A key aspect in developing the next SRDP is consideration of lessons learned from the 2007 – 2013 SRDP and how we can use these to improve on past performance. This is particularly relevant for how we deliver much of the funding for land-based options and the consultation document proposes ways in which we can simplify and speed up the application process, while ensuring we meet the necessary EU and verification requirements.
5. In addition it discusses how we can ensure the right thing happens in the right place through strategic targeting. The principles of collaboration, integration and innovation are also important and the consultation document considers how we can encourage these under the next SRDP.
6. To support the delivery of the SRDP 2014 – 2020 the consultation document proposes how advice available to applicants can be improved to ensure we remain customer focussed while getting the best value for public funds.
7. Written responses to the consultation paper are welcomed and should be sent to [SRDP2014-2020Consultation@scotland.gsi.gov.uk](mailto:SRDP2014-2020Consultation@scotland.gsi.gov.uk) or the contact details given on the covering letter. **The closing date for responses is 30 June 2013.**
8. **We will also be holding workshops, during the consultation period,** to gather opinions which will help the Scottish Government make decisions about the way forward. More details on these events is available on the [Scottish Government SRDP 2014 – 2020 website](#).

## SECTION 1: INTRODUCTION

9. The Scotland Rural Development Programme (SRDP) 2014 – 2020 will fund a wide range of projects across Scotland to deliver against Scottish Government priorities. The current programme will deliver around £1.2 billion in rural Scotland for projects aimed at: the environment; modernisation of agriculture; support for community groups; support for those living and working in fragile remote areas; forestry; climate change; and other rural businesses.

10. The SRDP is part-funded by the European Agricultural Fund for Rural Development (EAFRD) and is governed by European and domestic legislation. This legislation is being renewed and is currently going through the European legislative process. Although **some issues remain to be resolved (i.e. future Less Favoured Area (LFA) support)** there is enough certainty on the majority of the future legal framework that we can consult on our initial proposals now. We need to do this in advance of the legal framework being agreed to ensure we have enough time to **launch the programme in 2014** (the current legal framework ends on 31<sup>st</sup> December 2013).

11. In parallel with the EU legislation, the EU budget is also being set to cover 2014 – 2020. The SRDP budget will flow from this and based on initial positions by EU member states it is likely that all EU budgets will face a significant reduction. **Discussions within Europe are ongoing, and expected to reach a conclusion around June/July of this year.** However, based on the views expressed by member states during budget negotiations, **Scotland could see anywhere between a 10% – 20% reduction in the SRDP budget.** For Scotland this will mean we need to focus on our key priorities, ensuring we secure maximum value from any grants provided.

12. This consultation builds on the engagement work we have already undertaken with stakeholders to help shape the future programme and on the many lessons learned from implementation of the current programme. **Eight stakeholder working groups were set up** to look at the following subjects and make recommendations for the future programme: Areas of Natural Constraint (ANC/LFA); Rural Economy; Environment and Climate Change; LEADER; Forestry; Monitoring and Evaluation; Animal Welfare and Plant Health; and Advisory Service. **Each working group produced a final report setting out its recommendations.** These can be viewed at:

<http://www.scotland.gov.uk/Topics/farmingrural/SRDP/SRDP20142012>

13. **This consultation document sets out our initial thinking**, taking account of the reports from the working groups and on-going stakeholder engagement. We are consulting for an eight week period. **We will be undertaking a second consultation later this year which will take account of the feedback received from the first.** This second consultation will contain more detailed proposals and will seek final views before we submit the final Programme document for approval by the European Commission by the end of this year. The Scottish government will also be consulting on the priorities for the European Social Fund and the regional Development Fund. This consultation will also explain in more detail how Structural Funds, Rural Funds and Fisheries Funds will seek to work together in Scotland. This consultation will launch on 14 May.

14. The **indicative timetable for implementation of the SRDP** can be viewed at **Annex A**. This is reliant on the European legislation being agreed by October 2013.

15. The questions we would appreciate responses on are set out throughout this document and reproduced in full on the Respondent Information Form (RIF).

16. As set out above, your responses to these questions will be used to help further develop our proposals with a view to finalising them by the end of this year.

**Please send your response with the completed Respondent Information Form to:**

SRDP2014-2020Consultation@scotland.gsi.gov.uk

or

SRDP 2014-2020 Consultation  
D Spur  
Saughton House  
Edinburgh  
EH11 3XD

17. **The closing date for responses is 30 June 2013.** Late responses cannot be included in the analysis or published report but will be read and taken into consideration.

## SECTION 2: SETTING THE CONTEXT

18. This section describes the governing priorities for the SRDP and how it fits into the wider approach to investing the range of European Union (EU) funds in a way that delivers maximum value for money

### EU Thematic Objectives

19. The following list are the priorities agreed by the 27 Member States as being the key focus for all spending within the EU:

- Research & Development & Innovation
- ICT
- Competitiveness
- Low Carbon
- Climate Change
- Environment
- Sustainable Transport
- Employment
- Social Inclusion
- Education and Lifelong Learning
- Capacity Building

### EU Rural Development (RD) priorities

20. Underneath the EU Thematic Objectives sit the EU Rural Development priorities. The investments made through the SRDP must fit into these priorities and the European Commission will be monitoring all programmes across the EU to ensure that is the case. The priorities for RD are:

- Fostering knowledge transfer and innovation
- Enhancing competitiveness
- Promoting food chain organisation & risk management
- Restoring, preserving & enhancing ecosystems
- Promoting resource efficiency & transition to low carbon economy
- Promoting social inclusion, poverty reduction and economic development

Scotland does not have to address all six of these priorities if any are demonstrated to be irrelevant, however with both the thematic objectives and RD priorities **it is clear that Scotland shares these as issues that need to be addressed.**

### Scottish Government's Purpose

21. The Purpose of the Scottish Government is to make Scotland a more successful country, with opportunities for all to flourish, through **increasing sustainable economic growth** as outlined in the [Government Economic Strategy](#) (GES).

### Scotland's National Performance Framework (NPF)

22. Scottish Ministers are committed to the outcomes based approach as set out in 2007 in the National Performance Framework's (NPF) 10 year vision. The 'Scotland Performs' process is used to measure and report on progress, using seven Purpose Targets, 16

National Outcomes and providing detailed data on 50 National Indicators. For more information see:

<http://www.scotland.gov.uk/About/Performance/scotPerforms>

## **Common Strategic Framework (CSF)**

23. The European Commission (EC) have proposed that The European Agricultural Fund for Rural Development (EAFRD) will fit into the new Common Strategic Framework (CSF), which also applies to the Social and Regional Development Funds and the Maritime and Fisheries Fund. **This involves the development of a Partnership Agreement** between the Member State and the European Commission (for the UK this will involve individual chapters for each of the devolved nations). The aim of the CSF is to ensure improved coordination and strategy between the funds and better targeting of investments to reduce any inefficiencies.

24. **The Partnership Agreement (PA) is the key element for utilising EU funds for Rural, Growth and Fisheries from 2014-20**, and will set out how the funds will jointly achieve an impact on the [Europe 2020](#) targets.

25. The European Commission (EC) issued a position paper for the UK in November 2012. This sets out three related challenges which the EC believes the UK and Scotland should address using European Funds, if there is to be measurable progress against the EU 2020 targets. These are:

- Increasing labour market participation, promoting business competitiveness and research and development investment
- Addressing social exclusion and unemployment
- Developing an environmentally friendly and resource efficient economy

26. The EC's analysis aligns well with the Scottish Government's Purpose, the Government Economic Strategy (GES) and the NPF; which align well with the overall EU 2020 objective of creating a smart, sustainable and inclusive Europe.

## **OUR PROPOSALS**

27. Our proposal for Scotland is that **EU Funds are marshalled into three 'Scottish Funds'** which seek to explicitly address Scottish Government and EU priorities:

- Competitiveness, innovation and jobs
- Low carbon, resource efficiency and environment
- Local development and social inclusion

28. **Each of the three Scottish Funds would have resources allocated to it from the European programmes (including SRDP)**, depending on the eventual allocations agreed at EU and UK level and individual analysis of need against relevant priorities as set out in operational programme legislation. These funds will then provide budgets for individual schemes (such as LFASS).

29. To ensure that the funds are, and remain, targeted at areas where intervention will be most effective and have the best prospect of achieving the desired outcomes, **a single Programme/Partnership Agreement Monitoring Committee (PMC) is proposed. This PMC would oversee the performance of each of the Scottish Funds and ensure that**



**their activities link clearly back to operational programmes and the Partnership Agreement.** If required, specific advisory groups or sub-committees could be added to the arrangement to engage directly with the proposed Delivery Partnerships (delivery partners for each of the three Scottish funds). The PMC would involve stakeholders from across all funds, these will be identified once the PA has been finalised (for current SRDP PMC members include: Environment LINK; COSLA; NFUS; Scottish Land and Estates; SCVO).

**Question 1: Given the EU's Common Strategic Framework approach do you agree or disagree that EU funds in Scotland should be marshalled into three funds (paragraph 27)?**  
**Please explain your views.**

**Question 2: Do you agree or disagree with the proposed establishment of a single Programme Monitoring Committee to ensure all EU funds are targeted effectively (paragraph 29)?**  
**Please explain your views.**

## SECTION 3: OUR INVESTMENT PRIORITIES FOR RURAL DEVELOPMENT

### Introduction

30. Our priorities for Scotland's Rural Development Programme are set out in the SWOT (see Annex B) undertaken for rural Scotland as part of the programme design process.

31. These priorities are addressed using the **individual investment articles provided by the European legislation**. These articles set out in more detail what the programme can fund. The use of any individual articles is optional, and given the likely programme budget reductions at both EU and national level referred to at **paragraph 11 there is a need to ensure we focus on those articles that will contribute the most to Scotland's priorities**. It is also important to note that the more articles that we use, the more complex the programme will be to administer and run.

### Investment Articles

32. The articles from the regulation are listed below, along with information on how they are currently used in the SRDP to fund a wide range of priorities.

RDR article	Description	Use in Scotland
Article 15 - Knowledge transfer and information actions	Vocational training including courses, workshops and coaching, demonstration and information activities.	This article currently funds the Skills Development Scheme, which is a scheme that looks to raise awareness of and spread best practice and innovative ways of working. There is a need to ensure we adequately allow for innovation to be possible throughout the SRDP and this article could help to roll out actions from the proposed Innovation Challenge Fund, as set out in Section 7.
Article 16 – Advisory services, farm management and farm relief services	Provision of advice to farmers, forest holders and SMEs on economic and environmental performance as well as climate change and resilience.	Would be used to fund the proposed advisory service, as set out in Section 11.
Article 17 – Quality schemes for agricultural products and foodstuffs	As with the current SRDP, provides support for producers participating in quality schemes, such as Quality Meat Scotland's cattle and sheep schemes.	The added value of being part of a quality assurance scheme (increased sales), means supporting this article, although helpful, may not be an essential priority for the limited funds available.
Article 18 – Investments in physical assets	Relates to agricultural investments, but also physical assets on farms in order to deliver environmental outcomes.	Key for economic growth, agricultural productivity (e.g. improved drainage) and ensuring we protect and enhance the environment.
Article 19 – restoring agricultural production	Provides for support for investments in preventive actions to reduce the consequences of natural	Not in current programme.

<p>potential damaged by natural disasters and catastrophic events and introduction of appropriate prevention actions</p>	<p>disasters and catastrophic events; and restoration of agricultural land and production potential damaged by such events.</p>	
<p>Article 20 – farm and business development</p>	<p>Business start-up aid for young farmers; farm diversification projects; development of small farms. Also investments in non-agricultural rural micro and small businesses. Payments to farmers participating in the Direct Payments small farmer’s scheme who are permanently transferring their holding to another farmer.</p>	<p>This is a key investment article that provides support to a number of sectors in the rural economy, also importantly new entrants. However the power to make payments to those transferring their holdings to others could use up a significant amount of funds and result in little more than consolidation of holdings.</p>
<p>Article 21 – Basic services and village renewal in rural areas</p>	<p>This article covers a lot and currently straddles Rural Priorities and LEADER. Touches on: renewables; broadband infrastructure; locality plans; other small scale infrastructure (not defined); basic services for rural population (including leisure and culture) and related infrastructure; investments by public bodies in recreational infrastructure; tourist information; studies and investments in cultural and natural heritage of villages and rural landscapes; investments targeting relocation of activities and conversion of buildings to improve quality of life or environmental performance of settlement. Mostly small scale infrastructure with exception of renewables and broadband.</p>	<p>This is another key article which we use in a variety of ways within the SRDP. It can aid economic growth, environment, rural communities and climate change.</p>
<p>Article 22 – Investments in forest area development and improvement of viability of forests</p>	<p>This overarching article sets out main areas of forestry support as:</p> <ul style="list-style-type: none"> <li>• Afforestation and creation of woodland</li> <li>• Establishment of agro-forestry systems</li> <li>• Prevention and restoration</li> </ul>	<p>This is a key article to support the Scottish Government’s vision for forestry laid out in the Scottish Forestry Strategy. This seeks to encourage a range of social, economic and environmental benefits of forestry underpinned by sustainable forest management.</p>

	<p>of damage to forests</p> <ul style="list-style-type: none"> <li>• Investments improving the resilience and environmental value of forest ecosystems</li> <li>• Investments in new forestry technologies and in processing and marketing of forest products</li> </ul> <p>Our aim is to provide support under each of these areas. Details are provided under forestry specific articles below.</p>	
Article 23 – Afforestation and creation of woodland	<p>Covers costs of establishing and maintenance of new woodland.</p> <p>The draft EC Regulations exclude income forgone payments. The SG is seeking reinstatement via negotiations with the EC.</p>	The Scottish Government is committed to achieving 100,000 hectares of new woodland creation over the next 10 years. We will continue to support a range of Woodland Creation Models that encourage social, economic and environmental objectives.
Article 24 – Establishment of agro-forestry systems	This is a new article not previously funded under SRDP and will support establishment of agro-forestry systems.	Adding agro-forestry systems to the range of support through SRDP will implement recommendation 10 from the Woodland Expansion Advisory Group of encouraging better integration between woodland creation and farming.
Article 25 – Prevention and restoration of damage to forests	This article presents a new opportunity for Scottish Government to support woodland owners to cover costs for restoring forest potential from natural disasters including pests and diseases.	Tree pests and diseases have significantly increased in prominence since 2007 as important threats to Scotland’s woodland resource.
Article 26 – Investments improving the resilience and environmental value of forest ecosystems	<p>This allows for a continuation of the grant types currently available under the Woodland Improvement Grant (WIG).</p> <p>It is proposed to integrate the Woods In and Around Towns (WIAT) Challenge Fund into mainstream WIG grant based on standard costs (and annual payment under Article 35 – see below). This is a major simplification of WIAT funding that will reduce complexity for applicants.</p>	This article will support operations that help meet Scottish Biodiversity Strategy, UK Biodiversity Action Plan, EU Birds and Habitats Directives and Scottish Forestry Strategy commitments.
Article 27 – Investments in	This is a new forestry article that supports similar activity	This article will ensure we continue to fund rural businesses which help to

new forestry technologies and in processing and marketing of forest products	funded within Axis 1 of the current SRDP such as processing and marketing and adding value to forest products. Eligibility widened to include SME's as well as land managers.	sustain rural communities.
Article 28 – Setting up of producer groups	Facilitation of setting up of producer groups in the agriculture and forestry sectors.	Not in current programme.
Article 29 – Agri-env-climate	Support for land managers who carry out agri-environment-climate commitments on agricultural land. Currently used for Rural Priority environmental options.	Significant focus in the current programme and this will continue in the new programme to ensure we meet legal obligations and international commitments to climate change mitigation and adaptation, biodiversity and water quality and to continue to address National Performance Framework objectives.
Article 30 – Organic farming	Support for the conversion and maintenance of certified organic farming practices. Currently used for Rural Priority organic options.	Support to land managers to use organic farming methods and to encourage the expansion of organic production in Scotland in order to deliver environmental benefits.
Article 31 – Natura 2000 and Water Framework Directive (FWD) payments	Support to land managers for Natura 2000 sites and areas included in river basin management plans.	Not in current programme as this area is currently addressed by agri-environment, forestry and LFASS and this is likely to continue in future programme.
Article 32 – payments to areas facing natural or other specific constraints Article 33 – Designation of areas facing natural and other specific constraints	Funds current LFA support scheme, replaced by ANC as set out in Annex C.	A key article to ensure we continue to fund fragile rural businesses which help to maintain the environment and sustain rural communities by avoiding land abandonment.
Article 34 – Animal welfare	Support for undertaking animal welfare commitments.	In current programme and funds Animal Welfare Programme.
Article 35 – Forest Environmental and climate services and forest conservation	Support for forest-environment commitments. This allows for the continued support for the grant types currently available under the Sustainable Management of Forests Option.	Important article to encourage sustainable management to help meet Scottish Biodiversity Strategy, UK Biodiversity Action Plan, EU Birds and Habitats Directives and Scottish Forestry Strategy commitments.

	It is proposed to introduce a payment for WIAT woodlands in partnership with support through Article 26	
Article 36 – Co-operation	Currently used by both LEADER and Food Processing, Marketing and co-operation grants. Allows for support for co-operation including pilot projects, development of new products, processes and technologies, promotion of short supply chains and local markets, environmental projects, biomass production and drawing up of forest plans.	This could help to fund a wide range of activity. It is of particular importance for our approach to collaboration as set out in Section 10.
Article 37 – Risk management	Contributions to farmers for economic losses in crops, animals or plants caused by adverse climatic events or animal/plant disease or pest infestation. Contributions to a mutual fund to provide compensation to farmers who experience a severe drop in their income.	Not in the current programme.
Article 38 – Crop, animal and plant insurance	Support for insurance contracts which cover for loss caused by adverse climatic event or by animal or plant disease or post infestation.	Not in the current programme.
Article 39 – Mutual funds for animal and plant diseases and environmental incidents	Support for establishing a mutual fund and providing compensation to farmers in certain circumstances.	Not in current programme and although we see no need to use this at present it is an article we should keep under review.
Article 40 – Income stabilisation tool	Possibility to use this for any significant drop in income (more than 30%) as a result of, for example, severe weather. Farmers would have to provide a significant amount of justification to access this article.	Not in the current programme.

**Question 3: Given the need to prioritise our spending in the future programme (paragraph 11) which articles do you see as a priority for use within the next programme?  
Please explain your views.**

## SECTION 4: LESSONS LEARNED FROM CURRENT PROGRAMME

### Background

33. The Scotland Rural Development Programme (SRDP) 2007 - 2013 was designed to develop a more integrated approach to agricultural and rural development, and to encourage applicants to connect their business and farm development activities better to wider regional and national objectives so as to achieve more balanced economic, social and environmental outcomes.

34. This was a new and very ambitious approach to wider rural development funding, bringing together a wide range of formerly separate support schemes including those covering the farming, forestry and primary processing sectors, environmental improvement, rural enterprise and business development, diversification and rural tourism. It included articles to support and encourage rural communities and delivered the LEADER initiative for local innovation in rural areas.

### Implementation

35. The SRDP 2007 – 2013 was approved by the European Commission in late February 2008 (due to delays in European process, and Scottish Government elections resulting in a change of government in May 2007) and the approved programme was first published on 3 April 2008. Since then there have been a number of programme modifications to address issues identified as the programme rolled out and economic circumstances developed.

36. There have been two reviews of the programme to date. The first in early 2009 by Peter Cook was to learn from the first year of operation and focussed on Delivery and Programme Balance. The report concluded the following:

“The vast majority of the Programme is working well and receives little publicity. Much of the concern over the early stages of the SRDP has been directed at the “Rural Development Contracts – Rural Priorities” (RDC-RPs) delivery mechanism.”

37. The second published in March 2011 was the Mid-Term Review of the programme. Included in the conclusions are the following:

“The Challenge Fund for forestry and the menu-driven Rural Priorities scheme generate some dissatisfaction among beneficiaries, the former for its **administrative complexity** and **poor technical support**; the latter mainly for its **complexity**.”

“**The LMO and RP schemes** are logically coherent, but **have not to date delivered strongly evidenced transformative change**, though some positive effects are intimated”

“Overall, the **high level of dependence on agents in preparing RP applications reveals an administrative complexity** beyond the perceived ability of many applicants acting alone.”

“The complexity of the SRDP creates a substantial data challenge ..... It is **necessary to improve data reporting and put systems in place to ensure across-the-board consistency** in reporting of impacts and outcomes. ...”



## Conclusions / lessons learned

38. The current SRDP will successfully deliver some £1.2 billion of funding to Scotland's rural economy and we anticipate will fully utilise the available EU funding (almost €680 million) by the end of 2013. Close to 80% of applicants being funded is seen as another success. However there are questions around the level of applications in some parts of the programme and **around how the funding was targeted and whether best value was always achieved.**

39. The design vision of the Rural Priorities scheme was that applicants would be able to go through the application process just by reference to the electronic guidance available. The reality was far from that and the use of agents was the norm throughout the programme. **Complexity and ambiguity of guidance and the underpinning European and national legislation was a significant factor in applicants turning to agents for advice** to guide them through the process.

40. We recognise the level of change that was introduced to bring three different organisations together (Scottish Government (SG), Forestry Commission Scotland (FCS) and Scottish Natural Heritage (SNH)) into a common way of working while integrating a new set of customer registrations for LEADER and community type projects impacted on the way the programme was perceived by both staff and customers alike. **The lack of a sufficiently robust change management programme to support staff and customers through training and guidance was a major issue** at the start of the programme. However a real strength has been the engagement and interaction between a wide range of stakeholders which has built on the principles established under SEARS (Scotland's Rural and Environmental Services).

41. Much of the criticism of the Programme has centred around the implementation and administrative complexity of Rural Development Contracts – Rural Priorities. **The philosophy of regional prioritisation was sound in concept but has proved difficult to put into practice.**

42. **Complexity of options and guidance under RDC-RP has led to compliance issues** for applicants and a high level of audit risk for administrators.

43. The integrated approach was sound in policy terms however the lack of a robust and intelligent IT system to help deliver the programme led to frustration.

44. LEADER extended its coverage to 95% of Rural Scotland through 20 Local Action Groups and has delivered some £50 million of funding to innovative projects delivering wider community benefit in line with Local Development Strategies. Audit issues around clarity of guidance, availability of data and misinterpretation of rules have been significant. **Clarity of guidance, purpose and scheme rules will be essential in the new programme** to address the audit risk.

45. LEADER and the Food Processing, Marketing Cooperation Scheme (FPMCS) were both outwith the mainstream IT system for SRDP and this added significantly to the audit risk for both schemes particularly in terms of budgetary monitoring and control.

46. **The design of the next programme must be simpler and more customer friendly. Management information and monitoring requirements must also be incorporated from the beginning** – including improved spatial recording to allow for better targeting of funds.

47. **The next programme must sustain a strong level of ambition for rural Scotland** and to aid that should ensure that money is better targeted on the achievement of key objectives and outcomes.

48. See Section 7 for how we will seek to improve implementation and delivery of the next programme, taking account of these lessons learned and additional stakeholder feedback.

## SECTION 5: STRATEGIC TARGETING OF INVESTMENTS

### Introduction

49. To promote best value for money and delivery of Scotland's priorities for rural development, **we propose that investments under SRDP 2014 - 2020 will be strategically targeted, to direct support to commitments which will make the greatest contribution towards delivering these priorities.** This may include targeting support to the locations where investments will have the greatest impact, reflecting the variation in farming systems and environmental, community and business priorities across rural Scotland.

### OUR PROPOSALS

50. As a basis for strategic targeting, **it will first be necessary to articulate Scotland's priorities for rural development and to identify where support should be focused to deliver them most effectively.** The availability of relevant investment options could be restricted to target areas, where evidence indicates that support has the potential to deliver a significant impact. For example, some investment options may be targeted within the ranges of priority species or habitats, protected areas or priority water catchments. Geographic restriction of option availability could be coupled with a qualitative assessment of individual applications, to evaluate the quality and appropriateness of proposals based on meaningful criteria tailored to each priority. **There would be no guarantee that every application within a target area will be approved.**

51. For certain rural development priorities, which are broadly relevant across Scotland, restricting the availability of investment options to certain locations will not be appropriate. Instead, **other criteria could be used to guide the qualitative assessment of applications, to ensure that support is targeted to the highest quality proposals** likely to deliver the greatest public benefit (e.g. a business application for a start-up grant or investment proposal will be assessed based on the quality of the application proposal).

### Contributory factors

52. In addition to the approach outlined above, the following will also make an important contribution to strategic targeting:

- Budget allocation: As discussed in Section 8, the allocation of budgets among Rural Development Regulation priorities and articles will ensure that **the balance of support reflects Scotland's strategic objectives for rural development.**
- Stimulating uptake in priority areas: A key element of strategic targeting will be **to stimulate the uptake of relevant investment options within priority areas.** We will consider the role of targeted advice, facilitation and assistance with planning or application costs in helping to achieve this.
- Targeting at the holding level: Geographic targeting at a national level could be **complemented by the appropriate targeting of investments *within* holdings,** informed by descriptive maps and advice, as discussed in **Sections 9 and 11.**

**Question 4: Do you agree or disagree that we should geographically target our investment to areas where support will make the greatest contribution to our priorities?  
Please explain your views.**

## SECTION 6: INVESTMENT OPTIONS

### Background

53. Stakeholders have told us that they want the new SRDP to be simpler. Allied to this is a clear steer from national and European audits that **there is a pressing need to improve the verification and control of the grant options available** in the new programme (e.g. capital investments; environmental improvement and maintenance; water quality; business development).

54. The Scottish Government has therefore instigated **a review of the existing grant options (grants for specific purposes which sit under the EU articles and designed by the Scottish Government and relevant agencies such as SNH and FCS)** to determine their suitability for meeting our national and international obligations whilst proactively considering ways to simplify and improve the new programme.

55. The objectives of the review are simplification; verification; multiple benefits; and, value for money. The key tasks are:

- To review, redraft (and potentially remove) existing options from SRDP 2007-13, ensuring that those that remain are relevant, straightforward, robust, flexible, measurable and verifiable.
- To identify any gaps in provision and propose new investment options as required.
- To address the simplification and customer focus agenda, by setting out clear requirements in guidance and amalgamating and grouping options appropriately.
- To consult internally and externally as required to ensure the options are fit for purpose, comply with regulatory requirements and can be delivered within the scope of the required operational and IT changes.

56. **The scheme guidance on the website will be reviewed**, along with all of the scheme literature and templates, to make the requirements for staff and applicants much clearer.

57. **Investment options must meet EU audit requirements.** In most cases this will be achieved via alterations to option eligibility requirements or processes, such as site inspections and robust business case assessments. However in some cases this may mean a greater responsibility on applicants to demonstrate that actions have been undertaken in line with scheme requirements. **This is important to ensure the Scottish Government and applicant are not penalised by the EU which would reduce the outcomes we are trying to secure.**

## SECTION 7: DELIVERING THE SRDP: PROGRAMME STRUCTURE

### Integrated approach to EU funds

58. As explained at **paragraph 27 to 29**, the **Partnership Agreement proposal is for Scottish EU Funds to be marshalled into three ‘Scottish Funds’** which seek to explicitly address Scottish Government and EU priorities:

- Competitiveness, innovation and jobs
- Low carbon, resource efficiency and environment
- Local development and social inclusion

59. Each of the three Scottish Funds would have **resources allocated to it from the Scottish EU fund programmes** (SRDP; EMFF; ERDF; ESF), depending on the eventual allocations agreed at EU and UK level and individual analysis of need against relevant priorities as set out in operational programme legislation.

60. **SRDP Delivery Partners (SNH, RPID, FCS) would continue to deliver land-based elements of the SRDP** funded from EAFRD (agri-environment; climate change; forestry), and the **LEADER scheme would continue to fund projects agreed by the various Local Action Groups (LAGs)** as set out in their Local Development Strategies (LDS) and agreed with Scottish ministers.

61. For SRDP 2014 - 2020 the main proposed change in structure is for all **business development proposals (e.g. agricultural and non-agricultural applications, including applications under the current Food and Drink scheme) to come through the competitiveness fund**. This could see a body, separate from the Scottish Government administering the grant process for these type of applications and taking decisions on those that merit support. This approach would allow those bodies to utilise all EU programme budgets to offer wider support, ensuring there is complementarity and we secure maximum value from our investments in this area.

62. For small local businesses it may be more appropriate, given their localised nature, for support to be directed through the Local Development fund (LEADER in rural areas). This would see small local businesses applying to their Local Action Group (LAG) for a grant rather than to a national or regional organisation.

**Question 5: Do you agree or disagree that support for small local businesses should be provided through LEADER? Please explain your views.**

63. **Fund priorities and targets would be set by the relevant fund delivery partners**, with decisions taken by the relevant delivery bodies (e.g. Community Planning Partnerships (CPPs) and Local Action Groups (LAGs) for Local Development; Scottish Enterprise (ScotEnt)/Highlands and Islands Enterprise (HIE) for Competitiveness).

## LEADER

64. **We believe that under the next SRDP, LEADER will make a valuable contribution to the delivery of this Government's purpose** and provide opportunities for communities and business to:

- build partnerships, drive collaboration, co-operation and own the local agenda
- identify opportunity, take risks, innovate and realise ambition
- grow the local economy

65. **It will remain within the Rural Development Programme with a minimum spend of 5%** (set by European legislation) of total SRDP budget, with the possibility of working with other funds where appropriate.

66. Under the next programming period **the LEADER approach has the potential to be used across all EU funds**, applying a common approach, based on a single set of rules – using the term community led local development (CLLD).

67. The EC are of the view that mainstreaming of the leader approach across all EU funds also provides an opportunity to:

- Strengthen the role of the Local Development Strategy (LDS) as the central tool that meet local objectives.
- Be more flexible, innovative and responsive to local needs.
- Provide greater transparency of what the funds do and clarity about the respective roles of the parties involved.
- Focus on animation and capacity building.
- Strengthen private and third sector participation in delivery of funds.
- Strengthen networking and cooperation at all levels.

68. We are in the process of taking forward EC thinking alongside the recommendations of the LEADER Working Group to inform the next Programme, and make it as effective as possible from the start. These include exploring areas such as:

- Monitoring & evaluation
- IT systems
- Financing LAGs & projects (cashflow)
- Local Development Strategy preparation
- Technical guidance
- Co-operation & networking

\*<http://www.scotland.gov.uk/Topics/farmingrural/SRDP/SRDP20142012/SRDP201420LEADER/LEADERWGFinalReport>

\*\*<http://www.ruralgateway.org.uk/gd/news/futureofleader>

69. **We will shortly be inviting expressions of interest for the preparation of Local Development Strategies from prospective Local Action Groups.** Thereafter the Local Development Strategy development will be an iterative process to ensure consistency with emerging thinking across the funds. Updates will be made available on both the SG and the NRN websites in due course.

## What does this mean for current SRDP?

70. The SRDP is currently structured around eight schemes:

- Less Favoured Area Support Scheme (LFASS)
- Rural Priorities (RP)
- Land Manager Options (LMOs)
- LEADER
- Forestry Challenge Funds (FCF)
- Food Processing, Marketing and Cooperation Scheme (FPMCS)
- Crofting Counties Agricultural Grant Scheme (CCAGS)
- Skills Development Scheme (SDS)

71. This was an ambitious approach to integrated delivery in order to achieve significant change in rural Scotland. We will continue this ambition in the new programme. However, based on the lessons we have learned through current programme implementation, and on-going feedback from applicants and other stakeholders, we believe small but important changes in design are necessary.

## OUR PROPOSALS

### Regional Project Assessment Committees (RPACs)

72. **For the new programme we are proposing to disband RPACs** (regional assessment bodies for RP applications) as we believe a more streamlined and evidence based targeting of investments would produce better results. Added to the new assessment process set out in Section 8, we believe this gives us a robust analysis of need allied to appropriate and informed decision-making for land based investments.

**Question 6: Do you agree or disagree to the proposal to disband RPACs and replace with a more streamlined assessment process as explained in Section 8? Please explain your views.**

### Land Managers Options

73. **We also propose to remove the Land Managers Options (LMOs) delivery mechanism from the next programme.** At a time of reduced resources it is necessary to focus efforts on those investments that achieve the biggest outcomes for Scotland. Although a broad and shallow approach to investments can achieve improvements over a wide area, this can only be justified when it would not lead to a dilution of the priority outcomes we could achieve with the resources available. In addition having a non-competitive scheme where everyone who applies receives support significantly increases budget management uncertainty. We could not know the amount of funding required to ensure support was provided to eligible applicants until the end of the application process and the money was committed. This could have a serious impact on all other priorities for Scotland.

**Question 7: Do you agree or disagree that LMOs should be removed from the future programme, given the spending restrictions we are likely to face and the need to ensure maximum value from our spending? Please explain your views.**



## Forestry

74. **Forestry support will continue into the new SRDP** and will be delivered by FCS as lead SRDP Delivery Partner. Applications would follow the Level 1 and Level 2 process set out at Section 8 with Level 1 following the ongoing approval thresholds for forestry options used in the current programme. Application above the current thresholds will be assessed through Level 2. It is proposed that Forestry Challenge Funds would discontinue with WIAT (Woodlands In and Around Towns) areas being funded through Rural Priorities and LEADER being explored as a mechanism for Forestry For People (F4P).

**Question 8: Do you agree or disagree that the Forestry Challenge Funds be discontinued with WIAT being funded through Rural Priorities and F4P funding being provided via LEADER?  
Please explain your views.**

## Food and Drink

75. **Food and Drink support will continue as a ring-fenced grant scheme.** This is a key growth sector for Scotland and as such it is essential there is tailored support available nationally to ensure key projects are enabled. However, there is merit in considering whether this support should be provided via the competitiveness fund delivery partners (yet to be identified), rather than sitting within the SG's food and drink unit as it does currently.

**Question 9: Do you agree or disagree that Food and Drink grants be decided via the wider decision-making process for business development applications or should they remain separate and managed within the Scottish Government as is the current practice?  
Please explain your views.**

## Crofting support

76. The Scottish Government appreciates the value-added benefits from the provision and maintenance of crofting systems in remote and rural Scotland. Crofting tenure contributes towards the maintenance of sustainable agricultural systems that produce supplies of safe healthy food, protect natural resources and enhance wildlife, habitats and cultural heritage. In addition, crofting helps provide and maintain jobs in rural areas and contributes more generally to the social inclusion dimension of sustainable rural development.

77. In recognition of the challenges faced by crofters, the Scottish Government currently provides around £2 million of financial assistance annually through the Crofting Counties Agricultural Grants (Scotland) Scheme (CCAGS). This provides grants to tenant crofters and other eligible occupiers of crofts living in the Highlands and Islands Enterprise Area of Scotland, towards the costs of a range of agriculture related operations on crofts.

78. Other additional assistance to crofters is provided under the Croft House Grant Scheme (CHGS) and the Crofting Cattle Improvement Scheme but these are administered out-with the SRDP using domestic funds.

79. In taking forward thinking and discussion on the type and scope of support that may be required under the new SRDP, Scottish Government officials have been in contact with key stakeholders including the Scottish Parliament's Cross Party Group on Crofting. Their SRDP Working Group (comprising representation from the Scottish Crofting Federation,

NFU Scotland, RSPB, Crofting Commission and others) has recently submitted suggestions on the type of support that it considers would benefit crofting.

80. Those suggestions require to be considered in detail against the criteria of overall justification and compatibility with European legal requirements and controls. However, in advance of the required detailed consideration, questions have arisen for which it is helpful to seek initial views from a wider audience of stakeholders before proposals are worked up in detail and a full consultation takes place on the proposals for a new Scotland Rural Development Programme.

81. A key issue is the scope of the CCAGS, which is currently focussed on aiding viability of crofts through provision of grants for a range of capital improvements to land, buildings and certain items of equipment. For the future programme some crofting stakeholders have suggested that a Crofting Support Scheme is developed which will fund all types of grants relevant to crofting. This has the benefit of ensuring support is ring-fenced specifically for use by crofters (and potentially small landholders, see below). However, it does mean support is fragmented rather than having a single route of entry for all agricultural businesses in Scotland. It could also mean that crofters (and perhaps small landholders) are restricted from applying for other SRDP schemes which offer similar support.

82. In holding preliminary discussions with stakeholders some have suggested that provision of support should be focussed solely on crofters, whereas others favour extending support to small landholders of “like economic status” to crofters, and who are located in the crofting counties. Our view is that there is merit in considering extending provision of support to small landholders in crofting counties.

**Question 10: Do you agree or disagree with crofting stakeholders that a Crofting Support Scheme is established in the new programme that will fund all grants relevant to crofting?  
Please explain your views.**

**Question 11: If a Crofting Support Scheme is developed, do you agree or disagree that crofters (and potentially small landholders) be restricted from applying for other SRDP schemes which offer similar support?  
Please explain your views.**

**Question 12: Do you agree or disagree on whether support for crofting should extend to small land holders of like economic status who are situated within crofting counties?  
Please explain your views.**

## Ensuring innovation is at the heart of Rural Development

83. Given the difficult economic climate it is clear that it is essential to improve agricultural productivity and the environment through research, knowledge transfer and promoting cooperation and innovation (including through the proposed European Innovation Partnership (EIP) on agricultural productivity and sustainability).

84. **The Scottish National Rural Network (SNRN)**, the **LEADER** model of delivery and the potential for the creation of **an improved advisory service** for farmers and land managers **all have significant potential to assist in the spreading and implementation of innovative ways** of improving working practices. As more becomes known about the EIP we will look to maximise the opportunities for linking these tools together to secure maximum value from the investments made under the SRDP.

85. Building on the successes gained through the current Skills Development Scheme (SDS) which has funded a range of innovative projects via Monitor Farms, **we propose to look at the potential to replace this scheme with an Innovation Challenge Fund** (which could continue to provide funding for Monitor Farms). This could be part-funded via the funds currently provided by SRDP to the SDS. Potentially adding to this budget, the current draft Direct Payments regulations provide for funds released as a result of the DP capping measure to be reserved for financing projects related to innovation. At present the DP regulations state this is in order to help farms increase their competitiveness so could only be accessed by farmers. However, the budget provided by SRDP can apply to other sectors so a holistic approach could be taken. Depending on the final legal framework for DP this could increase the resources available to drive innovation throughout rural Scotland. This challenge fund would aim to transfer the learning available through the EIP-LEADER-SNRN-Advisory Service network to on the ground improvements by enabling access to finance for projects looking to implement a new way of working.

**Question 13: Do you agree or disagree with the proposed replacement of the Skills Development Scheme with an Innovation Challenge Fund?  
Please explain your views.**

## Support for New Entrants/Young Farmers

86. If it is to prosper into the future, farming needs to attract a steady flow of new entrant young farmers with drive, innovation and entrepreneurial skills. At present, the average age of farmers is increasing and insufficient opportunities exist to attract the numbers of new entrant young farmers that the industry needs. It is therefore a clear priority for the Scottish Government to support generational renewal in agriculture in Scotland.

87. The Scottish Government is aware of the barriers to entry such as finance, lack of new tenancies and starter units, rising land prices, competition for land from established farmers and the move towards larger consolidated farming units. A key pledge in the 2011 farming manifesto was the creation of a New Entrants Advisory Panel which was announced in September 2012. The Panel advises government on the future role of support for New Entrants.

<http://www.scotland.gov.uk/Topics/farmingrural/Agriculture/NewEntrantsPanel>

88. Under the current SRDP a range of support articles have been put in place to help new entrant young farmers to gain entry to the industry and develop profitable, sustainable businesses. Articles provide enhanced grant rates to young farmers under the age of 40.

There is also support for new entrant young farmers who have set up as head of a farm business for the first time. It provides interest rate relief on a commercial business development loan and an establishment grant.

89. Notwithstanding the support currently provided to new entrants and young farmers under the current programme, the level of uptake has been less than hoped for. There have been 101 successful applicants securing £2.9 million of funding. The average median age of those in charge of agricultural units in Scotland continues to rise and currently stands at 57 (June Scottish Agricultural Census 2012). The recent SRDP SWOT exercise identified that there was still a reluctance to hand over to the next generation and a lack of opportunities for new entrants. There is a desire across the EU, and one that we share, to **encourage generational renewal** which could lead to new attitudes and approaches and sustain the future of agriculture in Scotland.

90. Over the past few months there has been active engagement with the New Entrants Panel to explore what further or different articles could be introduced under the new SRDP **to remove barriers to entry and/or incentivise new entrant young farmers to the industry.**

91. In order to provide this support, under the new SRDP **the Scottish Government proposes to make use of Article 18 (Investments in physical assets; 20% increase in grant rate for eligible young farmers) and Article 20 (Farm and business development; start-up grant for young farmers up to 70,000 euros split into 2 payments over five years) of the draft Rural Development Regulation.**

92. The New Entrants Panel has been considering a range of interventions to date including:

- Changing eligibility for accessing funding from those that are under 40 years of age to those that are 40 years old or under (**note**: the ability to do so will depend on the final wording and definition of the final Rural Development Regulation itself, currently the draft produced by the European Commission only allows support for those under 40 who are setting up for the first time).
- The definition of new entrant young farmers remaining flexible so as to include young people taking over farm businesses from their parents.
- Streamlining the funding application process and fast tracking applications from new entrant young farmers.
- Using the initial statement of intent submission date as a means to determine age eligibility rather than the full application submission date which would come later in the process and could result in individuals losing out on support.
- Greater attention being given to the production of robust business plans to support applications for funding articles introduced under Article 20 of the draft Rural Development Regulation.
- Support for the provision of free or subsidised support and advice to potential new entrant young farmers

93. **The Scottish Government is broadly in support of the proposed articles suggested by the New Entrant Panel**, subject to compliance with any legal considerations introduced by the final Rural Development Regulation.

**Question 14: Do you agree or disagree with the measures proposed by the New Entrant Panel (paragraph 92) to encourage new entrants to farming?  
Please explain your views.**

## SECTION 8: APPLICATION AND ASSESSMENT PROCESS FOR AGRICULTURE, ENVIRONMENT, LANDSCAPE AND FORESTRY

94. This proposal is a key element of ensuring that applicants are appropriately supported and guided through the application process. It takes account of the lessons learned discussed in section 4 and feedback from stakeholders. We have been testing this process over the last year with internal experts and stakeholders and the feedback received has been positive. It will help to deliver a significant proportion of the SRDP budget.

95. **The proposed process is focussed on the assessment of applications** that come through the SRDP application portal **for agricultural, environmental, landscape and forestry investments**. The schemes it would look to deliver are:

- LFASS (in time, new ANC scheme) – straightforward assessment of eligibility based on set rules
- CCAGS (or replacement) – level 1 assessment process
- Rural Priorities (possibly rebranded) – level 1 and 2 assessment process

96. **It would not deliver** the proposed **innovation challenge fund** (although learning from innovative projects and best practice can be disseminated widely through this process); **LEADER**; **FPMCS**; or **wider rural economy** beyond agriculture. These will be developed alongside the other funds, with the aim of providing as simple a service for each individual business/group as possible. Our goal is to ensure we identify the right agency/organisation to deliver each aspect based on relevant expertise.

97. The applications will come through the SG Rural Payments and Inspections Directorate (RPID) Paying Agency system for administration purposes (and use, for administration purposes, the current Rural Priority regional boundaries) **The assessment of Rural Priorities and CCAGS applications will be undertaken through a case officer assessment network** (see paragraph 102) **by the relevant SRDP Delivery Partner** (FCS for forestry; SNH for designated sites; RPID for all other land based investments including LFASS and CCAGS). **For applications that require a joint assessment** to ensure the delivery of multiple benefits **the process set out in paragraph 101 would apply**.

98. **We are working towards being open for applications in autumn 2014**. This timescale will be dependent on the EU legislation approval process, IT changes required and the priority for introducing the new DP scheme.

99. The approval system set out below proposes that **there would be a single entry route, with two levels of assessment depending on the cost/complexity of proposals**. This would be designed to focus on the delivery of priorities and to mitigate the risk of poor value for money. It would mean there is **a competitive approach across all SRDP grants**, ensuring we secure maximum value for money.

100. There would be 2 levels of entry.

- **Level 1** would be for applications up to an agreed threshold value (in process of being identified), focussed on regional and national priorities and approved at RPID Principal Agricultural Officer (PAO)/FCS Conservator/SNH Unit Manager level, depending on the application type. This would be done on a continuous approval basis, although a timetable could be provided at the outset to set out when

applications should be submitted at the latest in order to ensure the project could begin within a given timeframe.

- **Level 2** would be for applications above the threshold and would be considered nationally by an expert panel made up from: RPID; SNH; FCS; SEPA; and Historic Scotland. Stakeholders would also be invited to sit on the panel as observers. The panel would meet on a regular basis (monthly or quarterly, based on estimated demand and capacity).

### **Assessment network**

101. To ensure that applications are assessed with appropriate knowledge and expertise feeding in, **a case officer assessment network is proposed**. This would entail an appropriately experienced “gatekeeper” allocating cases submitted via the application portal to relevant case officers. **Clear criteria** (e.g. a single application with several priority issues addressed), agreed between the relevant SRDP Delivery Partners and other relevant agencies (e.g. SNH, RPID, FCS, SEPA), **will be used by the gatekeeper to judge whether an application requires assessment by the network**. If that is the case the application will be sent to nominated officials from each of the relevant organisations so they can each input into the assessment. **The assessment and approval will be overseen by the responsible SRDP Delivery Partner** (FCS for forestry; SNH for designated sites below an identified threshold; RPID for all other agri-environment and agricultural investments).

### **Variable intervention rates for actual cost applications**

102. In the case of investments that drive a potential profit or business benefit, to ensure that we properly assess the additionality provided by SRDP grants (required due to criticism of auditors that this is not addressed effectively in current programme) **it is proposed that intervention rates should be negotiated rather than set at a fixed amount**. This already operates successfully within the FPMCS and LEADER schemes.

103. **It is proposed that an assessment of the appropriate intervention rate to offer applicants is undertaken by the case officer**. This will be tied to clear guidance for managers and case officers (which would include the range of rates that could be offered, based on clear rules), with advice being provided to assessment committee members for Level 2 applications. This guidance, and an underpinning quality assurance process, will ensure there is consistency of approach across regions and case officer assessments.

### **Customer support**

104. As part of this new approach, and tied to our work to ensure improved customer support to applicants across all services provided by SRDP Delivery Partners, **we are looking to increase the capacity of our staff** (working with other public agencies) **to assist applicants in understanding the rules and application system, and talking them through the investment options available. We will also look to increase the amount of pre-assessment inspections undertaken** so that, where it was thought appropriate, a visit to the farm or land can be undertaken by an official to better understand the application and assist the understanding of the applicant on the requirements they are signing up to. Given resource requirements at the beginning of the programme period this will be a medium-term ambition but one we will look to roll out on an increasing basis as capacity allows.

## Regional budgets

105. One of the difficulties in managing the current programme was the lack of effective budget allocation, profiling and management arrangements being in place at the beginning of the programme. **We will be allocating budgets across articles, and will give an indication of the amount of resources that we believe (based on evidence) are appropriate for each of the Rural Priority regions under these articles.** This will be tied to regular central budgetary oversight to ensure allocations are being spent as forecast.

**Question 15: Do you agree or disagree with the proposed case officer approach to the assessment of applications?  
Please explain your views.**

**Question 16: Do you agree or disagree with the proposed single entry route for applications with a two level assessment process?  
Please explain your views.**

**Question 17: Do you agree or disagree with the proposed negotiation of variable intervention rates rather than setting fixed intervention rates?  
Please explain your views.**

**Question 18: Do you agree or disagree with the proposed setting of regional budgets across Rural Development Regulation (RDR) articles?  
Please explain your views.**

**Question 19: What support and assistance do you think applicants will need for this application process to work effectively?  
Please explain your views.**



## SECTION 9: INTEGRATED INVESTMENTS

### Introduction

106. We need to ensure that our use of the land in Scotland supports our environment, our people and our economy in a sustainable way. When we make payments for managing land, we need to ensure that we are getting the best value for public money. One way to achieve this might be to encourage land managers to consider all of the impacts of their management (environmental, social and economic) when drawing up applications for funding from the SRDP.

### Land Use Strategy

107. The principle of integrated land management is fundamental to the Land Use Strategy (LUS), which lays out how the Scottish Government and our public sector partners will take an integrated approach to land based investments to ensure that:

- Land based businesses work with nature to contribute more to Scotland's prosperity
- Scotland's natural resources are managed responsibly to deliver more benefits to Scotland's people and environment
- Urban and rural communities are better connected to the land, with more people enjoying the land and positively influencing land use

Further information about the Land Use Strategy can be found at:

<http://www.scotland.gov.uk/Topics/Environment/Countryside/Landusestrategy>

### An Ecosystems Approach

108. The ecosystems approach is becoming widely recognised as a good way to approach land management, to ensure that the wider impacts of an activity are taken into account. In summary the three principles of an ecosystems approach are:

- Consider natural systems
- Take account of the services that those systems provide
- Involve people

109. By taking this approach we believe that even small changes at a local scale may be managed to deliver more benefits to more people. For example, when considering planting a new hedgerow, sometimes small changes to the siting and composition of the hedge can have positive biodiversity, water quality, soil, carbon and even flood control impacts with a minimal impact on cost.

## OUR PROPOSALS

110. **These proposals are in addition to the approach detailed in Section 8 regarding the case officer assessment network**, which will ensure relevant applications are assessed for the potential delivery of multiple benefits.

## Descriptive map of holdings

111. Tied to advice provision, some have suggested that **a key aspect of ensuring a more integrated approach is the production of a descriptive map of holdings** (available from local area offices and in time the new IT system for CAP) that could give applicants, advisors and assessment officers information about significant sites (including for example watercourses, sites of archaeological interest and landscape features, habitats and species) that could benefit from action or protection on each particular holding. This would complement the national targeting approach by drilling down to a holding level. **We would appreciate views on whether the potential to have this as a facility within the next SRDP would be worth exploring.**

## Single application, assessed in partnership by relevant public agencies

112. A key issue, that has caused significant frustration amongst applicants in the current programme and has worked against integration, has been the separation of approval (RPAC) rounds into individual axes for the current Rural Priorities scheme. As a result, some businesses have needed to apply two or three times to secure support for multiple priorities on the holding. As explained earlier in this paper, we do not propose to continue with RPACs in their current form for the new programme, although there will be robust expert assessment across all applications as explained at paragraph 101. In addition, **as part of the process for grants we propose to enable single applications, which set out all land based investments/projects that the applicant would like to take forward on their land.** This would be underpinned by our proposed approach to targeting and mapping, and potentially assisted by the whole farm plan system.

**Question 20: Do you agree or disagree with the value of developing a descriptive map of holdings to help farmers and stakeholders understand the potential ecosystem value of specific holdings?  
Please explain your views.**

**Question 21: Do you agree or disagree with the proposal to allow applicants to submit single applications which set out all investments/projects that the applicant would like to take forward on their land?  
Please explain your views.**

## SECTION 10: COLLABORATION

113. Many environmental challenges that we face require co-ordinated action across more than one holding. We want to make it easier for land managers to work collectively to deliver at the ecosystem level, for example, by managing wild deer populations or by reducing pollution in whole river catchments.

### Collaboration - a Landscape Scale Approach

114. We recognise that a number of hurdles in the current programme have made it difficult for land managers to undertake collective action. **We want to ensure that landscape-scale projects can be effectively facilitated and co-ordinated** in the next programme and that land managers and others have access to advice and on-going support to assist this. Tied to this **we will investigate the potential for enabling a third party application approach for specific projects** where this is possible within the framework of the regulations and audit rules. We recognise that where a land manager will not receive any private benefit from a project it may be necessary to empower local existing networks to carry out work or fund projects directly (with the permission of relevant farmers/landowners/managers).

115. The proposed regulations allow programmes to **increase the intervention rate for physical asset investments by 20% for collective investments and integrated projects**. In addition, the cooperation article in the regulations allow **joint action to be taken to address (amongst many other things) climate change and environmental challenges**. This would pay for the planning, animation and running of a cooperation project. Both of these incentives, promoted effectively, will help achieve a landscape scale approach within the SRDP.

### OUR PROPOSALS

116. We are keen to make more use of this type of support. **Public agencies will work together to identify priority areas that could benefit from co-ordinated action under the new SRDP** (e.g. priority water catchments).

117. **We are considering making funds available to allow groups of land managers and/or other interested parties to come forward to the SRDP with proposals to undertake collective actions**. To ensure this is tied to the national targets and priorities, and that an effective landscape scale approach can be taken, this fund could be situated within the SRDP land based assessment process outlined at Section 8.

**Question 22: Do you agree or disagree that it would be helpful to allow third party applications for specific landscape scale projects?  
Please explain your views.**

**Question 23: Do you agree or disagree with public agencies working together to identify priority areas that could benefit from a co-ordinated third party application?  
Please explain your views.**

**Question 24: Do you agree or disagree with the establishment of a separate fund to support collective action at the landscape scale?  
Please explain your views.**

## SECTION 11: ADVISORY SERVICE

### Introduction

118. Any design of a new advisory service needs to take into consideration the requirements of the draft EU regulation. As currently drafted, the proposals require member states to offer tailored, one-to-one advice to individual farmers on a wide range of cross compliance, climate change, biodiversity, sustainable development and other issues. They also require member states to put delivery of the advisory system out to competitive tender. There is a requirement for a separation between advice and control and to ensure access to advice reflecting the specific situation of the relevant holding. Where justified and appropriate, advice may be provided to groups.

### Current Rural Advisory Service

119. At present, the Scottish Government funds a wide range of public good advice through its Veterinary and Advisory Service delivered by Scotland's Rural College (SRUC). **This provision currently costs £2.8 million per year.**

120. The public good advisory services cover a wide range of topics such as rural diversification, organic farming, farm woodland, cross compliance, conservation and biodiversity, pollution and climate change.

121. The Scottish Government also funds the Whole Farm Review Scheme. This provides subsidised access to professional farm business advice. It also offers an additional grant to enable access to more specialised advice which might be needed to carry out any of the identified actions. The scheme is delivered by accredited advisors and so far 3,000 farmers have benefited from the scheme.

122. In addition, farmers can access a range of additional sources of advice. Some of these advisory services are specific to farmers and some available to all businesses. For example, advice is provided through the Enterprise networks, Business Gateway and other public and private bodies such as SEPA, SNH, the Soil Association and Scottish Agricultural Organisation Society (SAOS). In some cases SG support these services e.g. with grants through the Skills Development Scheme (SDS). Under this programme the SDS has funded 45 projects totalling some £4 million.

### Analysis of the current Rural Advisory Service

123. During the past nine months there has been a significant amount of internal discussions and stakeholder engagement around the current service and what the new advisory service may look like, particularly through the Advisory Services Working Group. The group acknowledged that there were different sources of advice available and that the coverage was generally fairly good. There are advisors around who are trusted and have the right skills for the job with particular support for the Farm Business Advisor Accreditation Scheme for Scotland (FBAASS) and associated current whole farm review scheme.

124. However, the Working Group also concluded that advice was too fragmented and that we suffered following the loss of the Farming Wildlife Advisory Group (FWAG) and public bodies such as SEPA, SNH and FCS could not fill the gap that remained. The Working Group also felt that there are not enough skills providers or technical advisors around and not enough money available for a suitable advisory system.

125. The Working Group believe there could be great benefit in having a one stop shop, single point of entry for advice and that signposting needed to be better co-ordinated.

### **Potential model**

126. Under current arrangements advice is provided outwith the SRDP. With the new programme there is a desire to introduce an advisory service that is fit-for-purpose and addresses any failings and shortcomings of the current provision. Affordability will be a key consideration and a detailed calculation of the likely cost of a service suggested by the EU proposals has yet to be carried out. However, on the basis of the draft regulation the **cost could reach tens of millions of pounds** over the programme period.

127. Currently the Scottish Government funds the Whole Farm Review Scheme. The majority of stakeholders are in favour of a similar service being provided under the new SRDP but feel, in its current guise, it does not deliver sufficient benefits. Stakeholders have asserted that there is a need for a much wider integrated approach to advice provision and that plans should include: agricultural performance; biodiversity; environment; woodland creation (particularly on small farms); water pollution control, waste management etc.

128. Like the current Farm Business Advisor Accreditation Scheme for Scotland there may be a need to set up a similar Farm Advisor Scheme under the EU regulations. The current system works well and there are currently around 100 accredited advisors available in Scotland.

**Question 25: Do you agree or disagree with broadening the Whole Farm Review Scheme to include biodiversity, environment, forestry, water pollution control and waste management?  
Please explain your views.**

**Question 26: Do you agree or disagree that we allocate SRDP budget to advice provision when we move to the next programme?  
Please explain your views.**

## SECTION 12: FINANCIAL INSTRUMENTS

129. As part of the European Commission's proposals to better align EU funds via the Partnership Agreement, it is now possible to make available loans using SRDP funds. Scotland currently uses loan schemes through the Structural Funds (ESF and ERDF) and we are considering the potential to use the experience built up here to make available loan finance for businesses and communities.

130. This would help us make the increasingly scarce funds go further by only providing grants where these were absolutely required, with other areas being able to access finance through loans. Repayments could then be reinvested to increase the public support available. It also lessens any audit and state aid issues for revenue-generating projects.

131. For SRDP, based on initial discussions, key areas for loan finance support could be small businesses and community groups. Both of these sectors experience difficulties in accessing loans regardless of the merits of their proposals due to lack of assets. This is particularly true in the current economic climate. This prevents sound projects going ahead that could provide significant benefits in a rural context where small improvements can make a big difference to quality of life.

132. We currently run three basic types of funds:

- **Loan funds** which provide loans on a commercial basis (but not at commercial rates as public loan funds must be set at a marginally higher rate than the commercial sector to avoid state aid issues) are matched with a combination of SE, LA, pension funds and bank finance
- **Venture funds**, which create pots of funds from private investors, SE/HIE and Structural Funds – the private investors/business angles are part of the overall pot and bring in the deals, the structural funds lowers the overall risk profile for investors as losses and gains are taken on an equal basis, and the private investors are protected from audit burdens by finding the EU-required match funding from SE and HIE
- **Holding Fund – JESSICA** – effectively a vehicle to hold funds and attract deals for specific purpose, in the current case regeneration projects

133. Our thinking is at a very early stage on this but we are interested in hearing your views on the merits of providing loans for specific purposes and/or specific sectors.

<p><b>Question 27: What are your views on the merits of providing loans for specific purposes and/or specific sectors? Please explain your views.</b></p>
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## SECTION 13: VOLUNTARY MODULATION

134. The current SRDP is partly funded via Voluntary (and compulsory) Modulation. This is a tool available to Scotland to transfer funds from the Direct Payments (DP) scheme to the SRDP. In the current programme this has meant around an additional £25 million per annum for SRDP to be spent on a wide range of rural priorities. The current power to modulate funds between DP and SRDP is used in the following way:

Amount of Direct Payment (€ Euros)	Specified Proportion transferred to SRDP
€00.01 to 5,000	9%
€5,000.01 to 300,000	4%
€300,000 and above	0%

Note: Percentages are applied according to the threshold reached for total direct payments.

135. Until Scotland's budget for SRDP is known, it is impossible to take decisions on whether to transfer funds from DP to SRDP. However, in order to plan we need to make some kind of assumption. **Our working assumption at this stage is that we will need to transfer the same level of funds from DP to SRDP in the future programme to ensure we can continue to fund all our priorities for rural Scotland.** The table above means around 14% of DP is transferred to SRDP and the current draft DP regulations allow up to 15%. An important change is that this transfer could be in reverse, from SRDP to DP.

**Question 28: Do you agree or disagree with the proposal to maintain the current level of transfer from Direct Payments to SRDP in the new programme period?  
Please explain your views.**



## SECTION 14: EQUALITIES IMPACT ASSESSMENT (EQIA)

136. The public sector equality duty is a legislative requirement which obliges the Scottish Government to assess the impact of applying a proposed new or revised policy or practice on equalities groups. Equality legislation covers a number of characteristics including: **age, disability, gender, race, religion and belief, and sexual orientation**. An equality impact assessment (EQIA) aims to consider how a policy (a policy can cover: activities, functions, strategies, programmes, and services or processes) may impact, either positively or negatively, on different sectors of the population in different ways.

137. An EQIA is being conducted for the SRDP 2014-20 with the intention that it will consider how, through implementation of the SRDP, we can promote actions to reduce inequalities; avoid discrimination and take action to improve equality and enhance human rights.

138. As part of the EQIA for the SRDP, an initial review of research has been carried out on the equalities characteristics listed above for those residing in rural Scotland. This review has revealed particular gaps in our knowledge about the experiences and views of some equalities groups in rural Scotland. We are therefore interested in finding out stakeholders views on the equality impact of the forthcoming SRDP.

139. A specific equality question is contained in the Respondent Information Form that will be used to record responses to the consultation:

**Question 29: Please tell us about any potential impacts, either positive or negative; you feel the proposals in this consultation document may have on any of the equalities characteristics listed in paragraph 136.**

140. We welcome your views and comments to this question. They will be used to help us inform the draft EQIA which will be made available with the second consultation when stakeholders will have a further opportunity to comment on and contribute to these findings.

## ANNEX A

### SRDP 2014 - 2020 DEVELOPMENT: KEY MILESTONES

TASK	DEADLINE
Partnership Agreement (PA) framework (1 <sup>st</sup> stage)	March 2013
Launch SRDP stage 1 consultation	May 2013
Scotland RD financial allocation determined	June 2013
Financial allocations per priority	July 2013
Produce stage 1 consultation response	August 2013
Launch stage 2 consultation (possibly combined with PA consultation)	August/September 2013
Targeting (1 <sup>st</sup> stage complete)	September 2013
RD Regulation agreed	October 2013
Option design (1 <sup>st</sup> stage complete)	October 2013
Scheme design (inc LEADER, Regional Delivery)	October 2013
Delivery structure framework (includes final approach to PA)	October 2013
Approval of national priorities & RD strategy	October 2013
Produce stage 2 consultation response	October 2013
UK PA (including Scottish chapter) sent to European Commission	October 2013
Ex-ante & SEA complete	Nov 2013
SG approval of SRDP	Nov 2013
Formal submission of SRDP	December 2013
EC SRDP approval (EC has 6 months to approve)	June 2014
Legislation approved	August 2014
Open to applications	August 2014

These dates are subject to the timetable in Europe for agreeing the regulations

## ANNEX B

# RURAL DEVELOPMENT PROGRAMME (RDP) 2014-2020 SWOT ANALYSIS INCLUDING LINKS FROM THE COMMON STRATEGIC FRAMEWORK (CSF)

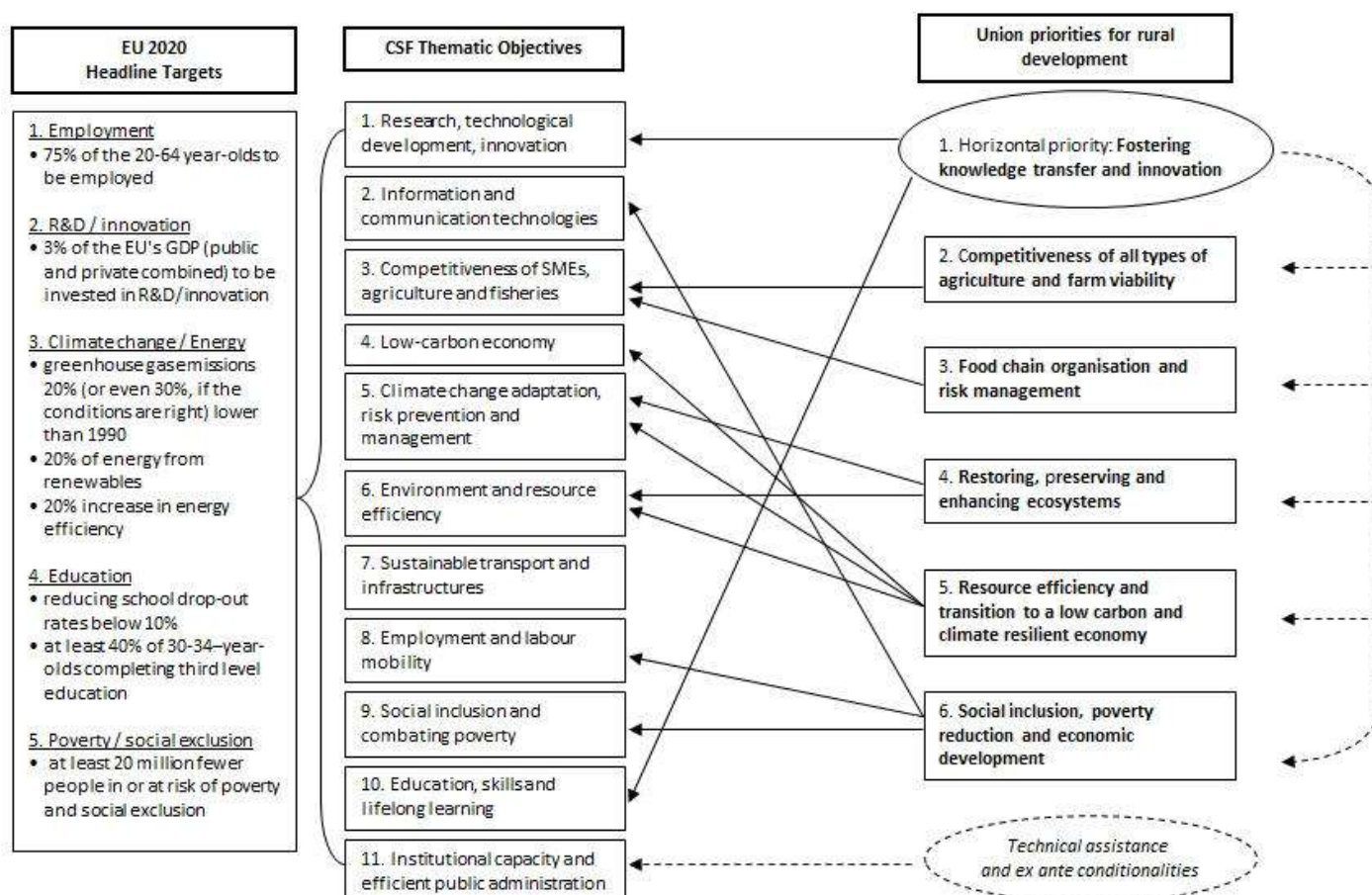
### Introduction

141. This annex sets out the SWOT (Strengths, Weaknesses, Opportunities and Threats) analysis for Scotland with reference to the Rural Development Programme's (RDP) key priorities for 2014-2020. It also shows how these priorities fit within the overarching thematic objectives of the EC's Common Strategic Framework (CSF).

142. The main bulk of this annex outlines the methodology taken to address this task and summarise the SWOTs. Baseline information and statistical trends that the SWOTs are based on are not included here but can be obtained on request.

### Link Between the CSF and the Rural Development Programme

143. The Ex Ante Evaluation Guidance for the 2014-20 Rural Development Programme helpfully outlines how the 11 thematic objectives within the Common Strategic Framework fit in and relate to the 6 priorities identified for the Rural Development Programme (see diagram below).



## Methodology for Undertaking the Baseline and SWOT Analysis

### Common Strategic Framework Methodology

144. The Scottish Government undertook an initial baseline review of Scotland's performance against the 11 thematic objectives of the Common Strategic Framework (CSF). Given the significant overlap between many of the thematic objectives of the CSF and the Scottish Government's National Performance Framework<sup>1</sup> (NPF), evidence from the NPF was used to inform the baseline review.

145. Additional information from a variety of sources was also used to help inform Scotland's performance against the thematic objectives (including relative to the UK and EU average).

146. This desk-based baseline review for the CSF was then circulated to colleagues across the Scottish Government covering areas such as the Office of the Chief Economic Adviser, Rural & Environment Science and Analytical Services Division, Marine Scotland and the Structural Funds team. In addition, the key findings from this baseline review were sense-checked against a number of existing documents, such as Europe 2020: Scotland's National Reform Programme<sup>2</sup>, the Scottish government's Economic Strategy<sup>3</sup>, the State of the Economy publications<sup>4</sup> and Working for Scotland: The Government's Programme for Scotland 2012-13<sup>5</sup>. There were a couple of thematic objectives where there was a lack of clarity over how they link in with each other. For example, the overlap between the low carbon economy, climate change adaptation, risk prevention and management, and environment and resource efficiency. Therefore some of the indicators used for one thematic objective can also be used to inform relative performance against other thematic objectives.

147. For one of the thematic objectives – institutional capacity and efficient public administration – it is difficult to capture relative performance based on a specific indicator. Indeed performance against these issues are more likely to be qualitative rather than quantitative. However, where possible information is provided on Scotland's performance against these objectives.

148. The CSF baseline review was then taken as the starting point for undertaking the SWOT analysis for the CSF. This analysis was undertaken by a range of colleagues within the Scottish Government: colleagues from the Office of the Chief Economic Adviser, Marine Scotland, Rural & Environment Science and Analytical Services Division and European Structural Funds Division.

149. While the SWOT analysis drew on the baseline review, it also brought together existing knowledge of some of the key challenges known to be facing Scotland under the 11 thematic objectives. This reflects the fact that it would be disproportionate to try to capture every single indicator/factor within the baseline review and the fact that in some cases factors do not necessarily sit comfortably under one thematic objective (i.e. may be more

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<sup>1</sup> The National Performance Framework is the tool with which the performance of the Scottish Government against key targets is tracked. <http://www.scotland.gov.uk/About/Performance/scotPerforms>

<sup>2</sup> <http://www.scotland.gov.uk/Publications/2012/04/5202>

<sup>3</sup> <http://www.scotland.gov.uk/Topics/Economy/EconomicStrategy>

<sup>4</sup> <http://www.scotland.gov.uk/Topics/Economy/state-economy>

<sup>5</sup> <http://www.scotland.gov.uk/Publications/2012/09/8987>

cross-cutting). However, where possible additional sources of evidence to support issues raised in the SWOT analysis were provided (see footnotes 2 to 5).

## CSF SWOT

The SWOT below presents the outcomes for the CSF SWOT exercise. On the following page a synopsis of the key statistical information and trends, which link into statements made in the SWOT, is presented against the 11 thematic objectives.

### Strengths

1. "Scotland" brand, such as Scotch Beef, Scotch Whisky (see National Performance Framework indicator on Scotland's reputation)
2. Lower unemployment rates reflect Scotland's adaptable workforce
3. Households living in poverty have been declining
4. Higher proportion completing tertiary education
5. Progress towards reducing greenhouse gas emissions
6. World leader in university research
7. A number of growth sectors continue to perform strongly despite challenging economic conditions
8. Natural environment and renewable resources
9. The size of Scotland can be used to our advantage (i.e. such as being able to respond more quickly to challenges by adopting a 'Team Scotland' where public bodies in Scotland can work together effectively)

### Weaknesses

1. Sparse population impacts on transport & access to services
2. Low R&D expenditure, low business birth rates and difficulties in accessing finance
3. Underinvestment has impacted on productivity & competitiveness
4. Located on the periphery of the EU
5. Low % with access to broadband relative
6. Difficulties in securing full time employment
7. High concentration of deprivation in parts of central Scotland
8. High youth unemployment
9. Some skill shortages in certain sectors such as in the oil and gas industry
10. Limited scope to increase food production

### Opportunities

1. Develop new markets and growth sectors such as food and drink, renewables etc
2. Potential for step-change in productivity through improving resource and energy efficiency
3. Enhancing our export performance through seizing opportunities from emerging economies
4. Enhancing broadband coverage will support emerging sectors and help rural communities
5. Better utilisation of the highly skilled workforce will improve productivity
6. Scope to work in partnership with other countries so as to create new trade opportunities
7. Ageing population may create opportunity for companies to tailor goods/services to meet changing demands
8. Develop opportunities available for the marine economy

### Threats

1. Recession could lead to a prolonged period of higher unemployment and loss of skills
2. Welfare reform may impact on ability to reduce poverty
3. Increased digitalisation could result in more age groups/communities being cut-off
4. Period of constrained finance could limit the productivity /competitiveness of businesses
5. Rising price of oil and other commodities
6. Euro Zone recession could prolong the recovery in Scotland
7. Reducing emissions may affect competitiveness of the Scottish economy
8. Demographic change will place pressures on Scotland's public services and maintaining a thriving workforce
9. UK policies not always the best for Scotland

## Statistical data and trends for the CSF

### 1) Strengthening research, technological development and innovation

- Business expenditure on research and development as a proportion of GDP is substantially lower in Scotland than in the UK or EU 27 as a whole.
- Evidence from Scotland's knowledge exchange index, that measures how well universities disseminate knowledge to the wider economy, has shown an overall increase since 2002/03<sup>6</sup> ).

### (2) Enhancing access to, and use and quality of, information and communication technologies

- The proportion in Scotland with broadband access in the home in 2012 was 9 percentage points below the proportion in the UK as a whole.

### (3) Enhancing the competitiveness of SMEs

- Since 2004, the registration rate of businesses (i.e. the business birth rate) in Scotland has consistently been below the UK rate.

### (4) Supporting the shift to a low carbon economy

- Scotland and the UK are both making greater progress in reducing greenhouse gas emissions than the EU 27, with emissions from the EU 27 only 15% lower than in the 1990 base year (UK = 25%, Scotland = 24%).
- Scotland has ambitious targets to reduce emissions further (by 42% by 2020 and by 80% by 2050 both from the base year 1990). Although good progress has been made, there is a long way to go in meeting these targets.
- In recent years there has been an increase in the amount of electricity generated in Scotland by renewable sources. In 2011, provisional renewable electricity generation was equivalent to 36.3% of gross electricity consumption compared to 16.9% in 2006.

### (5) Promoting climate change adaptation, risk prevention and management

- The rate of planting new woodland, which acts as a carbon sink, has declined over the last 40 years from around 30,000 ha per annum in the early 1970s to an average of 6,000 ha per annum between 2001 and 2010.

### (6) Protecting the environment and promoting resource efficiency

- There has been a steady reduction in the amount of municipal solid waste arising in recent years in Scotland.

### (7) Promoting sustainable transport and removing bottlenecks in key network infrastructures

- Since 2007, there has been a general decline in the percentage of driver journeys perceived to be delayed due to traffic congestion.
- Meanwhile, the proportion of adults in Scotland usually travelling to work by public or active transport has remained broadly stable at 30% over the past decade.
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### (8) Promoting employment and supporting labour mobility

- The Scottish employment and unemployment rates have generally tracked the UK rates over the past decade. Compared to the EU 27, the Scottish employment rate

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<sup>6</sup> <http://www.scotland.gov.uk/About/Performance/scotPerforms/indicators/knowledgeTransfer>

has remained significantly higher and the unemployment rate significantly lower over the past decade.

**(9) Promoting social inclusion and combating poverty**

- The proportion of individuals living in relative poverty in Scotland has been on a downwards trend over the past decade, despite the impact of the recession.
- Over the past five years the proportion of individuals living in relative poverty in Scotland has broadly been in line with the UK. While no direct comparisons are available for Scotland with the EU 27, the Europe 2020 indicator on the proportion of people at risk of poverty after social transfers is higher in the UK than the EU 27 average.

**(10) Investing in education, skills and lifelong learning**

- The proportion of 18 to 24 year olds who leave school early in Scotland is below the UK but above the EU 27 average. It has been on an upwards trend in recent years. Furthermore, Scotland continues to have a significantly higher proportion of 30 to 34 year olds who have completed tertiary education than the UK and the EU 27.
- Further information from the National Performance Framework show that since 2001 there has been a steady decrease in the percentage of adults with SCQF Level 4 qualifications or below. The figure has fallen from 16.4% in the 2007 baseline year, to 13.9% in 2011.

**(11) Administrative Capacity**

- No obvious data sources available to measure this.



## Methodology for undertaking RDP baseline and SWOT

150. Work on the RDP baseline and SWOTs was driven through the SRDP Reference Group. This is composed of policy officials in the Scottish Government who have an interest in the development of the RDP including those in policy areas such as:

- The core Rural Development Policy team
- Rural business development
- Climate change
- Rural communities
- Food grants
- Natural heritage/ agri-environment
- Rural Analytical Unit
- Structural Funds
- Rural Payments Inspections Division (RPID)

151. There is also representation on the group from the Forestry Commission, Highlands and Islands Enterprise, Historic Scotland and Scottish Natural Heritage.

152. Like with the CSF, initial work focused on developing a baseline review of evidence on how Scotland performs in relation to the 6 priorities of the Rural Development Programme set out by the EC. Where possible, existing information held within the Scottish Government, including indicators within the National Performance Framework, were used in order to assess Scotland's performance against the 6 rural priorities.

153. Having completed the baseline review, six groups were set up with colleagues across the Scottish Government and key external stakeholders in order to undertake a SWOT analysis for each of the EU rural development priorities. This approach was deemed appropriate as it would enable a more comprehensive assessment of Scotland's performance against each priority rather than attempting to formulate an overarching SWOT for the whole RDP first. Furthermore, given the time pressures, it was felt that the work could be undertaken more efficiently by bringing together smaller groups of colleagues with expertise within the different areas. This included members of the SRDP Reference Group (which in turn includes colleagues from out-with the Scottish Government).

154. The following SWOTs were carried out for each of the RDP priorities:

**SWOT 1: Fostering knowledge transfer and innovation in agriculture, forestry and rural areas:** colleagues from the Food, Drink and Rural Communities Division, Skills for Growth and Skills Development Policy (Scottish Government).

**SWOT 2: Enhancing competitiveness of all types of agriculture and enhancing farm viability:** colleagues from Food, Drink and Rural Communities, Rural Inspections & Payments Division (Scottish Government).

**SWOT 3: Promoting food chain organisation and risk management in agriculture:** Food, Drink and Rural Communities Division, Rural Inspections & Payments Division, Animal Health & Welfare Division (Scottish Government).

**SWOT 4: Restoring, preserving and enhancing ecosystems dependent on agriculture and forestry:** Natural Resources Division, Natural Assets and Flooding and Planning Divisions (Scottish Government) and Scottish Natural Heritage

**SWOT 5: Promoting resource efficiency and supporting the shift towards a low carbon and climate resilient economy in agriculture, food and forestry sectors:** Renewables, Climate Change, Waste (Scottish Government) and Forestry Commission.

**SWOT 6: Promoting social inclusion, poverty reduction and economic development in rural areas:** Office of the Chief Economic Adviser, Local Economic Development, Tourism and Major Events, Community Empowerment Unit and Broadband (Scottish Government), Historic Scotland, Scottish Enterprise, Highlands and Islands Enterprise.

155. A short summary of the SWOT analysis for each of the 6 priorities was completed and used to help inform the identification of the main priorities for the 2014-20 SRDP programme. Both the baseline review and the SWOT analysis were circulated to members of the SRDP Reference Group and feedback was subsequently incorporated into the analysis. The SWOT analysis was then used to help identify the needs for action under the 2014-2020 RDP.

156. Following the six SWOTs being completed, an “**overarching**” **SWOT** for the whole RDP programme was pulled together from the six separate SWOTs. This has been presented in the next section ahead of the presentation of the six individual SWOTs to allow the reader to gain a summary view of the RDP and see the links between it and the CSF more clearly.

## Overarching SWOT for Scotland's RDP

The SWOT below presents the overarching SWOT from Scotland's RDP. It provides a summary of the six RDP priority SWOTs (which are presented below this section) and creates a clear link between the RDP and the CSF.



## **Focus areas under each RDP priority**

157. Under article 5 of the Regulation on support for rural development by the European Agricultural Fund for Rural Development (EAFRD) <sup>7</sup> **18 focus areas or sub priorities** have been identified under each of the six priorities identified for rural development. We have demonstrated, where applicable, to align Scotland's needs with these.

158. Under each of the priorities, the following sub priorities are presented:

### **1. Fostering knowledge transfer and innovation in agriculture, forestry, and rural areas with a focus on the following areas:**

- (a) fostering innovation and the knowledge base in rural areas;
- (b) strengthening the links between agriculture and forestry and research and innovation;
- (c) fostering lifelong learning and vocational training in the agricultural and forestry sectors.

### **2. Enhancing competitiveness of all types of agriculture and enhancing farm viability, with a focus on the following areas:**

- (a) facilitating restructuring of farms facing major structural problems, notably farms with a low degree of market participation, market-oriented farms in particular sectors and farms in need of agricultural diversification;
- (b) facilitating generational renewal in the agricultural sector.

### **3. Promoting food chain organisation and risk management in agriculture, with a focus on the following areas:**

- (a) better integrating primary producers into the food chain through quality schemes, promotion in local markets and short supply circuits, producer groups and inter-branch organisations;
- (b) supporting farm risk management:

### **4. Restoring, preserving and enhancing ecosystems dependent on agriculture and forestry, with a focus on the following areas:**

- (a) restoring and preserving biodiversity, including in Natura 2000 areas and high nature value farming, and the state of European landscapes;
- (b) improving water management;
- (c) improving soil management.

### **5. Promoting resource efficiency and supporting the shift towards a low carbon and climate resilient economy in agriculture, food and forestry sectors, with a focus on the following areas:**

- (a) increasing efficiency in water use by agriculture;
- (b) increasing efficiency in energy use in agriculture and food processing;
- (c) facilitating the supply and use of renewable sources of energy, of by products, wastes, residues and other non-food raw material for purposes of the bio-economy;
- (d) reducing nitrous oxide and methane emissions from agriculture;
- (e) fostering carbon sequestration in agriculture and forestry;

### **6. Promoting social inclusion poverty reduction and economic development in rural areas, with a focus on the following areas:**

- (a) facilitating diversification, creation of new small enterprises and job creation;
- (b) fostering local development in rural areas;
- (c) enhancing accessibility to, use and quality of information and communication technologies (ICT) in rural areas.

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<sup>7</sup> [http://ec.europa.eu/agriculture/cap-post-2013/legal-proposals/com627/627\\_en.pdf](http://ec.europa.eu/agriculture/cap-post-2013/legal-proposals/com627/627_en.pdf)

## RDR PRIORITY 1 SWOT and Needs

### “Foster knowledge transfer & innovation in agriculture, forestry & rural areas”

(Links to CSF thematic objectives 1 & 10)

#### Strengths

- Extensive provision available in Modern Apprenticeships, FE, HE and accreditation schemes
- Over 40 schools delivering Skills for Work in Rural Skills
- Specific training organisation – Lantra, and support for employers.
- Skills Investment Plans for key growth sectors.
- Established training /knowledge transfer providers and renowned research institutes
- Successful Monitor Farms Programme
- Veterinary and Advisory Service programme
- Centres of Expertise and strategic partnerships

#### Weaknesses

- Shortage of integrated land management skills development, innovation and research
- Remote location makes accessing training difficult - costs of distance learning
- Lack of funding for non-legislative courses.
- Lack of overlap between forestry and agricultural training, research and innovation
- Difficult for self-employed to access funding
- High level of technical skills are not formally recognised
- Skills Investment Plans at national level and not tailored for rural needs
- Training can be low priority for businesses.
- Shortage of trained impartial advisors
- Research distant from commercial needs.
- Lack of joined up research and co-ordination across forestry and agriculture

#### Opportunities

- Opportunity to better integrate training & skills across land based sectors (forestry & agriculture) and tourism
- Possibility to improve leadership and management could help improve collaboration to improve productivity
- Potential to utilise accredited advisors
- Scope to introduce higher level skills training
- Skills Investment Plan could lead to industry needs and actions
- Opportunity to improve MAs delivery – cost and ability to share
- Opportunity to build on success of Monitor Farms
- Scope to support new entrants - recognise skills and gaps through competence framework
- Chance to target delivery of knowledge transfer and develop stronger linkages to research and technology

#### Threats

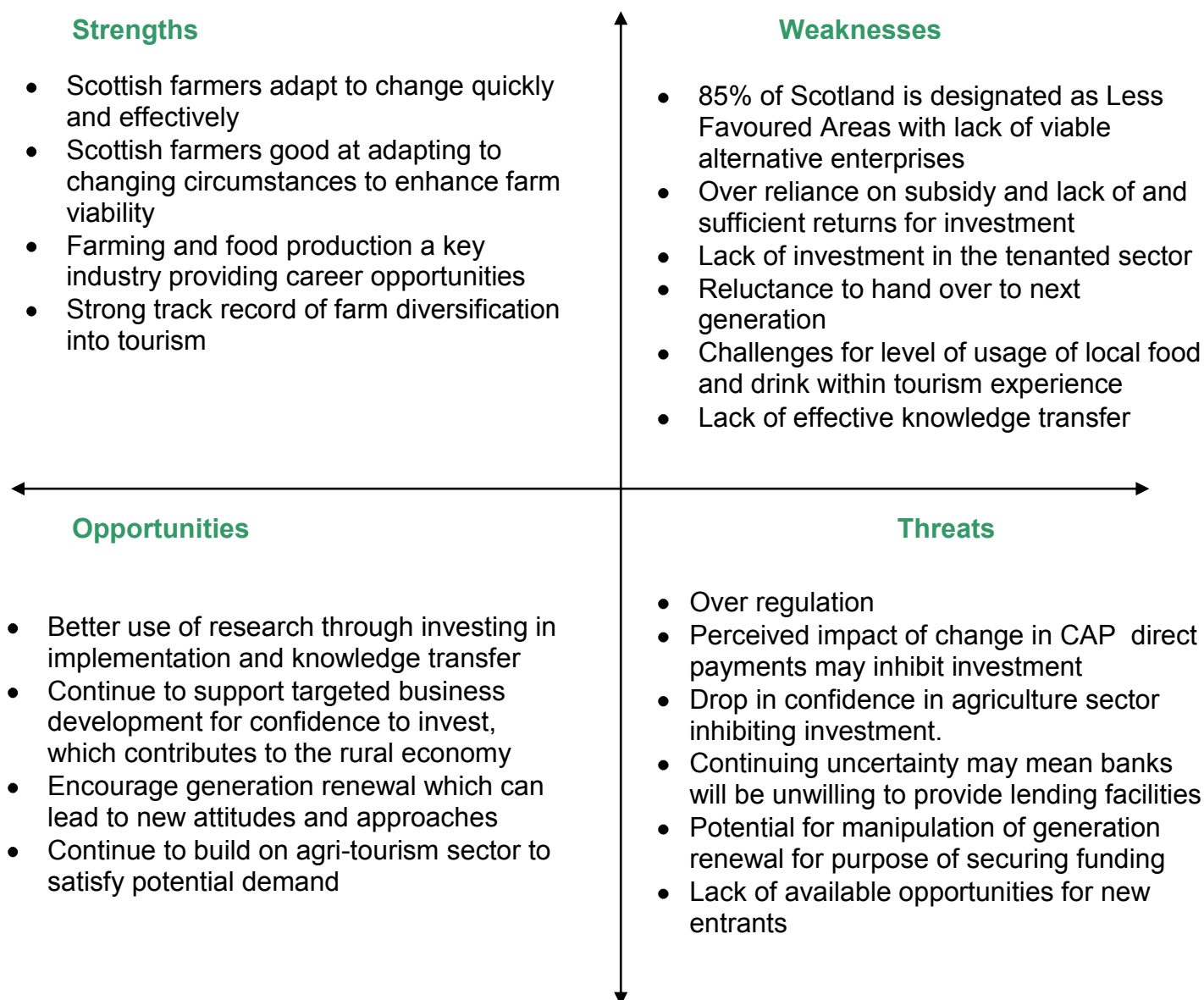
- College merger of SRUC could lead to rationalisation of land based sector courses.
- Resistance to change in rural areas
- Current economic environment could create a barrier to investment, research and adoption of new technology
- Differing interests and drivers
- Cost of developing new learning and MAs is a barrier
- SRUC dominate advice and knowledge transfer activities
- If skills development too targeted then could omit some land managers
- Long term planning can be difficult, especially with SRDP transition year(s)
- Research must demonstrate relevance to industry to encourage uptake

#### Statement of needs:

Continue skills development and take up through: improved co-ordination and integration of advisory services; increase focus on entrepreneurship, innovation and business management; develop and expand monitor farms; develop stronger linkages to, and take up of, research, technology and best management practice.

## RDR PRIORITY 2 SWOT and Needs

“Enhancing competitiveness of all types of agriculture and enhancing farm viability”  
(Links to CSF thematic objective 3)



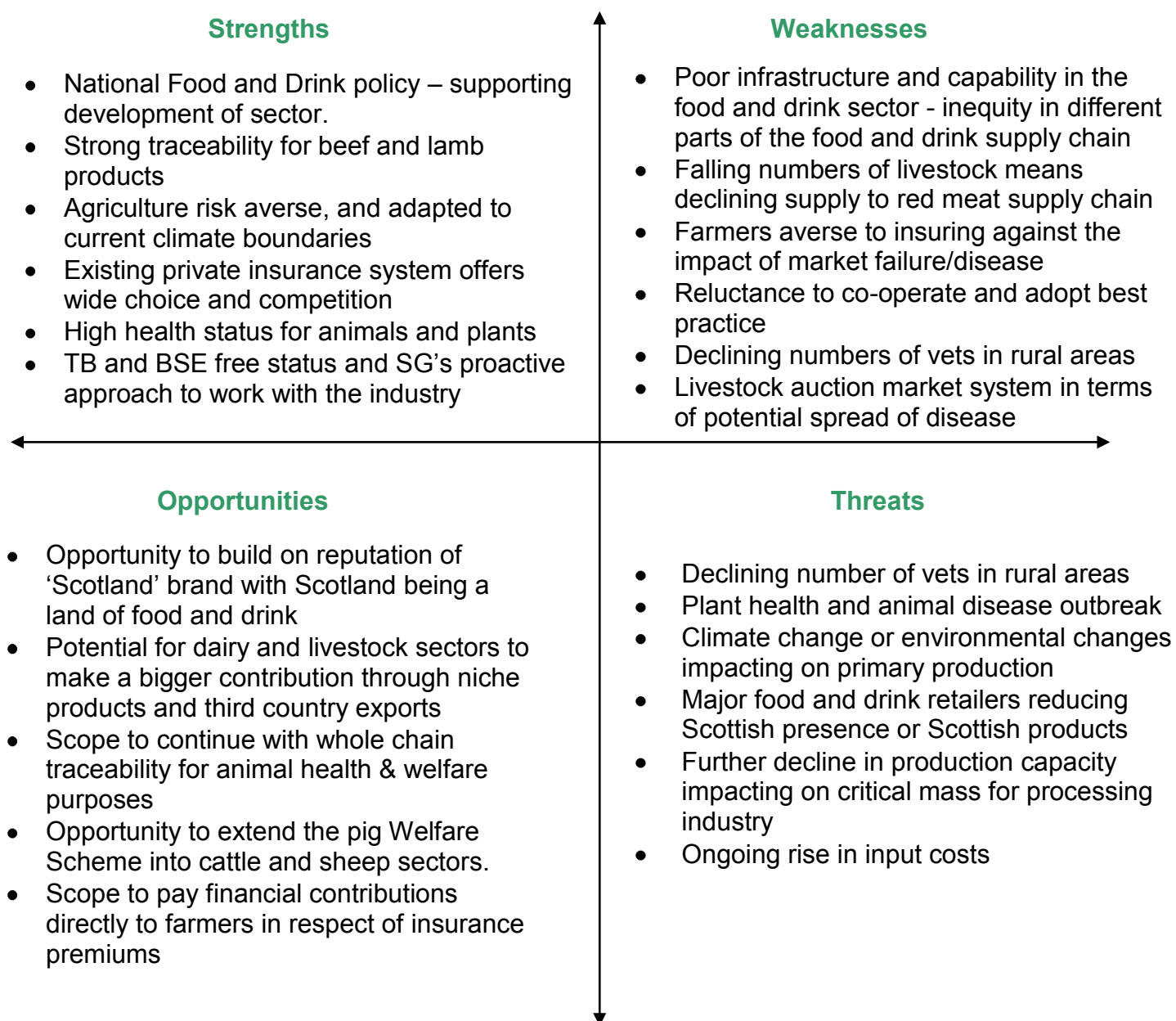
### Statement of needs:

Invest in implementation and knowledge transfer, support new entrants and build on agri-tourism developments. Support should be targeted at business development focused on delivering on economic viability, improved efficiency, climate change mitigation and environmental improvement.

## RDR PRIORITY 3 SWOT and Needs

### “Promoting food chain organisation and risk management in agriculture”

(Links to CSF thematic objective 3)



#### Statement of needs:

Continue to develop the reputation of Scotland as a land of food and drink, and improve co-operation in the food and drink sector to shorten supply chains. Support farm risk management and continue Scotland’s strong reputation for high health and animal welfare standards.

## RDR PRIORITY 4 SWOT and Needs

### “Restoring, preserving and enhancing ecosystems”

(Links to CSF thematic objective 5 and 6)

#### Strengths

- Wide variety of habitats and ecosystems, including mixed agricultural landscapes
- 77% of designated sites are in favourable condition or under prescribed management (under SNH)
- Improvement in the quality of the environment and slowing of the rate of biodiversity loss over the last 10-15 years
- Support for sustainable, integrated land management through SRDP
- Increasing area of native woodland
- National Land Use Strategy promotes ecosystems approach to land use
- Large area of high nature value and semi-natural farmland

#### Weaknesses

- Biodiversity loss continues
- Fragmented habitats in lowland farmland
- Inappropriate grazing of sensitive ecosystems with limited advice to support land managers
- Lack of quality green space in the Central Belt
- SRDP funding not targeted to priorities
- 23% of designated sites are in unfavourable condition with no prescribed management

#### Opportunities

- Scope to adopt an integrated “ecosystems” approach
- Opportunity to target priority catchment areas
- Improve quality of water and soils and contribute to natural flood management
- Potential to co-ordinate action by land managers at landscape-scale
- Opportunity to refresh the Scottish Biodiversity Strategy
- Potential to manage and restore peatland
- Chance to increase connections between habitats
- Scope to increase community involvement in environmental initiatives
- Opportunity to create and expand green networks in and around towns
- Opportunity to expand the area of native woodland
- Potential to promote integrated pest management
- Ensure SRDP compliments greening measures for maximum environmental benefit

#### Threats

- Impacts of climate change
- Pollution and nutrient enrichment affecting water quality
- Invasive non-native species
- Changes in land management
- Insensitive woodland expansion
- Urban and built development and renewables
- Expansion of deer populations and reduction in grazing management
- Land abandonment, particularly in HNV areas
- Separation of environmental policy from other land-use policies
- Lack of institutional capacity; inadequate advisory support

**Statement of needs:** To involve more people and communities in managing the environment at landscape scale. To halt the decline in biodiversity, improve the resilience of ecosystems and the condition of designated sites and address the negative impacts of land abandonment and decreased management in HNV areas. Improve quality of water and soils and contribute to natural flood management. Ensure P1 greening compliments P2.



## RDR PRIORITY 5 SWOT and Needs

### “Promoting resource efficiency and supporting the shift towards a low carbon economy”

(Links to CSF thematic objective 5 and 6)

#### Strengths

- Natural resources - carbon rich soils, suitable climate for new woodland.
- Existing rural buildings that embed energy through re-use.
- Community desire to develop local renewable energy projects.
- Good research capabilities.
- Farming for a Better Scotland programme with resource hub and practical demonstration.

#### Weaknesses

- Lack of strategic approach.
- Lack of awareness, support and advice for renewables, energy and waste efficiency and resource (carbon sinks, nutrient, drainage & buildings) management.
- Lack of access to independent advice.
- Low rate of afforestation.
- Nutrient management not widely undertaken.
- Unwillingness, skill shortage or lack of capacity to involve rural sector.

#### Opportunities

- Potential to amplify Farming for Better Climate programme and reduce greenhouse gases
- Scope to develop waste and renewables action plan – Scotland could lead the way in UK.
- Opportunity to improve support, advice and knowledge transfer for renewables, energy and waste efficiency and resource management.
- Possibility to provide a new Whole Farm Efficiency Review
- Scope to protect existing carbon sinks
- Chance to implement measures that save businesses money, increase efficiency and competitiveness.
- New initiatives to tackle common disease problems that will have GHG reduction benefits.
- Support woodland creation.
- Link into green tourism market

#### Threats

- Limited availability of funding including limited resources for Farming for a Better Scotland programme.
- Lack of vision.
- Resistance to change.
- Balance between voluntary and mandatory measures.
- CAP rules may restrict woodland creation progress towards targets.
- Impacts of climate change in the agricultural sector
- Planning framework can favour new build over restoration/conservation approaches.
- Public perception of wind turbines.

#### Statement of needs:

Reduce greenhouse gas emission and provide advice and support for renewable energy and energy efficiency initiatives; protection of soil carbon sinks and woodland creation; nutrient management; improved resource efficiency, recycling and waste prevention.

## RDR PRIORITY 6 SWOT and Needs

### “Promoting social inclusion poverty reduction and economic development in rural areas”

(Links to CSF thematic objectives 2, 8 & 9)

#### Strengths

- The ‘Scotland’ brand
- Relatively strong economy – sustained population growth and rural areas have higher employment
- Resourceful and resilient businesses and communities.
- Community empowerment
- Strong tourism and food and drink sectors
- Natural resources
- Cultural and historical and natural assets

#### Weaknesses

- Population distribution
- Access to physical and virtual infrastructure
- Narrow economic base and lack of growth opportunities
- Access to finance, particularly for small businesses and third sector
- Inconsistent quality of experience for visitors
- Lack of participation, unwillingness to work together
- Low rural wage

#### Opportunities

- Opportunity to build on ‘Scotland’ the brand
- Chance to strengthen the performance of Scotland’s growth sectors
- Scope to enhance broadband coverage
- Potential to develop business and leisure tourism
- Chance to create and maintain vibrant rural communities
- Opportunity to build on the social economy and the voluntary sector in rural communities
- Potential to greater utilise the natural environment and heritage
- Potential to improve economic growth and employment opportunities

#### Threats

- Depopulation and outmigration, especially of young people
- National measures and approaches risk losing sight of issues in rural areas
- Challenging economic climate and perceived complexity and cost of accessing SRDP may stifle innovation
- Cost increases and burdens outwith SG control e.g. VAT, fuel costs
- Competition from outwith Scotland e.g. for tourism, investment
- Planning framework
- Third sector has to do more than less, often with greater demands
- Varied interests not joined up

#### Statement of needs:

Supporting and developing existing and new rural businesses for economic development and employment, developing virtual and physical infrastructure and supporting community development

# DRAFT OUTLINE

## Priorities, Focus Areas and Needs Summary

159. This section pulls together the focus areas set out under each RDR priority and links in the needs identified through the SWOT exercise and provides clear links between the EC priorities and Scotland’s rural development needs. For reference the relevance “National Outcomes” as set out by the Scottish Government are presented in the third column for reference.

<b>Priority 1: “Fostering knowledge transfer &amp; innovation in agriculture, forestry and rural areas”</b>		
<b>Focus areas under the RDP</b>	<b>Needs identified through the SWOT</b>	<b>Relevant Scottish Government National Outcomes</b>
<p>(a) fostering innovation and the knowledge base in rural areas;</p> <p>(b) strengthening the links between agriculture and forestry and research and innovation;</p> <p>(c) fostering lifelong learning and vocational training in the agricultural and forestry sectors.</p>	<ol style="list-style-type: none"> <li>1. Improve co-ordination and integration of advisory services;</li> <li>2. Increase focus on entrepreneurship, innovation and business management;</li> <li>3. Develop and expanded monitor farms;</li> <li>4. Develop stronger linkages to, and take up of, research, technology and best management practice.</li> </ol>	<p>We are better educated, more skilled and more successful, renowned for our <a href="#">research and innovation</a>.</p> <p>We realise our full economic potential with more and better <a href="#">employment opportunities</a> for our people.</p>

## DRAFT OUTLINE

<b>Priority 2: “Enhancing competitiveness of all types of agriculture and enhancing farm viability, with a focus on the following areas”</b>		
<b>Focus areas under the RDP</b>	<b>Needs identified through the SWOT</b>	<b>Relevant Scottish Government National Outcomes</b>
<p>(a) facilitating restructuring of farms facing major structural problems, notably farms with a low degree of market participation, market-oriented farms in particular sectors and farms in need of agricultural diversification;</p> <p>(b) facilitating generational renewal in the agricultural sector.</p>	<ol style="list-style-type: none"> <li>1. Invest in implementation and knowledge transfer, support new entrants and build on agri-tourism developments.</li> <li>2. Support should be targeted at business development focused on delivering on economic viability, improved efficiency, climate change mitigation and environmental improvement.</li> </ol>	<p>We live in a Scotland that is the most attractive place for doing <a href="#">business in Europe</a>.</p> <p>We realise our full economic potential with more and better <a href="#">employment opportunities</a> for our people.</p> <p>We are better educated, more skilled and more successful, renowned for our <a href="#">research and innovation</a>.</p>

<b>Priority 3: “Promoting food chain organisation and risk management in agriculture, with a focus on the following areas”</b>		
<b>Focus areas under the RDP</b>	<b>Needs identified through the SWOT</b>	<b>Relevant Scottish Government National Outcomes</b>
<p>(a) better integrating primary producers into the food chain through quality schemes, promotion in local markets and short supply circuits, producer groups and inter-branch organisations.</p> <p>(b) supporting farm risk management.</p>	<ol style="list-style-type: none"> <li>1. Continue to develop the reputation of Scotland as a land of food and drink</li> <li>2. Improve co-operation in the food and drink sector to shorten supply chains.</li> <li>3. Support farm risk management and continue Scotland’s strong reputation for high health and animal welfare standards.</li> </ol>	<p>We live in a Scotland that is the most attractive place for doing <a href="#">business in Europe</a>.</p> <p>We realise our full economic potential with more and better <a href="#">employment opportunities</a> for our people.</p>

## DRAFT OUTLINE

<b>Priority 4: “Restoring, preserving and enhancing ecosystems dependent on agriculture and forestry, with a focus on the following areas”</b>		
<b>Focus areas under the RDP</b>	<b>Needs identified through the SWOT</b>	<b>Relevant Scottish Government National Outcomes</b>
<p>(a) restoring and preserving biodiversity, including in Natura 2000 areas and high nature value (HNV) farming, and the state of European landscapes;</p> <p>(b) improving water management;</p> <p>(c) improving soil management.</p>	<ol style="list-style-type: none"> <li>1. To involve more people and communities in managing the environment at landscape scale.</li> <li>2. To halt the decline in biodiversity, improve the resilience of ecosystems and the condition of designated sites, water, soils &amp; priority catchment areas.</li> <li>3. Address the negative impacts of land abandonment and decreased management in HNV areas.</li> <li>4. Ensure P1 greening compliments P2.</li> </ol>	<p>We value and enjoy our built and natural <a href="#">environment</a> and protect it and enhance it for future generations.</p> <p>We reduce the local and global <a href="#">environmental impact</a> of our consumption and production.</p>

## DRAFT OUTLINE

Priority 5: “Promoting resource efficiency and supporting the shift towards a low carbon and climate resilient economy in agriculture, food and forestry sectors, with a focus on the following areas”		
Focus areas under the RDP	Needs identified through the SWOT	Relevant Scottish Government National Outcomes
<p>(a) increasing efficiency in water use by agriculture;</p> <p>(b) increasing efficiency in energy use in agriculture and food processing;</p> <p>(c) facilitating the supply and use of renewable sources of energy, of by products, wastes, residues and other non-food raw material for purposes of the bio-economy;</p> <p>(d) reducing nitrous oxide and methane emissions from agriculture;</p> <p>(e) fostering carbon sequestration in agriculture and forestry;</p>	<ol style="list-style-type: none"> <li>1. Reduce greenhouse gas emission and provide advice and support for renewable energy and energy efficiency initiatives;</li> <li>2. Protection of soil carbon sinks and woodland creation;</li> <li>3. Promote nutrient management;</li> <li>4. Improve resource efficiency, recycling and waste prevention.</li> </ol>	<p>We reduce the local and global <a href="#">environmental impact</a> of our consumption and production.</p>

## DRAFT OUTLINE

Priority 6: “Promoting social inclusion poverty reduction and economic development in rural areas, with a focus on the following areas”		
Focus areas under the RDP	Needs identified through the SWOT	Relevant Scottish Government National Outcomes
<p>(a) facilitating diversification, creation of new small enterprises and job creation;</p> <p>(b) fostering local development in rural areas;</p> <p>(c) enhancing accessibility to, use and quality of information and communication technologies (ICT) in rural areas.</p>	<ol style="list-style-type: none"> <li>1. Supporting and developing existing and new rural businesses for economic development and employment;</li> <li>2. Developing virtual and physical infrastructure and supporting community development</li> </ol>	<p>We realise our full economic potential with more and better <a href="#">employment opportunities</a> for our people.</p> <p>We live in well-designed, <a href="#">sustainable places</a> where we are able to access the amenities and services we need.</p> <p>We have strong, <a href="#">resilient and supportive communities</a> where people take responsibility for their own actions and how they affect others.</p>

# DRAFT OUTLINE

## ANNEX C FUTURE SUPPORT FOR LESS FAVOURED AREAS

### Introduction

160. Support for Less Favoured Areas (LFA) in Scotland is important to both the rural and remote communities throughout Scotland and has been provided since the 1970s. 85% of agricultural land is currently designated as LFA and the Less Favoured Areas Support Scheme (LFASS) supports some 11,500 farming and crofting businesses through an annual budget of £65.5 million. Support is to ensure continued active farming/land management to provide environmental, economic and social benefits.

### What do we have to do?

161. It is proposed by the new Rural Development Regulation that LFA support is replaced with a new scheme called Areas facing Natural Constraints (ANC) as a response to criticism of the LFA system by the European Court of Auditors about how LFA support is applied in some countries. This will mean re-mapping areas to receive support and redesigning the LFASS scheme.

162. The purpose of ANC is to provide income support to farmers operating in constrained areas. This helps ensure continued use of agricultural land in order to maintain the countryside, protect the environment and sustain rural communities.

### What does this mean?

163. We will not know the full impact of the change to ANC until the regulation governing the scheme is published by the European Commission and we analyse the options and impact for Scotland. However, we do know that the change in how support is mapped and calculated will mean land managers are likely to see a change from the LFASS support they currently receive.

### When will this happen?

164. The regulations that govern future LFA support are still being negotiated in Europe. However, it appears that we will be able to delay the introduction of ANC until 2016 to ensure effective design and implementation, and continue to pay LFASS until then. This would see changes to LFASS happen after the changes to the direct payments have been introduced, allowing us to consider the impact of both ANC and the changes to direct payments and allow land managers to prepare for the changes. We will continue to work with stakeholders to design future LFA support and will issue a separate consultation on ANC once the details and options for Scotland are clear.



# DRAFT OUTLINE

## ANNEX D STRATEGIC ENVIRONMENTAL ASSESSMENT (SEA)

165. In Scotland, we are required to assess, consult and monitor the likely impacts of our plans, programmes and strategies on the environment. This process is known as Strategic Environmental Assessment (SEA).

166. SEA is a key component of sustainable development, establishing important methods for protecting the environment and extending opportunities for public participation in decision making.

167. The SEA will ensure that the options developed for delivery of the SRDP are as environmentally acceptable as possible. The overall aims of the SEA are to ensure that:

- likely significant effects on the environment of implementing the RDP are identified, described, evaluated and taken into account before the plan is adopted; and that
- reasonable alternatives, taking into account the objectives and geographical scope of the plan, are evaluated for their likely significant effects and inform the nature and content of the proposed RDP.

168. As part of a wider evaluation of our plans for the SRDP 2014 – 2020 (the ex-ante evaluation), we have commissioned Collingwood Environmental Planning Ltd to undertake the Strategic Environmental Assessment (SEA).

169. The main stages of the SEA are:

- Setting the context and SEA objectives, establishing the baseline and deciding on the scope (completed)
- Developing and refining strategic options (underway)
- preparing the environmental report (underway)
- consultation on the environmental report
- preparation of a 'post-adoption' SEA statement
- monitoring implementation of the SRDP

170. The Environmental Report is currently being prepared and will be part of the SRDP 2014 - 2020 stage 2 consultation in the late summer/early autumn. This will allow all interested parties to comment on the environmental impacts of our proposals.

# DRAFT OUTLINE

## ANNEX E BUSINESS AND REGULATORY IMPACT ASSESSMENT (BRIA)

171. The Scottish Government is committed to consulting with all parties potentially affected by proposals for new regulation or where regulation is being changed significantly. This process is known as a Business and Regulatory Impact Assessment (BRIA).

172. All policy changes, European or domestic, may have an impact upon business, charities or the voluntary sector and a BRIA aims to identify costs, benefits and effects of proposals before regulations are made.

173. The BRIA is required to identify the consequences of the options which have been developed for the SRDP. The overall aims of the BRIA are to allow those with an interest in the policy to understand:

- why the Government is proposing to intervene
- options the Government is considering, and which one is preferred
- how and to what extent the policies may impact on them, on business and on Scotland's competitiveness
- the estimated costs and benefits of proposed articles

174. A BRIA is currently being prepared and will be part of the SRDP 2014 - 2020 stage 2 consultation in the late summer/early autumn. This will allow all interested parties to comment on the impacts of our proposals.

175. Further information can be found on the Scottish Government website at

<http://www.scotland.gov.uk/Topics/Business-Industry/support/better-regulation/partial-assessments>

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## ANNEX F MONITORING & EVALUATION

176. It is vital that an appropriate Monitoring and Evaluation framework is in place for the next programme to ensure that improvements can be made during the programme and that there is clear evidence of the programme's impact. Lessons have been learned from the current programme<sup>8</sup> and the SRDP Monitoring and Evaluation Working Group<sup>9</sup> has identified further areas where the Scottish Government can improve its monitoring and evaluation of the next programme.

177. A requirement of the European Commission is for a high-level Monitoring and Evaluation Plan to be incorporated within the SRDP programme document. This plan will therefore be part of the consultation exercise in late summer/early autumn 2013, however at this stage we would welcome feedback on our overarching principles which will help guide monitoring and evaluation activity:

- **Proportionate:** the scale of the monitoring and evaluation activity on different parts of the programme needs to be proportionate to the size of the different elements within the programme.
- **Targeted:** linked with the need for the monitoring and evaluation activity to be proportionate, it should also be targeted on capturing whether the programme is delivering on the main policy priorities. Consequently, a degree of prioritisation will be needed as financial constraints will limit the extent of data which the Scottish Government can collect on the programme.
- **Diverse:** different techniques will need to be deployed for monitoring and evaluating different aspects of the programme rather than a one-size-fits-all approach. For example, in certain situations it may be sufficient to use samples, case studies, or even logic modelling in order to demonstrate the impact of schemes. In addition, more use will be made of existing data collected by the Scottish Government and other organisations.
- **Timely:** ensure the monitoring and evaluation activity is undertaken at the right time in order to inform programme managers, Ministers and Stakeholders of the impact and effectiveness of the programme.

178. The Monitoring and Evaluation Plan will detail the different approaches to gather the necessary information on the performance of the next programme. Details of this will be outlined in the August consultation exercise. This will include information required by the European Commission (with the various indicators still to

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<sup>8</sup> Mid Term Evaluation of SRDP  
<http://www.scotland.gov.uk/Publications/2011/03/21113609/0>

<sup>9</sup>

<http://www.scotland.gov.uk/Topics/farmingrural/SRDP/SRDP20142012/SRDP201420MonitoringandEvaluation>

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be finalised), alongside any additional information the Scottish Government requires to inform the performance and impact of the programme.

179. While the Scottish Government continues to develop the Monitoring and Evaluation Plan which will include the range of data to inform the programme, **we would welcome any suggestions of additional data held by different organisations which could also be used within the Plan.** We have already taken on board suggestions from the Monitoring & Evaluation Working Group.

180. With the current financial pressures on budgets, the Scottish Government is particularly keen to ensure that the maximum use can be made of existing data held both by the Scottish Government and by other organisations which can be used to help inform the performance of the SRDP.

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## ANNEX G ASSOCIATED STRATEGIES

181. In addition to the NPF the Scottish Government also have a range of strategies that set out in detail how the outcomes will be achieved. The SRDP covers a wide range of policy areas, however the key strategy documents underpinning the strategic direction of the SRDP are:

### **Government Economic Strategy (GES)**

Faster sustainable economic growth is the key to unlocking Scotland's potential. It is the avenue through which we can deliver a better, healthier and fairer society and we remain committed to these aims. The Government Economic Strategy sets out how we will continue to deliver on the Government's Purpose.

### **Land Use Strategy (LUS)**

The Land Use Strategy (LUS), published in 2011, lays out how the Scottish Government and our public sector partners will take an integrated approach to land based investments to ensure that:

- Land based businesses work with nature to contribute more to Scotland's prosperity
- Scotland's natural resources are managed responsibly to deliver more benefits to Scotland's people and environment
- Urban and rural communities are better connected to the land, with more people enjoying the land and positively influencing land use

### **Scottish Forestry Strategy (SFS)**

The Scottish Forestry Strategy is the Scottish Government's framework for taking forestry forward through the first half of this century and beyond. It sets out a vision of a forestry sector that is:

- Diverse and strong
- In tune with the environment
- Employing many people in a wide range of enterprises
- Providing services and benefits that people need, now and for the future

### **Biodiversity Strategy**

We have just completed a consultation on Scotland's Biodiversity Strategy (see <http://www.scotland.gov.uk/Publications/2012/07/5241>). We will be launching a refreshed strategy during the period of this consultation on the SRDP, and will use this strategy to clarify the biodiversity priorities that the SRDP will need to address. The over-riding objective of the Biodiversity strategy is to halt the decline in biodiversity. This supports our international commitment to the EU 2020 vision, and the Convention of the Parties on Biological Diversity (CBD) (<https://www.cbd.int/sp/>).

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## **Historic environment strategy**

As with Scotland's wider environment, for people to gain full benefit from their historic environment it needs to be understood, protected, valued and championed. This lies at the heart of a new vision and strategy for the historic environment that has been developed in collaboration with the key representatives of the sector, as part of a recent review of Ministers' policy in this area. Read-across to SRDP exists in several areas such as environmental conservation at site and landscape scale, the potential of historic sites and buildings as core assets for rural development in terms of diversification and tourism, and the question of advisory services.

## **Agri-renewables strategy**

The Scottish Government's Agri-renewables Strategy, due to be published in 2013, aims to support the uptake of renewable energy generation by agricultural businesses in Scotland while promoting energy efficiency and encouraging community involvement.

## **Digital strategy**

Scotland's Digital Future: Infrastructure Action Plan, published on 31 January 2012, sets out the commitment to and the steps the Scottish Government is taking to deliver a step change in broadband speeds, paving the way for delivery of world-class, future proofed infrastructure across all of Scotland by 2020. Over £240 million of public sector funding (including ERDF) has been committed to achieving this vision.

## **Recipe for Success – Scotland's National Food & Drink Policy**

The Scottish Government is continuing to deliver its national food and drink policy which promotes sustainable economic growth by ensuring that the Scottish Government's focus in relation to food and drink, and in particular its work with the food and drink industry, addresses quality, health and wellbeing, and environmental sustainability, recognising the need for access and affordability at the same time.

The policy reflects a wide range of action to:

- Support the growth of the food and drink industry
- Build on Scotland's reputation as a land of food and drink
- Ensure we make healthy and sustainable choices
- Make the public sector an exemplar for sustainable food procurement
- Ensure our food supplies are secure and resilient to change
- Make food both available and affordable to all
- Ensure that people understand more about the food they eat

## **Climate Change Mitigation and Adaptation**

The Climate Change (Scotland) Act 2009 is a key commitment of the Scottish Government. Reducing greenhouse gas emissions and transitioning to a low carbon

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economy will help create a more successful Scotland through increasing sustainable economic growth. The Act creates the statutory framework for greenhouse gas emissions reductions by setting an interim 42% reduction target for 2020 and an 80% reduction target for 2050. Scotland's Climate Change Adaptation Programme, which is currently being developed, will help to ensure an effective response to the unavoidable impacts of climate change in order to safeguard our environment and communities.

<http://www.scotland.gov.uk/Topics/Environment/climatechange/scotlands-action>

### **Farming For a Better Climate**

Scottish Government is working with the agricultural industry through our Agriculture and Climate Change Stakeholder Group to promote uptake of emissions reduction and adaptation measures. Our Farming For a Better Climate (FFBC) initiative, delivered by SAC Consulting, is an advisory programme for land managers to help them mitigate climate change and adapt to the impacts of a changing climate. It includes web-based advice, technical guidance, seminars and knowledge exchange through the farming press. The FFBC programme comprises Climate Change Focus Farm demonstration events as well as a range of FFBC events around Scotland that promote the benefits of climate friendly farming.

[http://www.sruc.ac.uk/info/120175/farming\\_for\\_a\\_better\\_climate](http://www.sruc.ac.uk/info/120175/farming_for_a_better_climate)

### **Tourism Strategy**

The Scottish Tourism Alliance (STA) is an independent trade body comprising trade associations, businesses, marketing and local area tourism groups who earn their living from tourism or have an active interest in tourism. The STA is leading delivery on an industry-led tourism strategy – “Tourism Scotland 2020” launched in June 2012. A representative from the Scottish Government sits on the strategy steering group.

<http://scottishtourismalliance.co.uk/national-strategy-2/>

# DRAFT OUTLINE

## ANNEX H GLOSSARY

ANC	Areas of Natural Constraint
BRIA	Business and Regulatory Impact assessment
CAP	Common Agricultural Policy
CBD	Convention of the Parties on Biological Diversity
CCAGS	Crofting Counties Agricultural Grant Scheme
CHGS	Croft House Grant Scheme
CPP	Community Planning Partnerships
CSF	Common Strategic Framework
DP	Direct payments
EAFRD	European Agricultural Fund for Rural Development
EIP	European Innovation Partnership
EMFF	European Marine and Fisheries Fund
EQIA	Equalities Impact Assessment
ERDF	European Regional Development Fund
ESF	European Social Fund
EC	European Commission
EU	European Union
FBAASS	Farm Business Advisor Accreditation Scheme for Scotland
FFBC	Farming For a Better Climate
FCF	Forestry Challenge Funds
FCS	Forestry Commission Scotland
FPMCS	Food Processing, Marketing and Co-operation Scheme
FWAG	Farming and Wildlife Advisory Group
GES	Government Economic Strategy
ICT	Information Communication Technology
JESSICA	Joint European Support for Sustainable Investment in City Areas
LA	Local Authority
LAG	Local Action Groups
LDS	Local Development Strategies
LFASS	Less Favoured Areas Support Scheme
LMO	Land Managers Options
LUS	Land Use Strategy
NPF	National Performance Framework
PA	Partnership Agreement
PAO	Principal Agricultural Officer
RP	Rural Priorities
SAOS	Scottish Agricultural Organisation Society
SDS	Skills Development Scheme
SE	Scottish Enterprise
SEA	Strategic Environmental Assessment
SEARS	Scotland's Environmental and Rural Services
SNRN	Scottish National Rural Network
SRDP	Scotland Rural Development Programme
STA	Scottish Tourism Alliance
SWOT	Strengths, Weaknesses, Opportunities and Threats
RPAC	Regional Proposal Assessment Committee
RPID	Rural Payments and Inspections Directorate



## **DRAFT OUTLINE**

SRUC	Scotland's Rural College
SEPA	Scottish Environment Protection Agency
SFS	Scottish Forestry Strategy
SNH	Scottish Natural Heritage
WFD	Water Framework Directive
WIAT	Woods in and Around Towns

# Scotland Rural Development Programme 2014-2020



## RESPONDENT INFORMATION FORM

**Please Note** this form **must** be returned with your response to ensure that we handle your response appropriately

Item 7.3

### 1. Name/Organisation

Organisation Name

Title Mr  Ms  Mrs  Miss  Dr  Please tick as appropriate

Surname

Forename

### 2. Postal Address

<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>		
<input type="text"/>	<input type="text"/>	<input type="text"/>

### 3. Please indicate which category best describes you or your organisation (Tick one only)

<b>INDIVIDUAL WITH PRIMARY INTEREST IN:</b>	
Farming	<input type="checkbox"/>
Forestry	<input type="checkbox"/>
Fishing	<input type="checkbox"/>
Deer or game management	<input type="checkbox"/>
General land management (or interest in a combination of land uses)	<input type="checkbox"/>
Other rural community issues	<input type="checkbox"/>
Other - Please State:	<input type="checkbox"/>
<b>ORGANISATION WITH PRIMARY INTEREST IN:</b>	
Public Bodies (National)	<input type="checkbox"/>
Local Authorities and other local public bodies	<input type="checkbox"/>
Environmental and Nature conservation organisations, charities and representative bodies	<input type="checkbox"/>
Deer or game management organisations, charities and representative bodies	<input type="checkbox"/>

<b>Farming organisations, charities and representative bodies</b>	<input type="checkbox"/>
<b>Forestry organisations, charities and representative bodies</b>	<input type="checkbox"/>
<b>Fishing organisations, charities and representative bodies</b>	<input type="checkbox"/>
<b>General land management organisation, charities or representative bodies</b>	<input type="checkbox"/>
<b>Local community organisation, charities or representative bodies</b>	<input type="checkbox"/>
<b>Other - Please State:</b>	<input type="checkbox"/>

#### 4. Permissions - I am responding as...

**Individual / Group/Organisation**

Please tick as appropriate

**(a)** Do you agree to your response being made available to the public (in Scottish Government library and/or on the Scottish Government web site)?

**Please tick as appropriate**

Yes  No

**(b)** Where confidentiality is not requested, we will make your responses available to the public on the following basis

**Please tick ONE of the following boxes**

Yes, make my response, name and address all available

**or**

Yes, make my response available, but not my name and address

**or**

Yes, make my response and name available, but not my address

**(c)** The name and address of your organisation **will be** made available to the public (in the Scottish Government library and/or on the Scottish Government web site).

Are you content for your **response** to be made available?

**Please tick as appropriate**

Yes  No

**(d)** We will share your response internally with other Scottish Government policy teams who may be addressing the issues you discuss. They may wish to contact you again in the future, but we require your permission to do so. Are you content for Scottish Government to contact you again in relation to this consultation exercise?

**Please tick as appropriate**

**Yes**

## **SCOTLAND RURAL DEVELOPMENT PROGRAMME (SRDP) 2014-2020: CONSULTATION QUESTIONS:**

We are inviting written responses to this consultation paper and respondents can reply to all of the questions, or a selection, depending on where their interests lie. Everything you tell us will help us design a better SRDP. The consultation takes place over an eight week period and closes on **Sunday 30 June 2013**.

Please send your response with the completed Respondent Information Form to either:

SRDP2014-2020Consultation@scotland.gsi.gov.uk

or

SRDP 2014-2020 Consultation  
D Spur  
Saughton House  
Edinburgh  
EH11 3XD

### **SECTION 2 : SETTING THE CONTEXT**

**Question 1: Given the EU's Common Strategic Framework approach do you agree or disagree that EU funds in Scotland should be marshalled into three funds (paragraph 27)?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 2: Do you agree or disagree with the proposed establishment of a single Programme Monitoring Committee to ensure all EU funds are targeted effectively (paragraph 29)?**

Agree  Disagree

**Please explain your views.**

Comments

### **SECTION 3: OUR INVESTMENT PRIORITIES FOR RURAL DEVELOPMENT**

**Question 3: Given the need to prioritise our spending in the future programme (paragraph 11) which articles do you see as a priority for use within the next programme?**

Agree  Disagree

**Please explain your views.**

Comments

### **SECTION 5: STRATEGIC TARGETING OF INVESTMENTS**

**Question 4: Do you agree or disagree that we should geographically target our investment to areas where support will make the greatest contribution to our priorities?**

Agree  Disagree

**Please explain your views.**

Comments

### **SECTION 7: DELIVERING THE SRDP: PROGRAMME STRUCTURE**

**Question 5: Do you agree or disagree that support for small local businesses should be provided through LEADER?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 6: Do you agree or disagree to the proposal to disband RPACs and replace with a more streamlined assessment process as explained in Section 8?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 7: Do you agree or disagree that LMOs should be removed from the future programme, given the spending restrictions we are likely to face and the need to ensure maximum value from our spending?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 8: Do you agree or disagree that the Forestry Challenge Funds be discontinued, with WIAT being funded through Rural Priorities and F4P funding being provided via LEADER?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 9: Do you agree or disagree that Food and Drink grants be decided via the wider decision-making process for business development applications or should they remain separate and managed within the Scottish Government as is the current practice?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 10: Do you agree or disagree with crofting stakeholders that a Crofting Support Scheme is established in the new programme that will fund all grants relevant to crofting?**

Agree  Disagree

**Please explain your views**

Comments

**Question 11: If a Crofting Support Scheme is developed, do you agree or disagree that crofters (and potentially small landholders) be restricted from applying for other SRDP schemes which offer similar support?**

Agree  Disagree

**Please explain your views.**

Comments



**Question 12: Do you agree or disagree on whether support for crofting should extend to small land holders of like economic status who are situated within crofting counties?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 13: Do you agree or disagree with the proposed replacement of the Skills Development Scheme with an Innovation Challenge Fund?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 14: Do you agree or disagree with the measures proposed by the New Entrant Panel (paragraph 92) to encourage new entrants to farming?**

Agree  Disagree

**Please explain your views.**

Comments

**SECTION 8: APPLICATION AND ASSESSMENT PROCESS FOR AGRICULTURE, ENVIRONMENT, LANDSCAPE AND FORESTRY**

**Question 15: Do you agree or disagree with the proposed case officer approach to the assessment of applications?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 16: Do you agree or disagree with the proposed single entry route for applications with a two level assessment process?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 17: Do you agree or disagree with the proposed negotiation of variable intervention rates rather than setting fixed intervention rates?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 18: Do you agree or disagree with the proposed setting of regional budgets across the Rural Development Regulation (RDR) articles?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 19: What support and assistance do you think applicants will need for this application process to work effectively?**

**Please explain your views.**

Comments

## **SECTION 9: INTEGRATED INVESTMENTS**

**Question 20: Do you agree or disagree with the value of developing a descriptive map of holdings to help farmers and stakeholders understand the potential ecosystem value of specific holdings?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 21: Do you agree or disagree with the proposal to allow applicants to submit single applications which set out all investments/projects that the applicant would like to take forward on their land?**

Agree  Disagree

**Please explain your views.**

Comments

## **SECTION 10**

**Question 22: Do you agree or disagree that it would be helpful to allow third party applications for specific landscape scale projects?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 23: Do you agree or disagree with public agencies working together to identify priority areas that could benefit from a co-ordinated third party application?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 24: Do you agree or disagree with the establishment of a separate fund to support collective action at the landscape scale?**

Agree  Disagree

**Please explain your views.**

Comments

## **SECTION 11: ADVISORY SERVICE**

**Question 25: Do you agree or disagree with broadening the Whole Farm Review Scheme to include biodiversity, environment, forestry, water pollution control and waste management?**

Agree  Disagree

**Please explain your views.**

Comments

**Question 26: Do you agree or disagree that we allocate SRDP budget to advice provision when we move to the next programme?**

Agree  Disagree

**Please explain your views.**

Comments

## SECTION 12: FINANCIAL INSTRUMENTS

**Question 27: What are your views on the merits of providing loans for specific purposes and/or specific sectors?**

**Please explain your views.**

Comments

## SECTION 13: VOLUNTARY MODULATION

**Question 28: Do you agree or disagree with the proposal to maintain the current level of transfer from Direct Payments to SRDP in the new programme period?**

Agree  Disagree

**Please explain your views.**

Comments

## SECTION 14: EQUALITIES IMPACT ASSESSMENT (EQIA)

**Question 29: Please tell us about any potential impacts, either positive or negative; you feel the proposals in this consultation document may have on any of the equalities characteristics listed in paragraph 136.**

Comments

**Community Development Fund 2013/14 – DRAFT Grant Application Guidelines****Item 8.1**

This is a grant aid scheme designed to support Community Councils and Community Development Companies to further the aims and objectives of their organisation in the geographical area of Shetland for which they are constituted and which are in line with the Single Outcome Agreement and Council's Corporate Plan.

This grant scheme supports Community Councils and Community Development Companies to deliver services, activities and initiatives in relation to the priority areas of children and young people; families at risk; older people; transport; safer & stronger communities; reducing offending; health inequalities & physical activity; employment and economic recovery & growth.

We hope this scheme makes a real difference to the quality of life for people living in Shetland and would encourage organisations to be both imaginative and innovative in designing bids which will impact positively on as many members of their respective communities as possible.

**What our grants are for –**

This grant scheme aims to support projects and activities that: -

- Encourage participation in community life, in particular those focusing on children, young people, older people and those most disadvantaged
- Assist in the process of sustaining and regenerating fragile rural areas
- Ensure organisations are open to those who want to take part and that they actively encourage more people into their organisation
- Promote individual and community achievement

We expect all funded applications to demonstrate that: -

- It meets a community need
- It represents value for money
- It is well planned
- There are long term benefits
- It makes a difference to the community
- The project expenditure can be accounted for

**Who can apply?**

You can apply for a Community Development Fund Grant if: -

- You are a Community Council; **OR**
- You are a Community Development Company constituted with an open constitution; and
- You are based in Shetland
- You have a constitution or set of rules which clearly defines your organisation's aims, objectives and procedures

- You have a bank or building society account in the name of your organisation which requires at least 2 signatures on each cheque or withdrawal
- You can enclose your most recent annual accounts which have been certified as true by a person independent of your organisation

### **Constitutions**

A constitution should include

- An organisation's name, aims and objectives
- Details of how it achieves those objectives
- Details of how its committee is elected or appointed
- Details of how people can join the organisation
- Details of what will happen to the assets of the organisation if it closes
- The date when the constitution was adopted and signed on behalf of the organisation

### **How do we apply / making an application**

It is a requirement of this scheme that all applications for grant assistance are submitted prior to your project commencing.

#### Bidding Round 1

Completed applications must be received by no later than 30 September 2013

#### Bidding Round 2

Completed applications must be received by no later than 31 January 2014 – subject to the availability of finance

All applications received will be acknowledged within 5 working days identifying any further information required to complete the application. All applications requiring further information must be completed within a maximum period of two months from the date of receipt of the original application.

Applications are available on the Council's website at [http://www.shetland.gov.uk/grants/about\\_grant\\_aid.asp](http://www.shetland.gov.uk/grants/about_grant_aid.asp) and can be submitted electronically.

Alternatively an application pack can be requested or collected from your local Community Work Office or the Grants Unit – see contact details on page 6.

You should also contact staff at the earliest opportunity to discuss your organisation's project eligibility and to get assistance with completing the application form.



## What can we apply for?

We will consider providing 'seed corn' funding to, or 'pump priming' projects in the area covered by your organisation, which are related to the following priority areas: - children and young people; families at risk; older people; transport; safer & stronger communities; reducing offending; health inequalities & physical activity; employment and economic recovery & growth

Examples we will consider funding: -

- Community Councils applying for a fund to be distributed to groups/projects that meet local needs and priorities
- Develop local services
- Regeneration projects

Examples we will not fund: -

- Loan or endowment payments
- Projects with no long-term sustainability
- Second hand vehicles and second hand equipment (unless valued or certified by an independent / qualified assessor)
- Projects / activities that have already taken place
- Business or commercial ventures
- Fundraising expenses
- Meals and subsistence costs
- General entertainment costs
- Schools projects or costs for competing in Schools competitions

## How much can we apply for?

Community Councils and eligible Community Development Companies can apply for between £500 and £3,000.

### **Community Councils**

Community Councils can apply for up to £2,000 for a fund to be distributed to meet local area needs and priorities and that fit within the overall scheme objectives.

In addition to the above, Community Councils can apply for a further £1,000 to assist with the cost of delivering a specific project(s).

### **Community Development Companies**

Eligible Community Development Companies can apply for funding between £500 to £3,000 to assist with the costs of delivering local projects and/or services. Community Development Companies are required to demonstrate it has the support of its local community council(s) as part of its funding application.

There is no restriction on the number of applications you can make within the year, but you will be restricted to a maximum of £3,000 per applicant per Council financial year. Applicants are also limited to one grant per project, and each project will only be eligible for a single grant.

Please note that we will not award more than the amount you request in your application. If you are unsure about how much funding you can apply for, please contact the Grants Unit in advance of submitting your grant application for guidance and assistance.

### **Application Process**

Once you have completed your grant application in full, attached all the necessary documents and worked through the checklist, please send the completed application form and enclosures to the Grants Unit for processing and consideration.

- On receipt of your application we will check if it is complete and ensure all the necessary information has been enclosed.
- We will acknowledge receipt of your application within 5 working days or return your application if not complete, and will let you know what else you need to do.
- Your completed application will be assessed and you will be informed of the decision in writing in no more than 6 weeks of receiving the completed application.
- Successful applications will be issued with a grant offer letter and acceptance docquet.
- Once your organisation has accepted the terms and conditions of the grant and returned the acceptance letter the grant will be paid in full directly into your organisations' bank account.
- You must comply with grant conditions and use the grant only for the purpose set out in your application form.
- You must complete a Project Evaluation form and a certification of expenditure form together with details of all relevant expenditure within 12 months of the date of the grant offer letter.

### **If your grant application is unsuccessful**

We will tell you the main reasons why in a letter within 6 weeks of receiving the completed application. You may also find it useful to contact the Grants Unit as appropriate for advice and further assistance.

Following receipt of the explanation your organisation may wish you to revise your Community Development Fund grant application form and resubmit it or appeal the original decision.

If you want to appeal the decision to refuse your application, then a letter of appeal should be submitted to the Grants Unit within three months of the date that you were notified of this decision.

## **Data Protection Act 1998 / Freedom of Information (Scotland) Act 2002**

The Shetland Islands Council is registered as a Data controller in terms of the Data Protection Act 1998. The information provided by you will be stored by the council on a central electronic database and will be used in a number of ways by different departments of the Council when processing any funding applications made by your organisation. The information will not be transferred outwith the council without your explicit consent. Please contact us if you have any queries about how your information will be used.

The Freedom of Information (Scotland) Act 2002 gives members of the public the right to request any information that we hold. The council regularly releases information about grant awards and information regarding your application may be made available to the public. Any personal information provided will be processed in accordance with the Data Protection Act 1998.

### **Protection of Vulnerable Groups requirements**

From 1<sup>st</sup> April 2011, if your organisation is applying for grant assistance from this scheme, your organisation will need to decide whether you have anyone (staff or volunteers) involved in 'Regulated Work' with children (and/or protected adults)\*. If your organisation has individuals involved in 'Regulated Work' then those individuals will need to apply to become a member of the PVG Scheme, and your group must also have policies and procedures in place that adequately cover child protection and welfare issues.

You will need to decide whether or not your group has individuals involved in 'Regulated Work' with children and young people under the age of 18, and/or 'Regulated Work' with protected adults (from the age of 16, generally, in receipt of specified services)\*.

If either of these conditions applies to your group, then you will need to ensure that you have in place all of the following: a Child Protection Policy and Child Protection Procedures; Code of Conduct for staff and volunteers; an Equal Opportunities Policy. Templates for these documents are available from the Council's Community Planning and Development service or at [www.shetland.gov.uk/childsafeshetland/Grantaidtemplate](http://www.shetland.gov.uk/childsafeshetland/Grantaidtemplate) and must be approved and signed by committee members of your group. Your organisation must undertake a PVG Scheme Membership check when appointing staff, volunteers or helpers who are doing 'Regulated Work' to make sure they are not barred from working with children/protected adults and as part of checking their suitability for the particular post.

\*There are various stages to go through to decide whether someone is doing 'Regulated Work'. The Child Safe Shetland website [www.shetland.gov.uk/childsafeshetland](http://www.shetland.gov.uk/childsafeshetland) includes links to sources of help in particular a self-assessment tool produced by Disclosure Scotland which will help you work through the various stages.

[http://www.disclosurescotland.co.uk/pvg\\_training/self-assessment/](http://www.disclosurescotland.co.uk/pvg_training/self-assessment/)

In case of doubt, you may wish to seek further advice from either the Central Registered Body for Scotland (CRBS), on 01786 849777, or Disclosure Scotland on 0870 609 6006.

Contact details for local support on this subject and more information are available on the Child Safe Shetland website.

Help is also available from you local Community Work Office or from Voluntary Action Shetland, who undertake free checks for volunteers.

### **Other considerations**

- The total value of the Community Development Fund is £68,000
- No applications can be considered for expenditure already incurred, except with the prior agreement of the Executive Manager – Community Planning & Development.
- All grant offers are subject to the Shetland Islands Council's approved grant conditions and availability of finance.
- All grants must be paid out during the financial year 2013/14
- The fund is cash limited. Once the fund is fully subscribed there shall be no further funding made available in the current year.
- Applications shall be assessed strictly on merit.
- Advice and assistance is available on other sources of funding from the Grants Unit or your local Community Work Office.
- In the event that your actual project expenditure is underspent your organisation may be required to repay part of the grant assistance back to Shetland Islands Council. If this happens you will be contacted in writing and asked to repay the identified underspend.
- Any grant assistance not spent within one year will be repaid to Shetland Islands Council unless the Executive Manager – Community Planning & Development has agreed otherwise.
- Groups with savings, reserves, cash or investments greater than £10,000 may not be considered for grant assistance if they are unable to confirm that these funds are restricted or designated funds for a specific purpose.
- All Council grant awards must be acknowledged on all publicity and marketing material.
- Your organisations contact details must be included in the Council's online Community Directory and you will be responsible for making any changes to your organisation's details as necessary. If you have not joined the community Directory please contact the Grants Unit for information, or look up the website at <http://www.communitydirectory.shetland.gov.uk/>

## **Service pledges**

In order to improve service delivery of the department's various grant aid schemes we have the following service pledges:

- The Grants Unit will provide accurate information about their grant aid schemes and application procedures.
- All grant application forms requested will be sent out within 2 working days.
- All grant application forms received will be acknowledged within 5 working days.
- All organisations receive a decision on completed grant application forms within 6 weeks
- All organisations that have had a grant application rejected will receive a written explanation of why it was unsuccessful.
- All organisations that have had a rejected grant application advised in writing have the right to appeal against the decision.

Please note this timescale only applies to grant Schemes that are delegated to officers within the Council's Community Planning and Development Service

## **Contact details**

Staff at the following offices is available to give advice and guidance on your project and with the completion of grant applications. You should contact staff at the earliest opportunity and prior to completing a grant application.

*Insert details*

## Summary of Grant Schemes

## Item 8.2

### Shetland Islands Council - Community Planning & Development (CP&D)

Grant Scheme	Maximum amount	Purpose of scheme	Eligible groups
Development Scheme (CP&D) & (Shetland Charitable Trust SCT)	Adult groups – 50% up to £500 Under 18 groups – 75% up to £1,000	One off projects e.g. equipment, trips, courses, buildings etc	All community groups
Support Scheme (CP&D) & (SCT)	Under 18 groups – 50% up to £5,000 Youth Centres – 75% up to £15,000	Annual running costs	Under 18 community groups
Ground Maintenance Scheme (CP&D)	75% up to £6,000	Annual maintenance costs	Community groups with sports facilities
Maintenance of Community Facilities (CP&D)	75% up to £5,000	Planned maintenance projects	Community groups with community facilities
Capital Grant Scheme (CP&D) – this scheme is currently under review	75% up to £100,000	Capital works	Community groups with community facilities
Feasibility & Design Scheme (CP&D)	Feasibility – 90% up to £5,000 Design – 90% up to £15,000	Feasibility studies & Detailed Design Scheme	Community groups with community facilities
Shetland Arts Fund (SCT)	Individuals – 50% up to £1,000 Groups – 50% up to £1,500 Events – 50% up to £3,000	One off arts projects	Community groups & individuals
Grants to Senior Citizens (SCT)	75% - no maximum but stand still budget. Largest grant £2,100	Annual running costs	Senior Citizens clubs only
Childminders Scheme (SIC Children's Resources)	Childminding service - £250 Projects - 75% up to £2,000	Annual support (£250) One off projects	Registered childminders only
Childcare Fund (SIC Children's Resources)	75% up to £2,000	One off projects	Partner Providers, voluntary & private registered childcare providers only

<b>Community Councils</b>	<b>Community Development Companies</b>
Bressay	
Burra and Trondra	
Delting	
Dunrossness	Fair Isle Community Association ; Bigton Community Enterprise
Fetlar	Fetlar Developments Ltd
Gulberwick, Quarff and Cunningsburgh	
Lerwick	Living Lerwick
Nesting and Lunnasting	
Northmaven	Northmavine Community Development Company
Sandness and Walls	Sandness Community Development Group; Walls Development Group; Foula Heritage
Sandsting and Aithsting	Eid Community Development Association; Aith Developments
Sandwick	Sandwick Social Economic & Development Company
Scalloway	
Skerries	Skerries Development Group
Tingwall, Whiteness and Weisdale	
Unst	Unst Partnership
Whalsay	
Yell	Mid Yell Development Company; Burravoe and District Development Company; North Yell Development Council



# Shetland Islands Council

**Director: Phil Crossland**

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

**Infrastructure Services Department**  
Grantfield  
Lerwick  
Shetland  
ZE1 0NT

Telephone: 01595 744800  
Fax: 01595 744804  
infrastructure@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for  
**Phil Crossland**  
Direct Dial: 01595 744851  
Email:  
director.infrastructure@shetland.gov.uk

Our Ref: PC/CA/CC  
Your Ref: 2013-056/KS

Date: 10 May 2013

Dear Mrs Semple

## **Sletts – Roads Department Debris**

Thank you for bringing this issue to my attention. The matter has been investigated and the material was unfortunately left by Roads Service and will be cleared up without delay.

There was however no intention to dump the material and leave it at the Sletts, but rather that the intention by the operatives was, in an attempt to save costs, to temporarily stockpile the material and remove it all in one go rather than in small quantities at a time.

Unfortunately the operative in charge went on annual leave before completing the works, leaving the completion to another squad, which resulted in the material being overlooked. This has now been rectified.

I have issued an instruction to ensure that this does not happen again and I apologise for any inconvenience that it may have caused.

Yours sincerely

Director of Infrastructure Services



**From:** austin.taylor@shetland.gov.uk  
**Sent:** 09 May 2013 11:52  
**To:** clerk@lerwickcc.org.uk  
**Subject:** RE: Windows - Conservation Grant

Item 10.2

Hi Katrina

I'm not aware of any other similar scheme run by the Council.

Best wishes  
Austin

---

**From:** Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 09 May 2013 10:18  
**To:** Taylor Austin@Infrastructure Svs  
**Subject:** RE: Windows - Conservation Grant

Many thanks for your response Austin.

Would you know of any similar scheme within Shetland Islands Council?

Regards

Katrina  
Clerk  
Lerwick Community council

Tel: 07818 266876

---

**From:** [austin.taylor@shetland.gov.uk](mailto:austin.taylor@shetland.gov.uk) [<mailto:austin.taylor@shetland.gov.uk>]  
**Sent:** 08 May 2013 16:33  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** RE: Windows - Conservation Grant

Dear Katrina

The Council no longer has a conservation grant scheme.

Best wishes  
Austin

---

**From:** Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 08 May 2013 12:03  
**To:** Taylor Austin@Infrastructure Svs  
**Subject:** Windows - Conservation Grant

Dear Austin

### **Windows – Conservation Grant**

Please find attached, a letter regarding the above.

Regards

Katrina  
Clerk  
Lerwick Community council

Tel: 07818 266876

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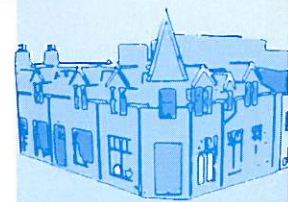
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# Voluntary Action Shetland

Executive Officer: Catherine Hughson

If calling please ask for:  
Kate Massie  
Direct Dial: 01595 743906  
[kate.massie@shetland.org](mailto:kate.massie@shetland.org)

17<sup>th</sup> May 2013

To: All Elected, Co-opted and Ex-officio Members  
of Lerwick Community Council

Dear Community Council Member

## Lerwick Community Council Meeting on Monday 6<sup>th</sup> May 2013

Regarding the above meeting and the consequent report in the Shetland Times (10/05/13) I was disappointed to hear that Lerwick Community Council were not satisfied with the meeting room facilities provided at Market House. I believe the facilities were referred to as "a back room at Market House".

User groups and other external agencies have always complemented us on our meeting room facilities, and the fact that we provide such a competitive room hire rate for such a good standard of service and facilities is always well received.

The Conference Room at Market House, or the "back room" as some people now call it, can seat 20 people comfortably round the table. We also provide flipcharts, video conferencing, laptop & whiteboard and tea & coffee making facilities in the Conference Room as well as wheelchair access. I note that over the last six months the average attendance at Lerwick CC meetings has been 16 attendees, so I am not sure why you felt this room was so small that it merited such a derogatory review.

I would also like to point out that I rescheduled a couple of other user group meetings to accommodate the Lerwick Community Council in this meeting room.

As I said previously I was disappointed to read in the press that Lerwick CC Members thought so little of Market House facilities, but I must point out that if Lerwick CC wish to use our facilities in the future any room hire bookings from your organisation will always be welcome.

Yours sincerely

Kate Massie  
Administration Assistant  
Voluntary Action Shetland (VAS)

cc Catherine Hughson, Executive Officer, VAS

A charitable company limited by guarantee registered in Scotland No. 165677  
Registered Office: Market House, 14 Market Street, Lerwick, Shetland, ZE1 0JP  
Company Secretary: Catherine Hughson  
Recognised by the Inland Revenue as a Scottish Charity - No. SCO 17286

# Market House

Proprietor: Voluntary Action Shetland

14 Market Street  
Lerwick  
Shetland  
ZE1 0JP

Telephone:  
01595 743900

Fax:  
01595 696787

Email:  
[reception@shetland.org](mailto:reception@shetland.org)





Executive Manager: Iain McDiarmid  
Director: Neil Grant

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

Planning  
Development Services Department  
Grantfield  
Lerwick  
Shetland  
ZE1 0NT

Item 10.4

Telephone: 01595 744800  
Fax: 01595 744804  
planning@shetland.gov.uk  
www.shetland.gov.uk

If calling please ask for:  
Austin Taylor  
Team Leader Development  
Plans & Heritage  
Direct Dial: 01595 744833  
Email:  
austin.taylor@shetland.gov.uk

Your Ref: 2013-044/KS  
Our Ref: P110/10 AMT

Date: 21 May 2013

Dear Katrina

## Shetland Local Development Plan Campsite

I refer to your letter of 4 April 2013 and apologise for the delay in replying.

The call for sites process requested developers and/or landowners to identify sites for inclusion in the forthcoming Local Development Plan (LDP). The current call for sites closed in April 2011 and the next round will commence sometime after the formal adoption of the LDP by the Scottish Government, at the moment this is likely to be sometime in 2014.

This does not prevent the submission of planning applications for development proposals at any time and applications do not have to be on land identified as Areas of Best Fit (AOBF) or sites with development potential, though they do need to comply with LDP policy and, until adoption of the LDP, the Local Plan

The Planning Authority has assessed submitted sites and published in the LDP those that it deems to have development potential; the Planning Authority does not itself identify any sites that may have development potential.

There is nothing in the Town and Country Planning (Development Planning) (Scotland) Regulations 2008 that requires the Council to accept submissions for requests to identify land for specific uses. There is also no requirement in the Planning Advice Note PAN 65 (Planning and Open Space) that requires the Council to identify sites for caravanning/camping sites as part of open space provision.

Link to Pan 65: <http://www.scotland.gov.uk/Resource/Doc/225179/0060935.pdf>  
Link to 2008 Regs: <http://www.legislation.gov.uk/ssi/2008/426/contents/made>

So, in conclusion, if LCC (or any other body) has a site it wishes to see developed as a campsite/ caravan site it can either wait until the next round of call for sites to submit it for potential inclusion; or it can submit the proposal as a planning application at any time. If the body does not have a site in particular which it would like to develop there is no obligation on the Council to identify one in the plan, now or in the future.

I do hope this clarifies any confusion that may have arisen.

Yours sincerely



Austin Taylor



# Shetland Islands Council

Executive Manager: Dave Coupe  
Director: Phil Crossland

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

Our Ref: CJG/SMG/R/E3/38  
Your Ref:

Dear Sirs

## North Road and Staneyhill Housing Scheme Road, Lerwick Traffic Calming – Proposed Road Humps

Please find enclosed a notice and indicative layout plan for proposed traffic calming measures on the above roads.

Should you wish to make a formal objection to the proposals please do so in writing to address given in the notice prior to Monday 24 June 2013.

Yours faithfully

Executive Manager, Roads  
[HL05211301.doc]

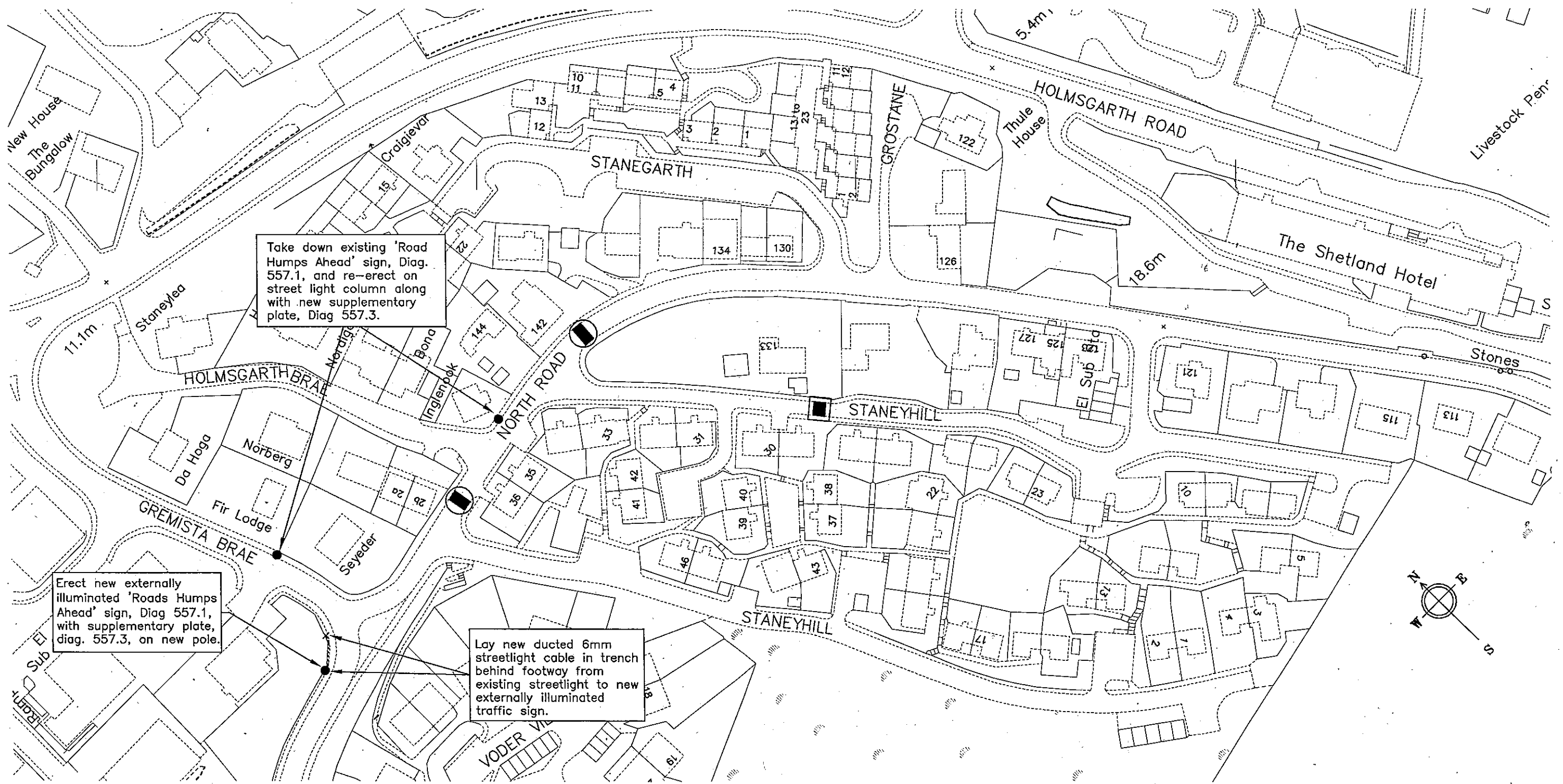
Enc.

Roads  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX  
Item 10.5

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

If calling please ask for  
Colin Gair  
Direct Dial: 01595 744867  
Email: colin.gair@shetland.gov.uk

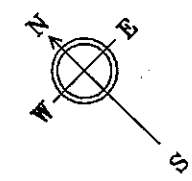
Date: 21 May 2013





Take down existing 'Road Humps Ahead' sign, Diag. 557.1, and re-erect on street light column along with new supplementary plate, Diag 557.3.

Erect new externally illuminated 'Roads Humps Ahead' sign, Diag 557.1, with supplementary plate, diag. 557.3, on new pole.

Lay new ducted 6mm streetlight cable in trench behind footway from existing streetlight to new externally illuminated traffic sign.



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- KEY:**
-  Denotes proposed new speed cushion
  -  Denotes proposed new speed hump

Rev.	Date	By	Revision	Ch'k'd
Scheme Old North Road: 30 mph Speed Limit with Additional Traffic Calming				
Title Layout Plan				
<b>Shetland Islands Council</b>				
Infrastructure Services Roads Service Gremista, Lerwick, Shetland, ZE1 0PX Telephone: Lerwick (01595) 744866 Fax: Lerwick (01595) 744869				
Date May 2013	Drawn IAL	Ch'k'd NEH	Scale 1:1250 @ A3	
File No.	Drg.No.	Rev.		

## Clerk to Lerwick Community Council

---

**From:** Sally Ritch [tscott@supanet.com]  
**Sent:** 13 May 2013 16:43  
**To:** Bressay Community Council; Delting Community Council; Gulberwick, Quarff and Cunningsburgh Community Council; Kate Massie; Mr Doug Forrest; Mrs Eva Ganson; Mrs Jacqueline Smiles; Mrs Josie McMillan; Mrs Joyce Adamson; Mrs Katrina Semple; Mrs Maree Hay; Mrs Margaret Smith; Mrs Marina Tait; Mrs Rosemary Inkster; Mrs Shirley Leslie; Ms Edna Nicol; Ms Kathleen Jamieson; Ms Martha Devine; Sandsting & Aithsting Community Council  
**Subject:** correspondence between Tavish Scott MSP & Serco Northlink Ferries Managing Director  
**Attachments:** 080513 K Brown Serco Northlink discount rates.pdf

Dear Community Council Clerk,

Further to my message of 16<sup>th</sup> April copying you into correspondence from Tavish Scott MSP to Stuart Garret, Managing Director of Serco Northlink Ferries regarding changes that Serco Northlink have made to its on-board service, changes to the Group Islander Discount/sponsorship scheme and changes to the discount rate for pensioners, students and the disabled, Tavish has received a reply which he has asked me to forward to you. It is copied in below for your information.

As Mr Garrett's reply did not address the issue of changes to the discount rate for pensioners, students and the disabled, Tavish has written to the Transport Minister on this matter and a copy of his letter to Keith Brown is attached. We will forward a copy of the Minister's reply when it is received.

Regards,

Sally

Sally Ritch  
Secretary to Tavish Scott MSP  
Shetland Parliamentary Office  
Tel: 01595 69 0044  
Fax: 01595 69 0055  
E-mail: [sally.ritch@scottish.parliament.uk](mailto:sally.ritch@scottish.parliament.uk)  
[tscott@supanet.com](mailto:tscott@supanet.com)

### **E-mail reply to Tavish Scott from Stuart Garrett, Managing Director, Serco Northlink Ferries**

*Thank you for your email dated 16 April in which you seek clarification on several areas following our recent meeting.*

*I can confirm that as part of our business process, all areas of change will be subjected to a review, and that the impact of these changes and feedback from our customers and community representatives are consistently monitored.*

*With regards to our fares, these increases fall in line with the CPI May 2012 published in June 2012, which were implemented in Jan 2013, this is in line with other ferry operators across Scotland and previous years of operation on this route. Please note that Serco NorthLink Ferries annual figures will be submitted and available in the public domain should you wish to clarify passenger carryings at a later date.*

*I am pleased to confirm that we have had very positive feedback on our new menu, regarding the community concerns on our breakfast provision we have responded to comments by implementing toast and porridge on the "Lite" breakfast menu served in the Midships bar and our team on board are working with our passengers to allow flexibility for families and groups. Again, we continue to review this process and use any feedback received within our staff training initiatives. I understand fully that there are those who do not appreciate the changes made and have tasked my team to consider if the suggestions and comments made as to service delivery can assist in resolving these issues.*

*As you have intimated Northlink Ferries Ltd. ran both the Group Discount and an additional sponsorship scheme. However, Serco NorthLink Ferries are working within the contract awarded by the Scottish Government and are aware this is consistent with all other Scottish ferry contracts, we are unsure why this wasn't implemented by the previous operator. Please note Bill Davidson has no responsibility for the Serco NorthLink Ferries contract, all*



discounts for groups to support local sports etc. come under the sponsorship program, which we are delighted to be able to continue.

The NorthLink sponsorship programme has an annual budget for discounted travel of £100,000, and operates two tranches for the receipt and assessment of applications each year, 1 April – 30 September and 1 October – 31 March, with applications being received until mid March and mid September - these dates are advertised locally and on our web site. The current tranche was advertised from 18 February with the closing date set as 5pm Wednesday 20 March. With the announcement of the change to the School & Community Group discount, we decided to extend the closing date to 5pm Wednesday 27 March to allow the affected groups time to apply for the sponsorship programme. After all the closing date, all applications are reviewed on a like-for-like basis against a range of criteria by our Marketing and senior management teams.

We have just announced the first round of funding for 2013, with 124 successful applications. These include groups and individuals travelling with schools, sports groups, music groups, and of course horses and to support local events. We have applied a consistent approach for funding to all applicants. Successful applicants will each receive 50 per cent off their foot passenger fare – after the Islander Discount. In addition to this funding we donated over £10,000 of raffle prizes to assist local clubs with their fundraising. As part of this on-going process we have to make sure that this is managed in order to ensure availability of cabins / car deck space to all passengers.

Going forward, we are in the process of appointing people from both Orkney and Shetland to sit on a community panels who will assist the company with the decision making process. This will be in place for the next round of sponsorship which covers the period 1 October 2013 to 31 March 2014.

Since announcing the level of sponsorship support following the recent tranche of applications we have received no negative comment directly to the business. If you feel there remain any outstanding issues, or indeed particular cases which require review then please, as ever, let me know. Last week we ran an extensive customer and staff engagement programme and I took time during that to speak at length with the SIC Sports Development Officer and have confirmed that we will support particular niche groups or individuals if there is an need.

Sercos NorthLink Ferries are continuing to work closely with a number of local suppliers particularly Grays cash and carry in Shetland, while we did not continue with Shetland lamb on our main menu due to a low take up rate (11 per week) we are discussing with the lamb company regarding local lamb featuring on our specials. However, we are mindful that at £13.50 per kilo it may be too expensive for our menu which has an average price £9 for a main meal. New prices have been offered Ronnie Eunson which we are currently analysing to see if it can fit the new menu price band.

Our fish supplier remains, GF Fish Filleters based in Peterhead, the same supplier has been used on this route network since 2009, a separate fish supplier, Wick based services the Hamnavoe. Sheila Keith from SIC advised last week at the briefing session that she has identified an alternative local supplier, when Peter Hutchinson does his next buyers session in Shetland then we will investigate this possible supplier relationship at that time.

Again, thank you for your email, I hope the aforementioned clarifies your areas of continued concern.

Yours sincerely

Stuart Garrett



The Scottish Parliament  
Pàrlamaid na h-Alba

## Tavish Scott MSP

Mr Keith Brown MSP  
Minister for Transport and Veterans  
Victoria Quay  
Edinburgh  
EH6 6QQ

8 May 2013

I write regarding the reduction of the discount rate for pensioners, students and disabled on Serco ferries from 25% (as it was when Northlink ran the contract) to 10% which came in to effect on 28 March 2013.

I would be grateful if you could outline what consultation took place before changes to the concessionary rate were introduced? I have no record of the Scottish Government consulting on such changes prior to the contract being awarded to Serco last June. If you could correct my understanding that would be most welcome. I am not aware of there having been any consultation with the Shetland travelling public who will be most affected by this reduction.

I look forward to your response.

Yours sincerely,

Tavish Scott MSP

Member of the Scottish Parliament for Shetland  
The Scottish Parliament, Edinburgh EH99 1SP  
Tel: 0131 348 5815 Fax: 0131 348 5807  
E-mail: [tavish.scott.msp@scottish.parliament.uk](mailto:tavish.scott.msp@scottish.parliament.uk)  
Website: [www.tavishscott.com](http://www.tavishscott.com)

**Aviation, Maritime, Freight & Canals**

Victoria Quay, Edinburgh EH6 6QQ  
 T: 0131-244 1627, F: 0131- 244  
 alex.mowat@scotland.gsi.gov.uk

CÒMHDHAIL  
 ALBA



Katrina Semple  
 Lerwick Community Council  
 1 Stouts Lane  
 Lerwick  
 SHETLAND  
 ZE1 0AN

Your ref:  
 2013-053/KS

Our ref:  
 2013/0012138

Date:  
 21 May 2013

Dear Ms Semple

Thank you for your letter of 7 May 2013 to the Minister for Transport, Keith Brown MSP concerning the subsidised ferry service between Shetland and Aberdeen operated by Serco NorthLink. I have been asked to respond on the Minister's behalf.

I would assure you that the importance of this ferry service to the people of Shetland is certainly appreciated by Scottish Ministers and in tendering for the current contract every effort was made to ensure that Shetland's particular needs would be taken into consideration. As a consequence, Ministers ensured that the vessel dry docking periods will be better managed with considerably less disruption for Shetland than has sometimes been the case in recent years.

You have specifically raised concerns around passenger fare discounts and especially the National Concessionary discount which is available to senior citizens, disabled passengers and those in full-time education. Perhaps I could begin by providing some context to the overall approach on discounts. As is set out in Schedule 4 of the Northern Isles ferry services contract, Serco NorthLink are required to offer the following range of discounts:

- **Islander Discount:** this gives a 30% discount on passenger and car tickets for island residents.
- **National Concessions:** this gives a 10% concession to senior citizens with a National Entitlement Card, disabled passengers and those in full-time education.
- **ScotRail Travel Pass and Highland Rover tickets:** this gives a 20% discount on the seated passenger standard fare purchased on the day of sailing.
- **Blind Persons Concession:** there are 100% discount fares for blind people.
- **National Concession Travel:** this currently gives up to four single journeys each year for National Entitlement Card Holders resident in the Northern Isles.

This is a broader range of fare discounts than has been set down in any previous Scottish Government ferry services contract. In addition, however, Serco NorthLink continue to operate the 'Family & Friends' scheme which allows islanders to nominate up to 6 Family and Friends households, who live outside Orkney and Shetland, to be eligible to receive a 30% discount.

With regard to the National Concessionary discount, you have proposed the restoration of the 25% rate which had previously been made available to islanders.

In tendering for the current contract, we specified the 10% rate for National Concessions as this is what applies elsewhere. It was only after Serco NorthLink took on the services that they became aware that islanders had historically been offered the National Concessionary discount at a rate of 25%. It is not entirely clear how this originated as the usual National Concessionary rate of 10% had actually been specified in the 2006-12 contract.

Ministers did give consideration to the position but on reflection decided that the National Concessionary rate should apply equally across the network and therefore that the contractual rate of 10% should remain. Ministers are aware that that qualifying islanders will still benefit from a 10% National Concessionary discount in addition to their 30% islander concession. They did, however, also make the decision that the 10% discount will also now extend to cabin bookings.

You have also proposed the reintroduction of the "Schools and Communities" or "Group Islander" discount scheme which was also discontinued at the beginning of April. This was a non-contractual discount which had operated under the previous contract. Serco NorthLink looked closely at this when they took on the Northern Isles services but in the overall context of available discounts they did not feel it should be retained.

As you know, Serco have continued with the Sponsorship scheme. They have allocated an annual budget of £100,000, and only last month announced the first round of funding awarded for 2013 with 124 successful applicants including schools, sports groups, music groups, equestrian groups and others.

On the basis that their Sponsorship scheme will be able to address the needs of schools, sports and other community groups – on a fair and equitable basis – Serco decided to discontinue the old "Schools and Communities/ Group Islander" discount. On inspection, Serco found that the latter did not appear to have had a transparent application, evaluation and selection process for ensuring that funding was being targeted at the most appropriate groups.

By contrast, the Sponsorship scheme does have a formal application process and a clear mechanism to ensure that the discount is applied fairly and appropriately, with each application being evaluated on its particular merits. Indeed, in the near future, Serco intend to set up a committee of local representatives to decide on the application criteria and on the selection of applications, thereby ensuring community involvement in the decision making process. Scottish Ministers are therefore satisfied that Serco's Sponsorship scheme is best placed to properly support local sports and other community organisations in Shetland.

Going forward, Transport Scotland's ferry contract management staff will monitor the impacts of these changes. I hope that you find this helpful.

Kind Regards,

Alex Mowat  
Ferries, Policy and Contracts

**From:** [john.holden@shetland.gov.uk](mailto:john.holden@shetland.gov.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Planning Application Consultations  
**Date:** 28 May 2013 16:46:58

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Dear Mrs Semple,

I have noted a couple of instances recently where, in making comments on planning applications, the Community Council has asked for confirmation as to whether it is the planning officer's view that the particular application is in line with particular Council documents. One case in question is the application relating to 14 Reform Lane (ref: 2013/140/PPF).

The consultations that the planning authority carries out in following the relevant regulations are early on in the development management process. The applications themselves may not reach the planning officer who will handle them i.e. carry out the assessments, consider and report on the merits of proposals to make recommendations for determination, until after the statutory time period for receipt of consultations has passed. That said, unlike some authorities, we currently accept responses and representations after this date and up until the point when a determination is made. Whilst I can appreciate why the Community Council might consider a planning professional's opinion would help inform its decision making, it is the Planning Officer who is handling a planning application's duty to carry out his/her assessment and provide a view with regards to compliance with policy in order to inform the planning authority's decision making process, their being in the employ of the SIC. They are not obliged to divulge their views on any particular application to any party (including the applicant) until they have arrived at their recommendation and their Report of Handling is in the process of consideration by the Appointed Person (in exercise of delegated powers), the Planning Committee or Full Council as the case may be.

I hope this clarifies the position.

Yours sincerely

John Holden  
Team Leader - Development Management  
Planning

Shetland Islands Council  
Planning  
Development Services Department  
Grantfield  
Lerwick  
Shetland  
ZE1 0NT

Tel: (01595) 743898

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## LERWICK COMMUNITY COUNCIL

### Financial Report as at 29 May 2013

	£	£
<b><u>INCOME</u></b>		
Balance at at 1 April 2013		9,619.83
SIC Grant 2013-2014		20,923.00
Sale of TH Guides		0.00
		30,542.83
<b><u>EXPENDITURE</u></b>		
Office Costs	249.12	
Employment Costs	1,520.40	
Administration	118.22	
Chambers	0.00	
Accountancy	0.00	
Misc.	0.00	
Grants/Projects	270.06	
		2,157.80
		<b>28,385.03</b>
<b><u>REPRESENTED BY</u></b>		
Balance as at 30 April 2013		11,286.27
<b><u>Indication of Free Funds:</u></b>		
Main Annual Running Costs-Forecast £15,320.40		
Amended Costs Remaining	13,432.66	
Annual Grants & Projects Forecast - £4,575.55		
Payments Remaining	4,305.49	
<b>Committed Funding:</b>		
LivingLerwick-Summer Event - Bunting & Re-usable Planters	927.75	
Royal British Legion Lerwick Pipe Band	500.00	
Benches - Cunningham Way (?)	1,300.00	
Vagar Road Grant - <b>Grant Estimate</b>	300.00	
Heritage Place Names Map - <b>Estimate</b>	1,600.00	
Lerwick Boating Club	1,000.00	
Lerwick Marina Users Association	700.00	
Shetland Skatepark	3,000.00	
Renewal of damaged office floorcoverings	490.00	
		27,555.90
<b>Estimated Free Funds</b>		<b>829.13</b>

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

<b>Budget 2013-14</b>	<b>Forecast</b>	<b>Amended Forecast</b>	<b>Actual to Date</b>
	£	£	£
Lighting at Clickimin Broch	2,500.00	0.00	270.06
Lerwick Fireworks Display	2,000.00	0.00	0.00
Peerie Galley Shed Ground Rent	75.55	0.00	0.00
	<b>4,575.55</b>	<b>0.00</b>	<b>270.06</b>

Forecast	4,575.55
Less Actual to Date	<u>270.06</u>
<b>Estimated Spend Remaining</b>	<b><u>4,305.49</u></b>

**Lerwick Community Council Grants/Projects 2013-2014**

Date	Description	£	£
		Grants	Projects
08/04/13	Clickimin Broch - Lighting		270.06
		-	270.06
<b>TOTAL</b>			<b>270.06</b>



**LERWICK COMMUNITY COUNCIL - Main Annual Running Costs****Budget 2013-2014**

	<b>Forecast</b>	<b>Amended</b>	<b>Actual to date</b>
	<b>£</b>	<b>£</b>	<b>£</b>
SIC-Rent	2,700.00	0.00	0.00
SIC-Office Insurance	55.00	0.00	0.00
Data Protection Registry Renewal	38.00	0.00	0.00
Meeting Room	220.00	0.00	0.00
Business Stream	180.00	0.00	30.00
Hydro-Office	675.00	0.00	219.12
Telephone & Broadband	490.00	0.00	69.30
SIC-Refuse Collection	0.00	0.00	0.00
Clerks Salary	9,122.40	0.00	1,520.40
Postage	25.00	0.00	0.00
Office/Liability Insurance	840.00	0.00	0.00
Accountants Fees	240.00	0.00	0.00
Membership of VAS	185.00	0.00	0.00
Solution X (Xerox)	200.00	0.00	48.92
Office Supplies	100.00	0.00	0.00
Rates-LCC Qualifies for 100% Business Rates Relief	0.00	0.00	0.00
Contingency	250.00	0.00	0.00
<b>Total</b>	<b>15,320.40</b>	<b>0.00</b>	<b>1,887.74</b>

Forecast Costs	15,320.40
Actual to Date	<u>1,887.74</u>
Forecast Costs Remaining	13,432.66



# 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 12.1

## APPLICATION FOR ROAD GRANT

Name: ALISON KAY RAMSAY

Address: HOOLSBERG  
LOWER SOUND, LERWICK, ZE1 0RN

Address of Property (if different from above):

Telephone number: 01595 696397 Email Address: alikayramsay@aol.com

Type of Road: Unadopted Resident  Peat Road

Other (please describe):

How many households on this road: 1

Length of road in need of repair (in metres): ? 330 sq m (as per 07 invoice)

Nature of Work: New Road  Major Resurfacing   
 Limited Repair  Top Dressing   
 Tarring  Infill + Spray Tar

Cost of work: Special features:

Date of last grant from Lerwick Community Council: <sup>KS</sup> 2010/11?   
 MINUTE REF: 09/05/12 12.4 - 17/11/09 - £2,769 - 25

**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: Alison Ramsay Date: 14<sup>th</sup> May '13

## 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: 17-05-13 ..... Date Approved: ..... Minute Ref: .....

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



It is our access road, but also heavily used by the general public as an access to the beach.  
 Any help you can give us in repairing it, gratefully received.

Anson K Ramsay

14/5/13

## **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

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

Your Ref: -  
Our Ref: PW/JI

Date: 22 May 2013

Dear Madam

**Licensing (Scotland) Act 2005  
Application for Premises Licence  
Chevalier Kalmar Accommodation Barge, Albert Dock, Lerwick**

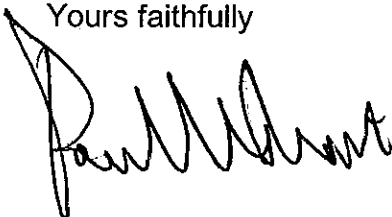
Please note that the Shetland Islands Area Licensing Board has received an application for a premises licence under the above legislation and is obliged to give notice to the relevant community council. The attached notice gives some detail of the application received for a premises in the area of your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

Any objections must be lodged with the Clerk to the Licensing Board via this office by Monday 17 June 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 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>
Sodexo 5 <sup>th</sup> Floor The Exchange No. 2 62 Market Street Aberdeen AB11 5PJ		Chevalier Kalmar Accommodation Barge Albert Dock Lerwick Shetland ZE1 0LL	On the Premises	Mon: 17.00 – 24.00 Tue: 17.00 – 24.00 Wed: 17.00 – 24.00 Thurs: 17.00 – 24.00 Fri: 17.00 – 24.00 Sat: 17.00 – 24.00 Sun: 17.00 – 24.00	17 June 2013

Shetland Islands Council,  
Development Management,  
Development Services Department,  
Grantfield,  
Lerwick.

[REDACTED]  
[REDACTED]  
Lerwick.

11-05-2013

Dear Sirs,

We respond to the neighbour notice dated 1<sup>st</sup> May with respect of the proposal to Erect New 3 x Bedroom Dwelling House, 14 Reform Lane, Lerwick application 2013/140/PPF.

We wish to express our objection in the strongest possible terms.

1/. Background; the existing building at 14 Reform lane is an outstanding example of a beautiful stone built construction, located in the town centre conservation area. The building has a nice garden of great visual beauty which the previous owner, an elderly lady looked after in a manner which attracted wild life, including nesting and migrant birds, butterflies and honey bees. The site has the balance of an existing large house and a small but attractive garden, quite fitting and in keeping with the town centre conservation area. The stone work of the existing building is of an exceptional standard and an attractive feature viewed from the visitors and locals ascending the lane.

2/. The proposed development is by a commercial property developer who will not reside in the house, so will not experience any of the inconvenience of parking pressures, access problems, water sewage disposal issues, or neighbour disapproval.

3/. The size of the proposed building is 85% of the garden area, which will effectively remove all the existing plants, trees and bushes once a path is included.

4/. Gardens are a precious feature in the town centre and every effort should be made to preserve these from commercial exploitation.

5/. The outstanding stone walls of the house will be completely obscured with the close gable to gable contact of this large 3 x bedroom house.

6/. Parking is already under huge pressure at the Hillhead, the new multi – flat at the top of Reform lane, the commercial property metal clad building in Pitt Lane, the town workers who chose to park outside the properties at Hillhead, rather than use the car parks, all contribute to serious parking inconvenience of the residents at Hillhead. The existing building at 14 Reform Lane may have future potential as flats, by this new owner commercial developer, which would further aggravate the parking issues.

7/. Shadow: this is one of the most serious aspects relating to the proposed development. The mature well developed gardens at 25 and 27 Hillhead are closed to direct sunlight for much of the year, from the West, the North West and the South. The only direct sunlight comes from the South East, but only during the late spring, summer and early autumn months. This proposed development would effectively shut out direct sunlight from the South East direction for most of the year. Plants do require direct sunlight; light itself is not sufficient to grow healthy plants. The gardens of 25 and 27 Hillhead have twice won the "best town garden competition", the gardens have only been entered twice. This building would have a devastating detrimental effect on two of the most attractive gardens in the town. The gardens feature a wide range of exotic plants from all over the world, including miniature conifers, winter flowering heathers, South American and Asian origins which are a source of inspiration to other gardeners in the Isles. All of these plants require access to direct sunlight to flourish. It is so important to keep and preserve the Lerwick town gardens, especially from commercial property developments which add nothing of value or aesthetics of the town.

8/. The applicant has suggested as part of the presentation that "the gardens are commonly owned by the residents of Hillhead". This is simply not true, the gardens are owned specifically by 25 and 27 Hillhead. This statement is misleading and infers, since the gardens are not individually owned, they may have little value. The gardens have been developed over a 10 year period, by the creative efforts of the owners to a very high standard, selecting suitable plants, some flowering, many evergreen, which give year round attraction. The gardens are "open plan" without divisions or fences by choice of the owners. This style maximises the potential and enjoyment of the garden space. The title deeds show these garden areas are over 100 years in existence.

8/. The building materials are not compatible with the town centre conservation area and are in conflict with existing buildings, especially the existing property at 14 Reform Lane.

9/. The building design is not compatible with the town conservation area. It would be outstanding in its lack of sensitivity or consideration in a conservation area.

10/. The town centre is already overdeveloped, with pressure on gardens and green areas, especially worrying are the activities of recent property developers who can take commercial actions which are to the irretrievable loss to the town community.



11/. Town gardens are a precious and necessary feature to balance the buildings and lanes, provide aesthetically pleasing visual attractions of year round interest. The gardens are essential for the continued survival of wild life which is under increasing pressure from man-made conflicting activities. The town centre is a desirable place to stay for all its natural attractions including its gardens. If these gardens become the commercial focus of property developers, then the town centre will lose considerable appeal as the imbalance of houses dominate.

12/. This particular proposed application in one move would effectively and irreversibly remove a 100 year old well-established garden in its entirety, replacing nothing of value in its place. There are ample suitable land and opportunities throughout Shetland for building houses, without resorting to the targeting and the commercial exploitation of the towns' conservation area gardens.

#### CONCLUSION

We are totally opposed to the proposed building at 14 Reform Lane, which is in breach of so many of the conservation guidelines set out for the area, the environment, nature and neighbourly consideration. We hope the above considered points will register the subject material necessary for the proposed development to be refused.

Yours sincerely

[REDACTED]

[REDACTED]

Lerwick.

**From:** [REDACTED]  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Cc:** [jim@filsket.me.uk](mailto:jim@filsket.me.uk)  
**Subject:** Proposed 2 Storey 3 Bedroom House Development - 14 Reform Lane  
**Date:** 10 May 2013 13:00:38  
**Attachments:** [14 Reform Lane Development - Objection.pdf](#)

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Dear Katrina,

I refer to the above and note that the Community Council considered the application at your monthly meeting on Monday 5th May and wrote to the Planning Department on the 8th confirming that no objections were raised.

Our notification of this application as neighbour only arrived on evening of Friday 3rd May and we have a number of concerns with the development as indicated in our detailed letter attached which was lodged with the planning authority today.

As detailed, our primary reason for objection relates to the development not complying with important aspects of Shetland Islands Council - Lerwick Lane Conservation Area Character Appraisal report undertaken by the Scottish Civic Trust and adopted by the Council in September 2010.

I am sure that the reason the Community Council responded so early was to catch the 5th May meeting ahead of deadline of 21st May. However, this has not given the actual community time to confirm position.

We believe that there is a very important aspect relating to Lerwick Lane Conservation Area Character Appraisal report that affects this application and future applications in the Lanes and would hope that a retrospective correspondence from Lerwick Community Council to the SIC can be made before the 21st May 2013.

Yours faithfully

[REDACTED]

8<sup>th</sup> May 2013

Shetland Islands Council,  
Development Management,  
Development Services Department,  
Grantfield,  
Lerwick

Dear Sirs,

**Erect New 3 –Bedroom Dwelling house**  
**14 Reform Lane**  
**Application 2013/140/PPF**

We confirm receipt of letter dated 1<sup>st</sup> May 2013 regarding the above.

After consideration of the details provided, we wish to object to the proposals on the following grounds which are all of equal importance:

**Introduction**

The applicant is proposing to develop over 80% of an existing garden amenity currently serving 14 Reform Lane in order to squeeze in a 2 storey 3 bedroom dwelling.

When discussing the above proposed development, our letter makes reference to Shetland Islands Council – Lerwick Lanes Conservation Area Character Appraisal report undertaken by the Scottish Civic Trust dated August 2010 and which was adopted by SIC in September 2010. This includes the developer's design proposals breaching several aspects of conservation appraisal in the Lanes including character views, setting relative to existing buildings, plot ratio, loss of trees / established boundaries and materials. Concern over other important aspects of the development include access, parking, drainage, overlooking, daylight and sunlight.

**Design**

With the proposal to set a large two storey house into a small narrow area, there are a number of design and amenity issues which fundamentally go against Shetland Islands Council – Lerwick Lanes Conservation Area Character Appraisal report.

The most important aspect is that this report specifically identifies the importance of views in the conservation area of the Lanes. Within the Lanes views are limited. In general, level changes allow for glimpses between areas of high or lower ground. Viewing across the garden of 14 Reform Lane is specifically identified in the report as providing one of the only views in the Lanes to higher ground of Hillhead. See Lerwick Lanes Conservation Area: Townscape Analysis Map attached. The proposed development will completely cut off this view.

The report also describes specific buildings which are identified as unlisted buildings but which make a positive contribution to the character appearance of the conservation area. The report refers specifically to 14 Reform Lane which is regarded as a 'positive building'. This building.. continued over page

**Erect New 3 –Bedroom Dwelling house**  
**14 Reform Lane**  
**Application 2013/140/PPF**

- 2 -

Design continued

This building with 'stone gable to harbour pattern' is making a positive contribution to the character of the conservation area and character view. In particular, the tall stone gables are described in the character analysis as giving 'strong vertical emphasis'. Allowing this 2 storey development to within approx. 5m and obscuring this gable will substantially impact on the character of the area. The report continues stating that "In line with local plan policy BE8 - developments in conservation areas, the Council will consider applications for change to 'positive buildings' extremely carefully and will refuse any that adversely affect their character, architecture or historical interest". 14 Reform Lane is a positive building identified in the report for its strong vertical stone gable character and architectural interest. As this 'positive buildings' character will be adversely affected then the application should be refused.

Further non-compliant aspects of development within the Lanes conservation area include:

1.0 *'New developments should follow existing plot ratios with properties in spacious plots'.*

This proposed development takes up over 80% of the existing garden to 14 Reform Lane and therefore does not follow plot / garden ratio of adjacent properties of Clossbiggins, 10 Reform Lane, 11 Reform Lane or Uphus, Park Lane all of which have approx. 50/50 house plot /garden ratio.

2.0 *'New developments should not impinge on the setting of existing buildings'*

This proposed 2 storey development impinges on the setting of 14 Reform Lane by obscuring its strong vertical stone gable emphasis. The development also impinges on the above surrounding buildings by removing the existing plot / garden ratio, removing a disproportionate area of garden to 14 Reform Lane and providing little or no garden to proposed new development.

The proposed dwelling while trying to mitigate windows overlooking properties with an 18m rule, has then introduced a substantial first floor balcony overlooking somewhat less than 18m to windows of 10 Reform Lane, Uphus, Park Lane and Clossbiggins, . Further, the lower vestibule and upper bedroom window's on the south timber clad structure overlooks the lane but also partly into the lower window and upper velux window of adjacent Clossbiggins. This is coupled with daylight to the lower widows of this property being substantially reduced due to the vertical two storey structure less than 2.5m in separation distance.

**Erect New 3 –Bedroom Dwelling house**  
**14 Reform Lane**  
**Application 2013/140/PPF**

- 3 -

Design continued

3.0 *'New developments should use materials that are appropriate for conservation area, of high quality with the use of non-traditional materials'*

Due to the applicant trying to squeeze a large 2 storey house into a small narrow area with no area to facilitate actually constructing the house, materials proposed are non-traditional and of a 'prefabricated' nature including the use of dry dash render on cementitious board to clad a timber frame rather than traditional stone or block. Negative Characters listed in the Lanes Conservation area report include poor quality surfaces leading to many mid to late 20<sup>th</sup> century developments beginning to look tired. The designer consistently makes references to Clossbiggins as the design they are trying to follow when this dwelling is specifically not highlighted as a positive building in the area. Design proposed will create a similar 'tired' development in future years.

4.0 *'Trees including those within private gardens, should be maintained and managed as important landscape asset due to rarity in Shetland. New developments should protect important trees, hedges and established boundaries.'*

Due to this 2 storey development proposal being squeezed into such a small narrow area and on the boundary to an established high dry stone wall boundary of 25 Hillhead, all trees and hedges within garden would be removed and the canopy of trees and hedges on established boundary affected. The attached photo shows the current landscape asset of a well-established boundary, trees and bushes that would be removed or canopy severely affected and reducing future proper spread or growth.

The Design Statement that accompanies the application states that cuttings will be taken and replanted but does not address the situation that no garden amenity is actually left for this to happen and no mention is made of the effect on established garden boundary trees and bushes which will lose sunlight until well after mid-day. The design statement refers repeatedly to a communal garden adjacent to the proposed site. This is incorrect as the garden is private and owned by 25 Hillhead.

Access

Access is proposed down Reform lane from Hillhead. This access is next to a busy and successful electrical retailer who's stores requires access by heavy goods vehicles and vans several times each day six days a week. This already makes access by existing residents to Hillhead and Reform Lane difficult and is not addressed in the submission. Further, existing refuse bins are stored at the top of Reform lane and so the maximum 2.1m width quoted by applicant for construction access does not exist without relocating bins which does not appear possible without blocking access to 17 Hillhead or the electrical store.

On the existing garden site of 14 Reform Lane and due to over development, the applicant is proposing the north two storey house wall to be positioned directly on the boundary with 25 Hillhead. It is not stated how access to construct the north wall or foundations is to be achieved /maintained or how access will not disturb or damage existing substantial dry stone boundary wall, trees and bushes. As owners ....continued over page

**Erect New 3 –Bedroom Dwelling house**  
**14 Reform Lane**  
**Application 2013/140/PPF**

- 4 -

Access continued

As owners of 25 Hillhead and due to extensive garden landscaping, garden shrubs and flowers present at this location then access for 'new construction' will not be granted onto land or air space belonging to ourselves.

Parking

The existing stone built property of 17 Hillhead has recently been developed into 6 flats in a sympathetic manner that does not detract from the Lanes Conservation Area. However, this development together with existing retail store at the top of Reform Lane (with 5No. vans) already has the effect of very poor parking availability. From present experience this does not lead to people parking in the Town Hall car park or St Olaf Street but continuing to try and park on upper and lower Hillhead restricting parking for existing local residents, public library, electrical shop and church.

Drainage

Surface Water

SIC Road Services (3<sup>rd</sup> May 2013) identify that during extreme rainfall events, surface water flows may exceed the drainage capacity in Reform Lane, with back up or flow over ground and this needs to be addressed. Is not shown in the application how this will be done with minimal area left available to form suitable drainage attenuation on site coupled with site levels falling towards the north boundary wall and then a level drop into adjacent gardens. Further while roof drainage may be picked up, surface water flowing down a substantial north two storey wall abutting an existing stone boundary wall will be impossible to redirect without disturbing the dry stone boundary wall.



Foul Water

There is currently an issue with foul drainage running down Reform Lane from the Hillhead area with properties of 17, 19 and 22 affected. Scottish Water has been on site on a regular basis in recent months.

Conclusion

Due to all the above issues we object to the proposals with particular regards placed on the non-compliance of the development proposal within the Lanes Conservation Area under several important items including the loss of character landscape appraisal view within the Townscape Analysis Map for Lanes, development obscuring 'positive' stone buildings, setting of existing buildings, very poor plot ratio, loss of trees and established boundaries brought on by a general proposal to over develop in the area.

Yours faithfully,









**Erect New 3 –Bedroom Dwelling house**  
**14 Reform Lane**  
**Application 2013/140/PPF**

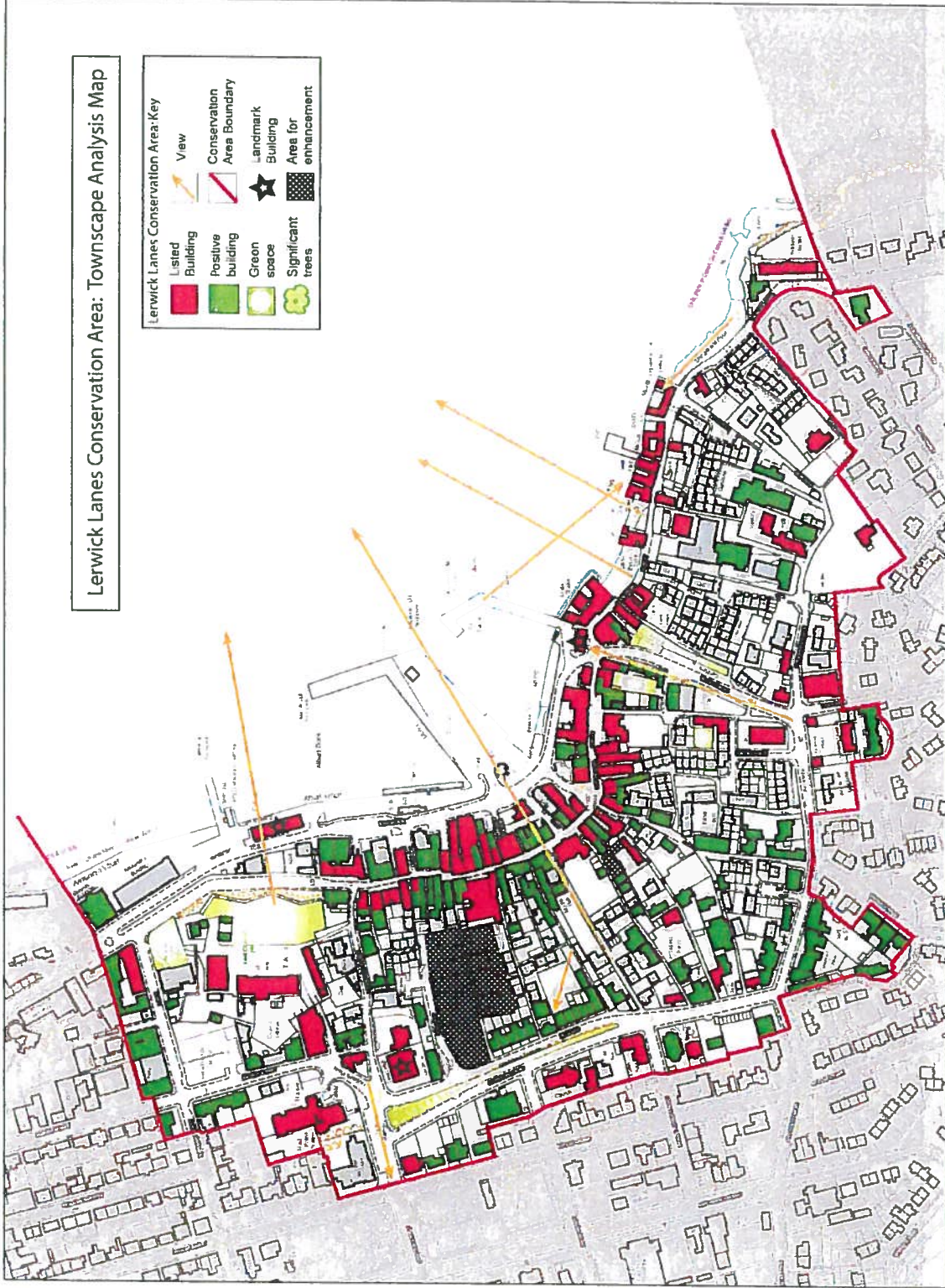
**Attachments**

**Shetland Islands Council, Lerwick Lanes Conservation Area – Townscape Analysis  
Map Showing View Across Garden of 14 Reform Lane**

**The attached photo shows current landscape asset of well-established boundary,  
trees and bushes that would be removed or canopy affected.**

Lerwick Lanes Conservation Area: Townscape Analysis Map

Lerwick Lanes Conservation Area-Key	
	Listed Building
	Positive building
	Green space
	Significant trees
	View
	Conservation Area Boundary
	Landmark Building
	Area for enhancement





**Erect New 3 –Bedroom Dwelling house**  
**14 Reform Lane**  
**Application 2013/140/PPF**



**View on current landscape asset in Lanes Conservation Area showing well - established boundary, trees and bushes that would be removed or canopy severely affected and reducing further proper spread or growth as a result of proposed 2 storey development**

**MEMO**

---

To: Infrastructure Services, Planning  
Attn: Janet Barclay Smith

From: Capital Programme Service

If calling please ask for  
Jonathan Molloy  
Direct Dial 4584

Medium: email

Your Ref:

Our Ref: JM/RS

Date: 17 April 2013

**Planning Application 2013/019/PPF - change of use at Leog**

Following your last email dated 14 March 2013 I would like to confirm the existing layout is of 8 bedrooms with the possibility of 2 more bringing it to 10 rooms for the maximum usage of the building in terms of the number of bedrooms proposed. This would be reduced if an owner flat uses some of the bedroom accommodation.

**Parking:** the requirements for this type of development are calculated on the proposed no of bedrooms and any ancillary uses that might be proposed within the building. Current parking standards require a maximum of 11 parking spaces. A 'Snap Shop' survey was taken on Thursday 14 March 2013 showing that between the hours of 08:00 to 18:00 within a 3 minute walk of the main entrance to Leog House, Leog Lane, Lerwick Lanes Outstanding Conservation Area, those 21-29 public spaces were always available, please see attached.

The Council has already provided 5 marked public parking spaces from the site this has been a considerable assistance to Leog House staff and has freed up the turning head. As can be seen in the (objectors) photos, taken during an exceptionally busy staff training days at Leog House in mid February - 9 cars & spaces can be seen as the parking is currently used by our staff, outside the original turning head area as shown on the SIC -GIS mapping.

Only a few of the spaces required are within the one minute walk; however as a business other parking space provision within a three minute walk adequately meets the requirements as set out in your adopted, emerging policy and the spirit of the SPP.

The Roads Services agrees that the assessment of possible maximum parking capacity seems fine, and that there appears to be enough parking spaces (and spare capacity) surrounding the development site, to accommodate the additional parking required by a B&B or small hotel in Leog House.

If in the future the site is more extensively developed then option to extend the parking area does exist, by turning the parking 90 degrees and extending the parking area over the grassed/hedged area. This would allow for 11/12 spaces in total, however the applicant does not wish to see the conservation area covered by a car park in a (peak car) time of reducing car usage.

**Details of the tree on site:** a single juvenile Sycamore T01 - *Acer pseudoplatanus* approximately 5m high with a <300mm dia. @ 1.5m is in the middle of the North West boundary.

**Details of the trees immediately adjacent to the site:** a single Ash T02 - *Fraxinus excelsior* approximately 9 m high with a 2no branches at 1.5m <300mm dia. is in the middle of the North East boundary 600mm across the boundary line. Also in grounds of the neighboring garden to the North West, small examples of Scots Pine, Spruce and a Larch T3-5 all with below 150mm dia. @ 1.5m along with smaller shrubs and small ornamental trees.

Please note: It is difficult at this time of year to be 100% sure of the exact tree type.

**If areas to store/collect waste:** as existing, a large commercial wheelie bin sits on a bracket on the South East corner and recycling in the shed on the North West corner as indicated on the plan.

**Land ownership:** the site is solely owned by the council; we own the land/solum outlined is owned by the Council. The control of the turning head is now with Roads authority under the [Roads \(Scotland\) Act 1984](#), [The New Roads and Street Works Act 1991](#) & [The Transport \(Scotland\) Act 2005 - Part 2 - Road Work](#). The current turning head and 5 public parking spaces will not be sold by the Council.

We do not intend to alter or change any existing access to other properties, footpaths or rights of way.

If you have any further questions please don't hesitate in contacting me.

Asset Strategy Manager  
[085JMRS]

Enc.

Leog House: Preliminary Parking Survey	Thursday 14th March 2013											Weather dry / cold snow on the ground in the morning										
	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00	08:00	09:00	10:00	11:00	12:00	13:00	14:00	15:00	16:00	17:00	18:00
Leog Lane	7	6	7	8	8	8	2	3	6	7	7	7	6	7	8	8	8	2	3	6	7	7
Twageos Road (lay-by)	3	1	0	1	1	2	0	2	3	3	3	3	1	0	1	1	2	0	2	3	3	3
Twageos Road (Road)	2	2	2	2	1	1	1	0	0	2	2	2	2	2	2	1	1	1	0	0	2	2
Twageos Road (Widows' Homes)	2	2	1	0	0	0	2	2	4	3	3	2	2	1	0	0	0	2	2	4	3	3
Twageos Road (from Lovers Lane)	5	6	6	6	5	6	5	6	6	6	5	5	6	6	6	5	6	5	6	6	6	5
Lovers Lane	4	4	4	4	4	3	3	3	4	4	4	4	4	4	4	4	3	3	3	4	4	4
Greenfield Place & the top of Water Lane	2	1	1	1	4	3	4	4	5	2	5	2	1	1	1	4	3	4	4	5	2	5
Sub total:	25	22	21	22	23	23	17	20	28	27	29	25	22	21	22	23	23	17	20	28	27	29
SIC employee cars at Leog +	0	2	1				4	3	1			0	2	1				4	3	1		
<b>Total in 3 minute walk</b>	<b>25</b>	<b>24</b>	<b>22</b>	<b>22</b>	<b>23</b>	<b>23</b>	<b>21</b>	<b>23</b>	<b>29</b>	<b>27</b>	<b>29</b>	<b>25</b>	<b>24</b>	<b>22</b>	<b>22</b>	<b>23</b>	<b>23</b>	<b>21</b>	<b>23</b>	<b>29</b>	<b>27</b>	<b>29</b>

**MEMO**

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To: Development Management

From: Roads

Attn: Janet Barclay

If calling please ask for

**Brian Halcrow**

Direct Dial: 4883

Medium: email

Date: 5<sup>th</sup> May 2013

Our Ref: BH/SMG/R/G2/LB

Your Ref: 2013/019/PPF

**Planning Application 2013/019/PPF**

**Change of use from class 8 residential institution to class 7 hotels and hostel, boarding and guest house, Leog House, 2 Leog Lane, Lerwick**

I refer to your email of 23<sup>rd</sup> April concerning the memorandum from Capital Programme Service dated 17<sup>th</sup> April relating to the above application.

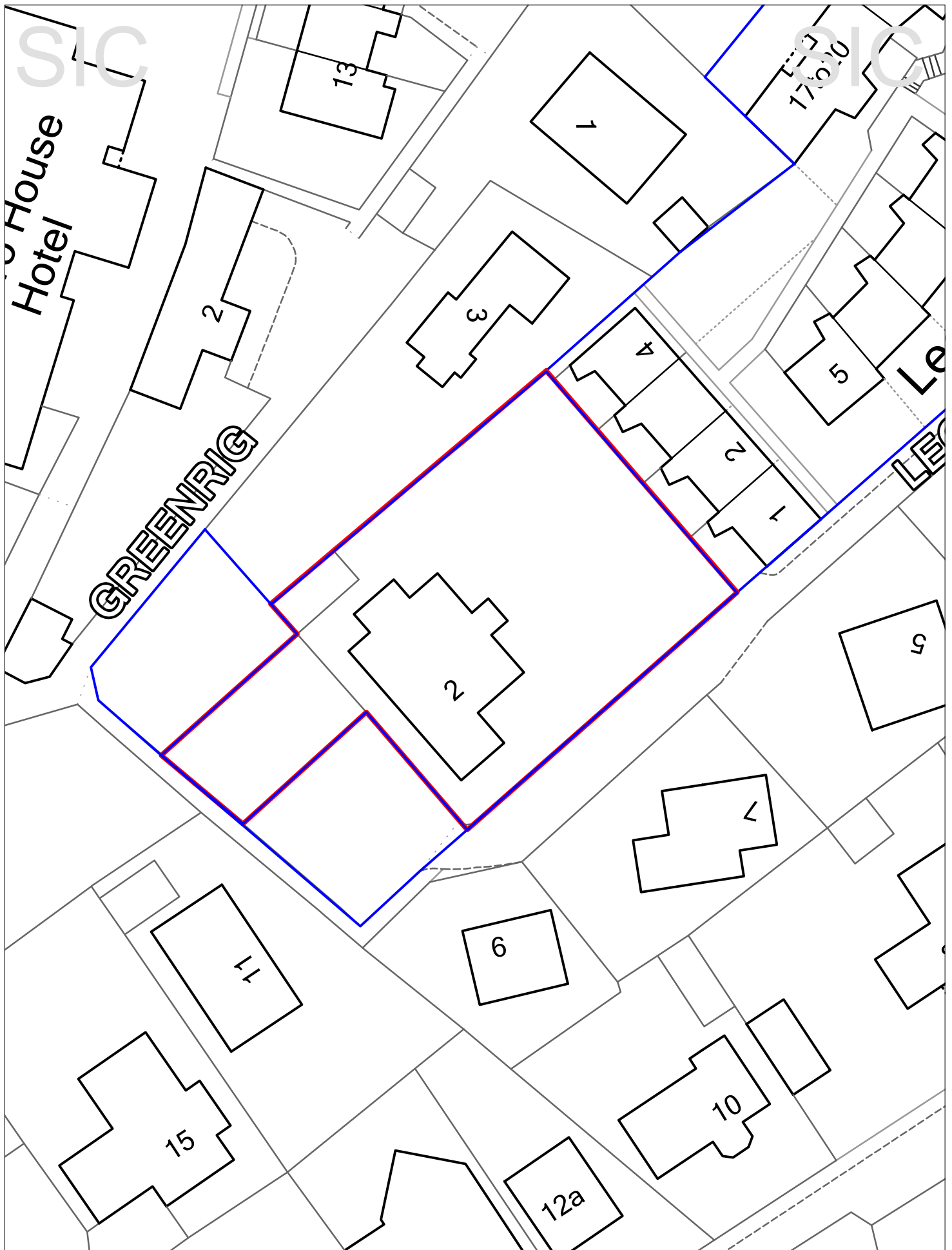
With respect to the submitted parking study I can confirm that our own snap shot survey of the area would confirm there is sufficient parking within a 3 minute walk of the development to accommodate the typical level of use likely to be generated by this type of development. I am therefore confident that the submitted survey is accurate as to the parking conditions in the surrounding area. I therefore have no concerns on this aspect of the proposed development.

While the proposed development will generate a number of traffic movements in the area I do not believe the change will make this appreciably worse than the previous use.

Executive Manager, Roads

[HM04291301.doc]

SIC INFRASTRUCTURE SERVICES - 6 MAY 2013	
PASS TO	ACTION



**Leog House Site Plan**


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Scale: 1:500  
Size: A4  
Date: 23/01/13  
PB: LW





SIC  
 INFRASTRUCTURE SERVICES  
 18 APR 2013  
 PASS TO: ACTION:

Revision	No.	Date		
 <b>Shetland Islands Council</b> Capital Programme Service Corporate Services Office Head Quarters, 8 North Ness Business Park, Lerwick, Shetland, ZE1 0LZ Telephone: 744140 (STD Code 01595) Fax: 744667				
Existing Parking Layout - Leog House, 2 Leog Lane, Lerwick.	Job Code TAG3	Drq.No. 201301003	Rev. A	Drawn TAG8
	Scale 1:500	Date 2013-04-17	AutoCAD File TAG9	

**A2**

## Lerwick Planning Applications – May 2013

### [Change of use from shop to financial advisory service](#)

65 Commercial Road Lerwick Shetland ZE1 0NL

Ref. No: 2013/179/PPF | Received: Mon 20 May 2013 | Validated: Mon 20 May 2013  
Status: Pending Consideration

### [Erect two signs](#)

North Tugmaster's Garage Holmsgarth Road Lerwick Shetland ZE1 0PW

Ref. No: 2013/174/ADV | Received: Fri 17 May 2013 | Validated: Fri 17 May 2013 |  
Status: Pending Consideration

### [Erect temporary decking area for retail display \(Retrospective Application\)](#)

Grantfield Garage North Road Lerwick Shetland ZE1 0NT

Ref. No: 2013/162/PPF | Received: Tue 14 May 2013 | Validated: Tue 14 May 2013 |  
Status: Pending Consideration

### [Erect illuminated sign](#)

Leask Motos Gremista Lerwick Shetland ZE1 0PX

Ref. No: 2013/157/ADV | Received: Mon 13 May 2013 | Validated: Mon 13 May  
2013 | Status: Pending Consideration

### [Re-point walls of house; render chimney breast at level to match existing; erect scaffolding and install circular window to bathroom](#)

4 Hillhead Lerwick Shetland ZE1 0EJ

Ref. No: 2013/161/LBC | Received: Mon 13 May 2013 | Validated: Mon 13 May

### [Screening Opinion](#)

Staney Hill Quarry Ladies Drive Lerwick Shetland ZE1 0QW

Ref. No: 2013/152/SCR | Received: Thu 02 May 2013 | Validated: Thu 02 May 2013 |  
Status: EIA Not Required