



LERWICK COMMUNITY COUNCIL

www.lerwickcc.org

CHAIRMAN

Mr Jim Anderson
66 Breiwick Road
Lerwick
Shetland ZE1 0DB

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

CLERK

Mrs Marie Sandison
Community Council Office
1 Stouts Court
Lerwick
Shetland ZE1 0AN

Tel. 01595 692447 or 07762 017828
Email: clerk@lerwickcc.org.uk

30th March 2016

Dear Sir/Madam,

You are requested to attend a meeting of Lerwick Community Council to be held in the **Town Hall Chamber**, Town Hall, Lerwick at **7pm** on **Monday 4 April 2016**.

The next meeting of Lerwick Community Council will be on Monday 2 May 2016.

Yours faithfully,

Marie Sandison

Marie Sandison
Clerk to the Council

LCC Members Literature in Office

BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 29 February 2016
4. Business arising from the minutes
5. Hjaltland Housing Association Stoney Hill Development – Andrew Blackadder and Alastair Hamilton, A B Associates Ltd
6. Loot for Lerwick – Logo Competition/Application Form/PB Funding Offer
7. Correspondence
 - 7.1 Scottish Government Review of Strategic Police Priorities
 - 7.2 Community Planning under the Community Empowerment Scotland Act 2015
 - 7.3 Letter to Chief Inspector Lindsay Tulloch – Cynthia Adamson, Chair, Living Lerwick
 - 7.4 Paths for All – Stoney Hill Sign – John Duffy, Development Officer, Paths for All
 - 7.5 Da Voar Redd Up 2016 – Colin Bragg, Environmental Improvement Officer, S. A. T
 - 7.6 Build Up of Grit on Road – Dave Coupe, Executive Manager, Roads, SIC
 - 7.7 Light for Hayfield Play Park – Magnus Malcolmson, Team Leader, Leisure Facilities, SIC
 - 7.8 Bell's Brae School Trip – Cheryl Simpson, Depute Head Teacher, Bell's Brae School
 - 7.9 Royal British Legion Lerwick Pipe Band – Hon Secretary
 - 7.10 Shetland Festival of Remembrance – Major A J Taylor (Retired)
 - 7.10 By-Election Result
 - 7.11 Shetland Relay for Life – Martin Henderson
 - 7.12 Policing Questionnaire – Julian Innes, Chief Superintendent, Police Scotland
8. Planning Applications
 - 8.1 2016/040/PPF – Erect Bio Mass heating cabin and underground district heating pipework – Shetland Recreational Trust, Clickimin Centre, North Lochside – North Fish (Shetland) Ltd
 - 8.2 2016/097/PPF – To extend existing dwelling house, form vehicle access from the street and create driveway – 13 St Sunniva Street, Lerwick – Mr George Sutherland
 - 8.3 2016/092/PPF – Retrospective change of use for Viewforth House to be used as Management Accommodation Facility – Viewforth, 13 Burgh Rd, Lerwick – Frank Allen Strang
9. Finance
 - 9.1 Core Funding Financial Report April 2016
 - 9.2 CC Core Funding 2016/17 – Mr Micheal Duncan
 - 9.3 CDF Distribution Acknowledgement
 - 9.4 CDF Project – Letter – Mr Michael Duncan
 - 9.5 RB Electrical Quote for LED Floodlights at Clickimin Broch
10. Licence Variation
 - 10.1 Application for Variation of Premises Licence – Douglas Arms, 67 Commercial Road, Lerwick – George Hepburn, KGQ Hotels Ltd, c/o JW Grey & Co, Gremista, Lerwick
11. A.O.B

Monday 29 February 2016

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

Members

Mrs A Simpson	Mr D Ristori
Mr A Carter	Mr W Spence
Ms K Fraser	Mr A Wenger
Mr E Knight	Mr A Henry
Mr S Hay	

Additional Co-opted Student Members

Miss S Sandison	Mr I Russell
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Ex Officio

Cllr Bell	Cllr Wills
Cllr Smith	Cllr Wishart

In Attendance

Corinne Dalziel, Administration Assistant, ASCC

Chairman

Mr J Anderson, Chairman to the Council presided.

03/16/01

Circular

The circular calling the meeting was held as read.

03/16/02

Apologies for absence

Apologies for absence were received from Mr A Johnston, Mr M Peterson and Cllr M Stout.

03/16/03

Minutes

The minutes of the previous meeting were approved by Mr D Ristori and seconded by Mr A Carter.

03/16/04

Business Arising from the Minute

Mrs Simpson asked if there have been any responses from Roads regarding the flooding in Haldane Burgess Crescent, outside number 15. There is a drain in that area that appears to be blocked and the area is still below water. Mr Anderson will email Roads to see if any progress has been made on this issue.

(Action: Chair)

Mr Wenger spotted that in the previous minute, item 02/16/09 regarding plans for change of use for 24 Commercial Street from retail to cafe/coffee shop should be 24 Commercial Road, not Commercial Street.

There were no other matters arising.

03/16/05 **Police Scotland Report**

There was no one from the Police. Mr Anderson will circulate when their report is received.

03/16/06 **Harrison Square Information Panels**

Copies of the planned Harrison Square information panels were handed out to the Council and displayed on the projector for the Council to discuss. When the panels are agreed, the Lerwick panel will go on the left, the Shetland panel will go on the right and the information panels will go in the middle. Potential amendments to the panel were discussed.

It was discussed that the green dots marked notable places and the numbered points mark out visitor attractions. The Council agreed that the text is a good, large size which will be better to read in the elevated positions that the panels will take at Harrison Square.

Mr Wills advised that an update would need to be made to the panel as the Town Hall has been upgraded to a grade 'A' listed building due to its stained glass windows. Mr Wills added that it should be noted on the panel that Fort Charlotte is an 18th century fort.

It was discussed that 'Kirkabister' was marked in the wrong area on the map and should be moved to the next peninsula north.

A few islands names were not mentioned on the map, including Papa Stour and Fetlar however it was agreed that every place in Shetland may be too much for the panel. It was agreed that the panels looked good and a note of thanks was made to Douglas Sinclair who has come with the information for the panels.

Mr Anderson advised that once the corrections have been passed on, it will take roughly four weeks to create the panels. It is hoped that they will be on display in Harrison Square in the first fortnight in April. The amended panels will be emailed to council members before they go to print.

(Action: Chair)

03/16/07 **Correspondence**

7.1 South Road 30mph Speed Limit Traffic Regulation Order 2016

This order extends the existing 30 mph speed limit to the south-west by approximately 110 metres.

There were no objections.

7.2 Staney Hill Development

Andrew Blackadder was due to come to this meeting however he will come for the April meeting instead with plans, where the development can be discussed in more detail. Ms Fraser added that some comments were made about the development at the planning application stage so it may be worth to have the application available.

7.3 The Queen's 90th Birthday Beacons

Cllr Bell advised that the Shetland Islands Council will not be taking part in this project however details have been sent to all Community Councils for if they chose to take part. Participation is optional. Some Community Councils have decided to take part. Unst Community Council will be taking part as they are the most northerly Community Council.

It was agreed that there may be too many logistical issues for Lerwick Community Council taking part and that Unst Community Council would be good representation for Shetland as a whole. Lerwick Community Council made the decision to not take part in this event.

7.4 Fairer Scotland

Noted.

7.5 ASCC Meeting 9th April 2016

The ASCC meeting will be held in the Museum Auditorium on 9th April at 11am. There were no comments and nothing to add to the agenda.

7.6 Shetland Local Development Plan

Noted.

7.7 Material Planning Considerations

John Holden at Developments services emailed two links regarding material planning considerations for Community Council's information. It was agreed that this is useful information to keep noted.

7.8 Street Lights Scalloway Road Steps

The ownership of the steps was discussed. Roads have stated that it is not their responsibility, as have housing. It was considered that the path goes between council built houses, so must have been created by the council.

Cllr Smith reported that he had met with Dave Coupe to discuss this matter and will email any updates. Housing has agreed to put up two lights with motion sensors at the top of the steps as it has been agreed that these steps can be very dark and therefore create risk. The council were happy that the risk was being addressed.

(Action: Cllr C Smith)

7.9 Earth Hour 2016

The flood lights at the Clickimin Broch will be turned off for an hour at 8.30pm on 19th March 2016 in support of Earth Hour. There were no objections.

(Action: Clerk to the council)

7.11 Community Council Core Funding

Michael Duncan has emailed the Community Council to inform that core funding budgets have been approved for 2016/2017. Lerwick will be allocated the same budget as last year, £20, 923.

7.12 Community Development Fund 2016/2017

Mr Anderson informed the council that a standstill budget has been approved for the Community Development Fund scheme. It was agreed last year by the Community Council that this fund would be allocated to a one-off project if successful. Potential projects were discussed. Options included the Skate Park and lights for the Sletts.

Mr Anderson suggested the funding going towards updating the flood lights. Currently, there is an electricity bill of roughly £2,000 annually. If the current 250 watt bulbs were exchanged with 100 watt LED bulbs, roughly 60% can be saved in electricity bills. This will amount in an approximate 4 year payback. This is also a more environmentally friendly option. All were happy with this suggestion so it was agreed that Mr Anderson will approach Michael Duncan with this suggest to see if it is appropriate use of the funding.

(Action: Chair)

7.13 Mair's Quay

Lerwick Port Authority responded regarding access to Mair's Quay. Access will regularly be restricted on safety grounds. The information was noted.

7.14 Lerwick Thistle Football Club

Letters of thanks have been received from Lerwick Thistle Football club.

7.15 Smashed Broch Lights

Chris Graham passed on comments regarding the smashed lights at the Broch, which was raised with the Bells Brae pupils at assembly.

7.16 Rotary Christmas Support 2015

The Rotary Club agreed to assist the Lerwick Community Council with a £100 contribution. This was put towards a Christmas lunch for senior citizens. The Lerwick CC thanks the Rotary Club for their contribution.

7.17 Funding Opportunities

Paths for All – Community Path Grant

Grant's of up to £1,500 are available to support groups to improve and develop local paths in their community. The LCC have applied for this grant in the past and have been successful. The deadline for expression of interest is 18 March 2016 (5pm). Suggestions for this grant included improving and continuing the path along Westerloch. Mr Wenger reported that there is a dark spot in that area however proper street lights have not been put up as they would be right at the windows of the houses nearby. Mr Anderson suggested that he write to the council to ask about their plans in that area and if they are planning to carry on the path themselves.

(Action: Mr Anderson)

Cllr Wills suggested the walk way in the Twageos area. The walkway around the shore used to be open to the public however access was restricted due to there being vulnerable people living in the area. It was discussed that the access for this area could be raised with the council. Cllr Wills stated the area is used by dog walkers and children play in this area however there are no signs to indicate it is a public walk way and has become over grown. If the grant was to be used for this area, the LCC would need to first get permission to work on the area as well as evaluate the cost. This might be difficult to get completed before the deadline of the 18th March.

Cllr Carter queried if the fund could go towards grass cutting in the Twageos area. Mr Anderson advised that the grant can go towards maintenance, machinery hire and professional labour.

It was suggested that the grant could go towards dog fouling signs. It was discussed that there are none in some areas of Westerloch.

Ms Fraser suggested a sign on Staney Hill that signals which path is for the Clickimin area and which is for Cunningham Way. There could also a sign that recognises areas of interest on Staney Hill. Mr Anderson will speak with Roads to see if a sign can be put up and will get a quote.

(Action: Mr Anderson/Clerk to the council)

Yorkshire and Clydesdale Bank Foundations

Noted.

03/16/08

Planning Applications

Cllr Bell declared an interest as he is a member of the planning board.

8.1 2016/003/PPF – Proposed workshop/store, North Ness, Lerwick – Michael Stewart

Mrs Simpson advised that there had been some complaints about this proposed development with concerns about safety. It was discussed that vehicles will have to reverse all the way down that road to get out. It was difficult to tell from the plan however it appeared there was little space to reverse around the corner. There was

no dimension for that corner noted on the path. It was also a concern that fire engines would struggle to get to the area. The vapours from the fuel depot in that area were another concern.

It was agreed that there were objections to this development due to the obstruction of the walkway. There are also dimensions missing from the plans that are crucial for making a decision on the development. There is a lack of space for vehicles to turn and safety issues to pedestrian around that corner as there is a blind spot for vehicles reversing out of that corner.

(Action: Clerk to the council)

2016/014/PPF – Erect dwelling house, Garden grounds next to Leog Hse – Cecil Eunson

The access for this development will be up Leog Lane. No objections.

(Action: Clerk to the council)

2016/046/PPF – Erection of 3 storey building on the site of the former Grantfield Fire Station, comprising ground floor offices, 9 flats above and associated parking and landscaping – Grantfield, North Road, Lerwick – Grantfield Development Limited

The access for this development will be from the Toll Clock side. No objections.

(Action: Clerk to the council)

2016/048/PPF – To construct a steel frame workshop – Erik Robertson

There were no documents available for this development so therefore a decision could not be made.

2016/020/PPF – Proposed new house, 51 St Olaf Street, Lerwick – Cecil Eunson

No objections.

(Action: Clerk to the council)

03/16/09

Finance

9.1 Core Funding Financial Report March 2016

The report indicates that Lerwick Community Council has free funding of £5,478.36. It was discussed that these funds could go towards the flood lights and the sign on Staney Hill, as previously discussed. It was agreed that the lights would be a better option for now and the sign can be focused on at a later date. The lights cost £175 each, as well as roughly £50 to install and there are 16 lights in total. There is also a three year payback on the power savings. As the new lights are a different colour (cool, white) than the old lights (yellow/orange), they would have to all be upgraded at once however this does not mean all the lights have to be purchased in one go.

(Action: Chair/Clerk to the council)

There were no issues with the financial statement.

9.2 Additional Costs of Participatory Budgeting Pilot Scheme

All present agreed they were happy to cover the cost of this project pilot scheme and at cap at £250 was agreed.

03/16/10

Grant Applications

10.1 Lerwick Boating Club – Crane – John Manson

Mrs Simpson took over at this point as Mr Anderson, Mr Spence and Mr Knight declared an interest as they are members of the Boating Club.

It was agreed that the Lerwick Community Council would make a £2,000 donation. This was approved by Ms Fraser and seconded by Mr Ristori.

(Action: Clerk to the council)

03/16/11

Any Other Business

Grit on Roads

Mr Ristori informed that complaints have been raised about the mess of gravel on the road between the Gremista junction and the Shetland College and has been in this condition for over a year. There is also mess on the road between North Lochside and Robertson Crescent. It was suggested that this may be grit left behind after the snow.

(Action: Clerk to the council)

Dog Fouling

Mr Spence brought with him signs from Environmental Services that are due to go up to prevent dog fouling. This sign has luminous eyes and was agreed to be a very striking poster. Environmental Services are planning to target problem areas and monitor the progress of the signs. There will be 20-30 signs put up.

Street Lighting

Mr Henry reported there are three street lights in a row that have been taken down at the end of Helendale Drive. Ms Fraser also noted that there are three lights out in the Hoofields area.

Cllr Bell explained that there is a limited budget with the Shetland Islands Council at the moment so priority is given to the busier roads and junctions. He suggested writing to the council to make sure they have been reported.

Cllr Wishart advised that many lampposts were installed at the same time so are therefore becoming faulty at the same time.

(Action: Clerk to the council)

Campsite Signage

Mr Hay reported that there is still a sign for the campsite located at the Tesco roundabout.

(Action: Clerk to the council)

Lights for Hayfield Play Park

Mr Ristori enquired if it would be possible for lights to be installed at the Hayfield play park.

(Action: Clerk to the council)

Town Hall Sub-committee representative

Mr Carter explained that a representative is needed for his Town Hall subcommittee from the Lerwick Community Council and ASCC. Mrs Simpson will act as representative for LCC. This could be added to the ASCC agenda.

(Action: Clerk to the council)

Pot Holes

Mr Wenger reported there are pot holes at the end of Ladies Drive.

(Action: Clerk to the council)

New AHS Construction

Mr Wenger queried if there were any restrictions on the noise levels coming from the new school site on Sundays. Cllr Bell advised they do work at restricted times on a Sunday as they have planning permission to do so.

(Action: Clerk to 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.....

Masterplan for the Development at Staney Hill, Lerwick

Briefing Note for Lerwick Community Council from A B Associates

The Background

Over the next ten to twelve years, Staneyhill will be the focus for the development of new housing in Lerwick. Hjaltland Housing Association intends to provide a high quality development, accommodating approximately 300 new homes, to help meet future demand. There may be a small amount of non-residential development too, perhaps in the form of office space.

The ambition is to build an attractive, sustainable and integrated new neighbourhood for Lerwick, forming a distinctive and successful new place to grow, live and work.

The Site

The site extends to nearly 30 hectares and is bounded to the south-west by the old Staney Hill Road, to the south by the new school and hostel site and to the north and east by existing housing.

The Task

The site presents challenges, with its steep topography, boggy terrain and exposure to the elements. The view of it from the area of Clickimin Broch also needs to be handled with great care.

The planning consent, which was issued in 2014, requires that a Masterplan for the entire site be prepared in order to address these and other challenges. A team, of which we are part, has begun work on it.

The Team

The Masterplan team is led by local architects Redman + Sutherland, who will be assisted by:

- Iglu, an Edinburgh firm of urban and landscape designers;
- Mott MacDonald, who will advise on engineering, and
- AB Associates, who will help with public consultation and provide planning advice.

Public Engagement

Hjaltland Housing Association and the Masterplan team will want to listen to opinions and suggestions from the Community Council, from other local

organisations and from the public at large. We shall ensure, in particular, that those living close to the site are fully informed and can contribute effectively to the masterplan.

We are still finalising the consultation programme, but it will include several events between early May and the end of 2015. There will be exhibitions, drop-in sessions and workshops. We are in discussion with Anderson High School with a view to involving young people.

The consultations will take place at three main stages:

1. Initial Ideas for the development of the site, taking account of the opportunities and challenges
2. Consideration of Draft Options
3. Review of the Draft Masterplan

We shall use several tools in order to elicit people's views. As well as the drop-in sessions and workshops, there will be a questionnaire. A website will be available and there will probably be various opportunities via social media, such as Facebook. As well as publishing the final Masterplan, we'll also prepare a report that summarises the views that have been expressed and explains how account was taken of them.

Purpose of this Meeting

1. to give you some advance notice of the proposed public consultation programme and activities
2. to seek your views on this programme
3. to seek your views on who should be consulted and ideas on the ways to get effective feedback from the public
4. to discuss how the Community Council wishes to engage with the consultation process

A B Associates

March 2016

Dear Jennifer and Anne-Marie,

The Lerwick Community Council were delighted with the entries received for the Logo Competition from Bell's Brae Primary School, Classes 5N & 7N and Sound Primary School Class 5A.

I am pleased to announce that the winner is Freya Masson, Class 7N, from Bells Brae Primary School. She will be receiving a Gift Voucher for £20 from The Shetland Times Bookshop. The LCC have also decided to award the three classes a cheque for £20, as a thankyou for their efforts, and allow the teacher and pupils to put it towards something for the class.

As part of the 'Loot for Lerwick' event on Saturday 21st May 10am – 1pm Islesburgh Community Centre, the community council would like to make a presentation to the prize winner and class cheques to teachers and any pupils who are able to attend on the day.

I attach the Loot for Lerwick Application Form, complete with new logo and ready for completion, if the school has something in mind.

Regards,
Marie

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Marie Sandison
Clerk
Lerwick Community Council



LERWICK COMMUNITY COUNCIL

'LOOT for LERWICK'



APPLICATION FOR FUNDING

APPLICANT DETAILS

Name of Group / Organisation	
Contact Name	
Position Held (e.g. Treasurer)	
Contact Address	
Phone Number	
Email Address	

PROJECT DETAILS

Description of your Project

How does your Project meet one or more of the Community priorities?
(as listed on back page)

'LOOT for LERWICK'

PROJECT DETAILS

How will the Lerwick community be involved in your project?

How will you deliver your project? Who will be involved? What resources are needed? When will it happen?

What will change in Lerwick as a result of your project?

How do you plan to make this project sustainable or does it have a planned end date?

‘LOOT for LERWICK’

PROJECT COSTS

Breakdown of Costs: *(NB: 100% Funding is available)*

Item / Activity	Amount
Total Cost of Project	

Please detail any other funds received / applied for, for your project:

Funding Source	Amount

How much is requested from ‘Loot for Lerwick’?	
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By signing off this application below, your organisation is agreeing to accept responsibility for putting in place or obtaining any relevant consents, policies and procedures for your project: e.g. insurance, planning permission, land ownership, compliance with Protection of Vulnerable Groups protection procedures where appropriate, etc.

How are you progressing towards meeting any necessary requirements?

Name (Please print):			
Signature:		Date:	

Please continue your application on a separate sheet of paper if there is insufficient room provided under any question.

'LOOT for LERWICK'

COMMUNITY PRIORITIES

- **Community Activity**

We will strive to increase the level of community activity that takes place in the area including social and physical activity. We will look at enhancing all opportunities for social interaction and improved health for the community to improve community cohesion.

- **Community Services**

We will build a strong confident community, which celebrates our diversity and improves support and access to services for the most vulnerable residents.

- **Community Communications**

We will encourage greater communication in our community to make the best of what we have available through keeping everyone informed about the opportunities and activities that make our community strong.

Deadline for Applications is Friday 22nd April 2016

Please return completed applications to: clerk@lerwickcc.org.uk

Alternatively: Lerwick Community Council,
1 Stouts Court, LERWICK, ZE1 0AN

Guidelines

- Applications, for **£200 - £2,000**, must be from a recognised community group or organisation.
- Projects must take place in Lerwick area and benefit its local residents.
- A member of your group / organisation **must** present your proposal to local residents at the 'Loot for Lerwick' voting event on **Saturday 21st May 2016**. This application will not be considered unless you can attend the event.
- Projects involving people from out with the area will be considered, so long as residents of Lerwick make up at least 50% of total participants.
- For assistance completing this form please contact Marie Sandison on 0776 201 7828, Jim Anderson on 0780 334 2304, or email clerk@lerwickcc.org.uk .
- If you have a project idea you would like to see funded but are not part of a group, please contact Marie Sandison or Jim Anderson.
- Projects awarded funding will be monitored and evaluated by Lerwick Community Council in partnership with the applicant.
- Projects awarded funding should where possible commence activity within 3 months of the funding decision, and must be complete by 31st December 2016.
- Funding must be used solely for the agreed purpose set out in your application and all unused funds must be returned.
- Funding must be vouched for and a project evaluation completed.



Chief Executive: Mark Boden
Executive Manager: Vaila Simpson

Mrs Marie Sandison
Clerk
Lerwick Community Council
1 Stouts Court
Lerwick
Shetland
ZE1 0AN

Grants Unit
Community Planning & Development
Solarhus
3 North Ness
Lerwick
Shetland
ZE1 0LZ

Telephone: 01595 743888

grants.unit@shetland.gov.uk
www.shetland.gov.uk

If calling please ask for
Roselyn Fraser
Direct Dial: 01595 743879

Our Ref: VS/RF
Your Ref:

Date: 17 March 2016

Dear Marie

Community Council Participatory Budgeting (PB) Project - £5,000

I am pleased to inform you that your application to drawdown the match funding recently awarded by the Scottish Government to the Council to support and build on PB in Shetland in 2016 has been approved.

You will receive £5,000 as match funding for your Community Council Participatory Budgeting project, which it is expected will support community engagement, build on participatory democracy and help tackle inequality in your area.

It is a condition of the match funding that Shetland Islands Council and Lerwick Community Council jointly provide a report to the Scottish Government by 30 June 2016 outlining how the funding was spent - noting the number of projects and participants (PB voters) for your event and the impact PB has had in your area. Where possible we have also been asked to make good use of the PB Scotland website and share any pictures and videos of the PB event.

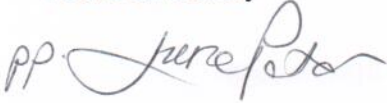
Please find enclosed the following information:

- Grant conditions
- Grant Acceptance docquet
- Project schedule

This letter is sent to you in duplicate in order that you have the acceptance docquet signed by your officer bearers. Once each officer bearer have signed the docquet, one whole copy of this grant award letter must be returned for the attention of Roselyn Fraser to this office prior to 28 March 2016, with the other being retained for your records.

Following receipt of the completed acceptance document the total amount of match funding due will be paid into your group's bank account.

Yours sincerely



Director – Development Services

Enc.

Grant conditions

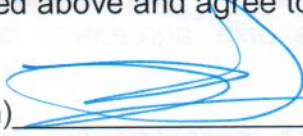
The following conditions pertain to grant recommended:-

- a) that the match funding is accepted and returned by **28 March 2016**. Failure to do so will result in the match funding being forfeited;
- b) the match funding shall be used for the purpose(s) specified. Any departure from that purpose(s) shall only happen with the prior agreement of the Director, Development Department;
- c) that no further applications for match funding shall be considered until all previous awards for match funding have been fully vouched and the evaluation form for this project has been completed and returned;
- d) that the grantee **has in place** policies and procedures for their organisation that meet the requirements of the Protection of Vulnerable Groups (Scotland) Act 2007 and which adequately address child protection and adults at risk of harm.
- e) all match funding shall be **allocated** on the PB voting day and **spent within one year** of the voting day. Any unallocated and / or unspent match funding shall be repaid to Shetland Islands Council unless prior agreement is reached with the Director, Development Department;
- f) that the grantee shall make available for inspection by Council officials any equipment, etc. pertinent to this match funding;
- g) should at any time the grantee decide to sell any item of equipment, etc. purchased by means of this grant, the grantee must inform the Director, Development Department who shall be entitled to seek reimbursement of a proportion of grant at his discretion;
- h) that all publicity material for Special Events and Development initiatives shall give recognition to the contribution of Scottish Ministers and Shetland Islands Council, Development Department, e.g. the Council crest should be included on all posters, advert etc.
- i) that the grantee shall, if and when required by Shetland Islands Council, allow any officer or agent of Shetland Islands Council, on reasonable notice, access to the premises to inspect the works for which the grant is being given, and that the grantee shall also supply such information as Shetland Islands Council may require in regard to such works;
- j) the Council shall be entitled to receive such information as it may require in regard to or in connection with any matter relating to the match funding and the grantee shall, if requested, supply the Council with such information and in particular a copy of every Balance Sheet, Income and Expenditure Account and other accounts of or relating to the grantee;

- k) the grantee shall keep proper financial records and books of account to the satisfaction of the Council and all such records and books of account in respect of the grantee shall be at all reasonable times open to the inspection of the Council through such person or persons as the Council may from time to time appoint for such purpose;
- l) that in the event of any of the foregoing conditions being breached, the Shetland Islands Council match funding may be repayable in full or in part at the sole discretion of the Director, Development Department.
- m] that the grantee shall join the on-line Shetland Community Directory website and ensure that its contact details are kept up to date;
- n) no part of the match funding shall be used to fund any activity or material which is party political in intention, use, or presentation or appears to be designed to affect support for a political party.

Grant Acceptance docquet

We, the office bearers of Lerwick Community Council have read and understood the conditions specified above and agree to accept and be bound by those conditions.

Chairperson (sign)  Dated 21/3/16

Clerk (sign) M Sandison Dated 21/3/16

The grant should be paid into the following bank account:-

Bank name and branch BANK OF SCOTLAND EDINBURGH ST. ANDREWS

Bank Sort Code 801100 Bank Account No 06074396

Project Schedule

Project Description	This grant will be used to match fund the Lerwick Community Council Participatory Budgeting project.
Total Participatory Budgeting fund	£10,000.00
Scottish Government funding	£5,000.00
Lerwick Community Council – reserve fund	£2,000.00
Lerwick Community Council – 2016/17	£3,000.00

When vouching for this match funding you must submit a copy of your 2016/17 annual accounts, which have been independently checked and certified.

Please note all income and expenditure relating to the Lerwick Community Council Participatory Budgeting project must be clearly detailed and ring fenced in the annual accounts.

Annual accounts should be submitted to the Grants Unit, c/o Solarhus, 3 North Ness, Lerwick, Shetland, ZE1 0LZ.

Dear all,

Re: What are your priorities for your police service? - A Review of our Strategic Police Priorities – Continuation of Pre-consultation Engagement to April 2016 service

Please see documents attached. This is a good opportunity to make the Scottish Police Authority aware of local issues.

Details of how to submit a response, either individually or on behalf of your community council, are outlined in cover letter attached.

I apologise if you have already received notification of this consultation through alternative channels.

Kind Regards,
Lizzie Coutts

From: Daniel.Couldridge@gov.scot [<mailto:Daniel.Couldridge@gov.scot>]
Sent: 18 March 2016 09:44
Subject: Scottish Government Review of Strategic Police Priorities - Update

Dear All,

I am contacting you with an update regarding the Scottish Governments work to the Review the Strategic Police Priorities. I would firstly like to thank all those who have taken time to respond to our call for views so far.

The initial stage of pre-consultation engagement centred around the question ‘What are your priorities for your police service?’ ran until 12 February and we have received a wide range of responses and views. We now want to continue this conversation to ensure we capture the full breadth of views and make sure that redrafted priorities take account of wider work around the planning for police services in Scotland. Therefore we will now be happy to receive responses for this pre-consultation engagement until **Friday 29 April**.

We will undertake further work during the spring and our intention is to launch a formal consultation in summer of 2016. I will contact you with more details in due course.

I have attached a short summary of the engagement we have conducted so far including some of the views we have heard with a covering letter from the Cabinet Secretary for Justice, Michael Matheson MSP.

Further information can be found on the Scottish Government webpage;

<http://www.gov.scot/Topics/Justice/policies/police-fire-rescue/police-scotland/StrategicPolicePriorities>

Please do contact me if you need any further information.

Kind Regards

Dan

Dan Couldridge
Strategy and Policy Co-Ordinator
Police Scotland Strategy Team
Scottish Government
1WR, St Andrews House
Regent Road
Edinburgh, EH1 3DG
Tel: 0131 244 7923

March 2016

What are your priorities for your police service? - A Review of our Strategic Police Priorities – Continuation of Pre-consultation Engagement to April 2016

I am writing to update on the progress made with the Review of our Scottish Strategic Police Priorities further to my previous letter of 1 December. Since the launch of our discussion paper last year to commence our programme of engagement, there has been a strong level of participation and interest to our review from a wide range of sectors and individuals across Scotland. There has been a good response in providing input, feedback and ideas across our Scottish Government communication channels to what any revised future Strategic Police Priorities should both look like and include. I would like to thank you for your engagement in this first process.

I am encouraged by this open dialogue in capturing the range of views on what is important about our police service. Our initial stage of pre-consultation engagement for responses to the discussion paper closed on 12 February. I am keen now to continue this conversation to ensure we capture the full breadth of views to make sure that redrafted priorities take account of wider work around the planning for police services in Scotland, including the SPA's Governance Review which will report later on in March. The deadline for responses is now **Friday 29 April**.

A summary of what we have done and what we have heard so far during this initial period is now available on the Scottish Government website, alongside the discussion paper and fact sheets.

<http://www.gov.scot/Topics/Justice/policies/police-fire-rescue/police-scotland/StrategicPolicePriorities>

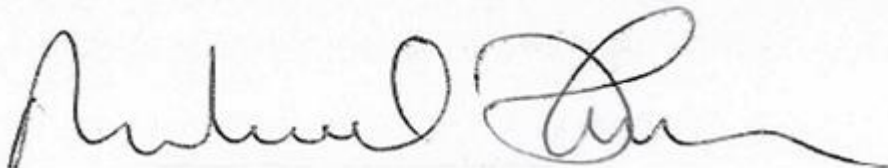
We would be happy to receive further responses. I would also be grateful if you could continue to disseminate information about this discussion through your local network of contacts, social media channels and local communities and encourage engagement. Responses can be submitted:

- by emailing: ScotPolicePriorities@gov.scot
- via the Scottish Government Digital 'Dialogue' feedback platform <https://ideas.scotland.gov.uk/strategic-police-priorities>
- via twitter using the hashtag #ScotPolicePriorities
- or you can post your views to:

Strategic Police Priorities Review
Police Division
Scottish Government
1WR St Andrews House
Regent Road
Edinburgh
EH1 3DG

If you would like any further information please call 0131 244 3545/7923 or email ScotPolicePriorities@gov.scot.

I very much welcome your ongoing support.



MICHAEL MATHESON

**What are your priorities for your police
service?**

**A REVIEW OF OUR SCOTTISH POLICE
PRIORITIES**

Summary of Engagement

March 2016

What we did

On 7th December 2015 we launched the first stage of engagement for the Review of our Scottish [Strategic Police Priorities](#). This centred around the question: 'What are your priorities for your police service?'. The document was published on the Scottish Government [webpage](#) and was sent to a variety of stakeholders including local authority police scrutiny committees, all MSP's, senior police officers, Scottish Police Authority (SPA) Board members and staff, and various other stakeholders including a range of third sector organisations.

The Strategic Police Priorities are intended to clearly incorporate the contribution which policing can make to achieve the Scottish Governments [Purpose](#) and [National Outcomes](#) and the related outcomes in the Scottish Governments [Justice Strategy for Scotland](#).

The four current strategic priorities are:

Make communities safer and reduce harm by tackling and investigating crime and demonstrating pioneering approaches to prevention and collaboration at a national and local level.

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

Strengthen Scotland's reputation as a successful and safe country by demonstrating excellence in effectively planning for and responding to major events and threats.

Work across national, international, and organisational boundaries to ensure the Commonwealth Games and other important events are safe and secure; contribute effectively to multi agency arrangements to deal with emergencies; and minimise threats to our communities arising from extremism and serious organised crime.

Provide an efficient, effective service focused on protecting frontline services, delivering the benefits of police reform, and promoting continuous improvement.

Deliver the three benefits of reform and work with others to ensure that the criminal justice system is fair and accessible, using science, technology and innovation to support the delivery of an effective and efficient police service.

Make communities stronger and improve wellbeing by increasing public confidence and reducing fear of crime, making the new Police Service of Scotland an exemplar of visible, ethical and responsive policing.

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

The first stage of engagement was an informal consultation, intended to prompt a general discussion about what is important about policing for people and organisations from across Scotland. Our aim is to hear from people about what they believe the priorities are for Police Scotland in the next few years. We also asked people to share this message widely through their own local areas to encourage as many people and organisations as possible to have their voice heard in this important conversation.

Scottish Government officials also attended a number of Local Authority Police Scrutiny Committee meetings and conducted a workshop with the YoungScot Police Scotland Youth Advisory Panel.

The deadline for responses was set as 12th February 2016 although responses received since that date have also been received and considered. A total of 53 responses have been received so far by email and 15 ideas have been posted on the Scottish Government's online policy ideas platform ['Dialogue'](#).

We are very grateful to all those who have taken the time to respond and engage in this work so far.

What we heard

Written Responses

In responding to the question ‘What are your priorities for your police service?’ the responses and conversations generally either focussed around the high level ambitions for policing or on specific operational issues.

The following table brings together some of the main points that were raised with regards to both the overall objectives of policing and operational priorities.

Ambitions for our Police Service	Specific Operational Issues Raised
<ul style="list-style-type: none">•Enforcement•Upholds law and order•Prevent crime•Detect offenders•Protect the public•Communication•Represent communities•Community safety•Work with all equality groups•Engender Trust/confidence•Local knowledge•Visible•Partnership working/collaboration•Communication•Accountability/scrutiny•Local resilience•Sustainability•Local priorities and needs•Flexibility/adaptability•Transparency•Strong governance arrangements•Accessible	<ul style="list-style-type: none">•Call centres•Local police stations/offices•Drink driving•Rural crime•Missing persons•Theft•Vandalism•Beat policing•Drug and alcohol use•Kerb crawling•Financial crime•Fraud•Violence against women/domestic abuse•Prostitution•Antisocial behaviour•Cyber crime•Burglary•Wildlife crime•Honour crimes•Resourcing of local policing•Accessibility of 101 services•Road safety•Major events

Figure 1 - Summary of Points raised during engagement

Wider Conversation

Many of the responses and conversations that officials had around the first stage of engagement have also considered how relevant the current Strategic Police Priorities are. Generally those discussions reflected the view that that the current priorities contain fundamentally sound themes and have provided a solid framework for the first years of the operation of the single force and the SPA. There was general agreement that the priorities should be refreshed and updated to ensure that they remain relevant.

Some conversations focussed on how performance against the Strategic Police Priorities is measured. This is an important point and relates to how the priorities work as part of a broader system of planning for policing in Scotland. The priorities are reflected in the [Strategic Police Plan](#), developed by the SPA, which sets objectives for policing in Scotland and link to the [Annual Review of Policing](#), which is also conducted by the SPA. The purpose of the Annual Review is to give the Scottish Government and other stakeholders a clear position of progress against the Strategic Police Priorities and a statement on the direction for policing for the next year of operation.

Other views about how the priorities should be revised included:

- The previous police priorities encompassed a lot and there is an opportunity for these to be more focussed and strengthened
- The priorities should be aspirational and ambitious but also link to local police plans

Other Factors

In addition to what we have heard during our initial engagement we will also bear in mind how national and strategic issues fit as part of the revised priorities. Issues such as counter terrorism, resilience, serious organised crime and addressing emerging threats such as online crime may not always appear immediately relevant to local communities but will be important components in what a national police service is expected to deliver.

Some of the ambitions expressed for our police services cover fundamental functions of the police such as prevention, enforcement and wider collaborative working. These themes are linked to the four key elements of [public service reform](#) in Scotland;

- People
- Partnership
- Prevention
- Performance

As our work moves forward we will seek to discuss with stakeholders how the revised priorities can appropriately cover all of the key expectations we have heard for policing in Scotland, the level of detail that should be included at this strategic level and how they support clear performance reporting as part of a strong governance structure for police services.

The Next Steps

Over the next few years there are some other workstreams that relate to the wider this work including;

- The chair of the SPA, Andrew Flanagan, has been tasked to conduct a review of police governance at a national level supported in this task by a reference group to contribute views and suggestions. The aim of the review is to ensure that robust accountability arrangements are in place focussing on four key areas;
 - Ensuring local interests are effectively represented in national scrutiny processes;
 - Ensuring the SPA has the appropriate structures and skills to undertake effective scrutiny;
 - Ensuring the SPA, HMICS, the Scottish Government and the Parliament have the material and data required to hold Police Scotland to account; and
 - Reviewing the way the SPA works with other stakeholders to ensure its approach is rooted in partnership and contributes to wider objectives across the public sector.

The review will also report in spring 2016.

- The new Chief Constable and senior officers will undertake a new programme of scrutiny sessions to provide more direct local accountability for the performance of policing in local areas. It is proposed these will be organised across the three Police Scotland territorial regions – North, East and West – enhancing the connection between national and local policing priorities.
- Review/Revision of the SPA's Strategic Police Plan
- Work with the SPA to consider the changing demands on Scottish policing which is due to report in summer 2016.

We want to continue the first stage of the conversation to shape redrafted Strategic Police Priorities. This will also allow the opportunity to further take account of the related work referred to above around the planning for Police Services in Scotland as it develops. We will continue the conversation with those engaged with policing at a local level including Community Planning Partnerships and Local Scrutiny Committees. In order to do this we will undertake further work during the spring and our intention is to launch a formal consultation in summer of 2016.

To keep the conversation going we would be happy to receive further responses about 'What your priorities for your police service?' until **29 April 2016**.

Further Information and How to Respond

The discussion paper and fact sheets to assist responses are still available on the Scottish Government webpages;

<http://www.gov.scot/Topics/Justice/policies/police-fire-rescue/police-scotland/StrategicPolicePriorities>

For further information please call 0131 244 3545/7923 or email: ScotPolicePriorities@gov.scot.

You can have your say by:

- emailing: ScotPolicePriorities@gov.scot
- via the Scottish Government Digital 'Dialogue' feedback platform <https://ideas.scotland.gov.uk/strategic-police-priorities>
- via twitter using the hashtag #ScotPolicePriorities
- or you can post your views to:

Strategic Police Priorities Review
Police Division
Scottish Government
1WR St Andrews House
Regent Road
Edinburgh
EH1 3DG

From: Iain.Murray@gov.scot [<mailto:Iain.Murray@gov.scot>]

Sent: 17 March 2016 15:08

To: Iain.Murray@gov.scot

Subject: Community Planning under the Community Empowerment (Scotland) Act 2015 – Consultation on Guidance and Draft Regulations

Community Planning under the Community Empowerment (Scotland) Act 2015 – Consultation on Guidance and Draft Regulations

The Scottish Government has today published a consultation on guidance and draft regulation for community planning under the Community Empowerment (Scotland) Act 2015. Please feel free to share with your networks and colleagues.

Part 2 of the Act imposes duties community planning partnerships and community planning partners around the planning and delivery of improved local outcomes, and the involvement of community bodies at all stages of community planning. Tackling inequalities will be a specific focus, and CPPs will produce “locality plans” at a more local level for areas experiencing particular disadvantage.

To continue improving CPPs and community planning partners should have a clear understanding of the nature and extent of improvement support they require and should understand how closely their own performance matches the ambitions and expectations in the guidance. To aid this improvement journey a portal for CPPs will be established on the Improvement Service website later in the spring. This portal will host information which captures the range of support available from across improvement agencies to further advances in community planning.

This consultation seeks views on guidance and the draft regulation on localities. It also explains the requirements of the Act and provides pointers to best practice. We expect that final regulations will be laid before the Scottish Parliament in September 2016.

The consultation paper is available on the Scottish Government consultation hub at <https://consult.scotland.gov.uk/community-empowerment-unit/community-planning-guidance> The closing date for responses is **13 June 2016**.

I would be grateful if you could publicise this consultation to your relevant networks.

Please be aware that this is one of several consultations being issued this month on different aspects of the Community Empowerment Act. They are all available through the consultation hub, <https://consult.scotland.gov.uk> Further information and contacts on the various parts of the Act are available on the Scottish Government website at <http://www.scotland.gov.uk/Topics/People/engage>

If you have any questions please contact CommunityPlanningGuidance@gov.scot
You can also follow us on Twitter, @CommEmpower.

We look forward to hearing your views.

Iain Murray | Community Planning and Empowerment Unit | Public Service Reform & Public Bodies Division | Scottish Government | [✉ Iain.Murray@gov.scot](mailto:Iain.Murray@gov.scot) [☎ 0131 244 4956](tel:01312444956)

Chief Inspector Lindsay Tulloch
Lerwick Police Office
Market Street
Lerwick, Shetland
ZE1 0JN

16th March 2015

Dear Mr Tulloch,

Enforcement of Commercial Street Pedestrianisation Order

As you know, Living Lerwick directors have always held the view that enforcement of the Pedestrianisation Order in Commercial Street is essential to public safety.

We know that you do random enforcement but currently feel more is needed. The free for all which Commercial Street (particularly the area around the market cross) has become is negatively affecting public perception. Cars lie abandoned wherever people choose to leave them, which results in pedestrians having to negotiate these as well as moving traffic. This situation encourages drivers to take the attitude that cars take precedence over pedestrians. In a built up environment like Commercial Street with many lanes and doorways, that attitude just isn't safe. We are expecting a record number of cruise ships (74) this year which should see more visitors than ever on the street and add to the potential risk.

We are aware that the incident involving an elderly man on 14th March was after the hours covered by the pedestrianisation order. However, the root cause is likely to be linked to the prevailing perception of the area, whereby people see it as a place where drivers can do whatever they like with little or no fear of reprisal.

We think a media campaign to improve public perception and safety in the area has been suggested before. Living Lerwick would be keen to assist with this and any other actions you wish to take aimed at improving the situation where you think our input would be useful.

Yours sincerely



Cynthia Adamson
Chair, on behalf of the Living Lerwick Board

c.c. Dave Coupe, SIC Roads
Lerwick Community Council
Tavish Scott, MSP
Alistair Carmichael, MP



7 Mounthooly Street
Lerwick, Shetland, ZE1 0BJ

T: 01595 696932
E: info@livinglerwick.co.uk
W: www.livinglerwick.co.uk

Hi Marie - many thanks for your interest in the Paths for All Community Paths grant scheme. We have reviewed your completed Expression of Interest form and are pleased to invite your group to make an application to our Community Paths Grant scheme.

Please find attached:

- An application form
- Guidance and Grant Criteria information
- Estimating Price Guide

The closing date for applications is 5pm on the 29 April 2016. Please return your application to communitypaths@pathsforall.org.uk.

Kind regards, John

Development Officer

Are you interested in **improving**, **maintaining** or **promoting** paths? Check out our new [community path grant scheme](#)

Like us on [facebook](#) to get our latest updates.

Follow us on Twitter [@PathsforAll](#)



Consider the environment - think before you print

Paths for All Office 8 Forrester Lodge Tullibody Road Alloa FK10 2HU

t: 01259 218 888 f: 01259 218 488 w: www.pathsforall.org.uk

Paths for All is a partnership organisation; for a full list of our current partners please visit our website www.pathsforall.org.uk.

Paths for All Partnership is a recognised Scottish Charity No: SC025535 and a Company Limited by Guarantee No: 168554 incorporated 19 September 1996 at Companies House, Edinburgh.
Registered Office: Office 8, Forrester Lodge, Tullibody Road, Alloa FK10 2HU

Dear Community Councils,

Da Voar Redd Up 2016

This year's date for Da Voar Redd Up has been set for **23rd & 24th April, 2016.**

Last year 4,572 participants volunteered more than 17,602 man hours to collect nearly 58.5 tonnes of bruck from roadside verges, beaches and coastline.

What has been achieved through Da Voar Redd Up is quite incredible, with over 1700 tonnes of bruck being removed from our countryside since it started. Groups which participated last year have been issued with registration forms. New groups, or those which could not take part last year, can register online at: www.shetlandamenity.org/da-voar-redd-up.

Shetland's Community Councils play a vital role in Da Voar Redd Up by valuing and encouraging local groups to participate in Shetland's annual clean up through sponsoring local groups and organisations. I write to tell you that we will be following the normal procedure this year, contacting you with a detailed breakdown of Redd Up groups, volunteer numbers, bruck removed and dates once all of our statistics have been compiled.

We have informed Redd Up groups that, due to further budget cuts, Community Councils may not be able to sponsor Redd Up groups to the same level as previous years, if at all, and that if they have any concerns about this to contact their Community Council directly.

I have attached a 2016 Redd Up poster and new group registration form for your use, please distribute as required. If you would like further information on the 2016 Voar Redd Up please log onto our website: www.shetlandamenity.org/da-voar-redd-up or contact me at the Trust on tel: 01595 694688.

Yours sincerely,

Colin Bragg

Colin Bragg
Environmental Improvement Officer
Shetland Amenity Trust, Garthspool,
Lerwick, Shetland, ZE1 0NY
Tel: (01595) 694688
Mob: 07884 334 514



The Shetland Amenity Trust is a registered Scottish charity, No: SC017505



Executive Manager: Dave Coupe
Director: Maggie Sandison

Lerwick Community Council
Per, Mrs Marie Sandison, Clerk
Community Council Office
Stouts Court
Lerwick

Roads
Infrastructure Services Department
Gremista
Lerwick
Shetland
ZE1 0PX

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

If calling please ask for
Neil Robertson
Direct Dial: 01595 744875
Email:
neil.robertson@shetland.gov.uk

Our Ref: NR/SM/G/Y8
Your Ref:

Date: 25 March 2016

Dear Mrs Sandison

Build Up of Grit on Roads

In response to your letter of 5th March and particularly in response to the above, I can report that we actively monitor the situation and are in regular contact with the main contractor at Holmsgarth new pier works.

The current problem has been exacerbated by the weather which has reduced the effectiveness of their wheel washing and sweeping measures. I have contacted them again today and asked them to review the situation and report back to me with whatever changes they propose to improve the situation, in particular regarding the build up of grit on the footway.

The project manager of the new Anderson High School works has also been advised of his responsibility to ensure that no mud arising from vehicles accessing or exiting the site is deposited on the road. He has also undertaken to sweep the road as required.

The Campsite sign at the Tesco Roundabout will be removed as soon as can be arranged and I have reported the issue of blocked gullies in Robertson Crescent to the maintenance engineer responsible, who will ensure this is also attended to.

I hope this is satisfactory for your requirements, but if you have any further queries, please feel free to give me a call give me a call.

Yours sincerely

Executive Manager, Roads

From: magnus.malcolmson@shetland.gov.uk
To: clerk@lerwickcc.org.uk
Subject: RE: Light for Hayfield Play Park
Date: 18 March 2016 10:24:04

Hi Marie,

Lighting at Hayfield play area is something we have looked at in the past but wouldn't be considering again in the future.

Across the UK lighting isn't generally installed in play areas, and governing bodies actually advise against it. It has been proven that there are more accidents in poorly lit play areas than in play areas with no lighting.

To light the play area properly and make it safe enough to use, a substantial arrangement of floodlights would have to be installed. There are various implications which would prohibit us installing this type of lighting system – installation cost, maintenance cost and potential issues with neighbouring properties.

I hope this information is useful.

Regards

Magnus

Magnus Malcolmson
Team Leader - Leisure Facilities
Sport & Leisure Service, Shetland Islands Council
Hayfield House, Hayfield Lane
Lerwick, Shetland, ZE1 0QD

Tel 01595 744047
E-mail magnus.malcolmson@shetland.gov.uk
Web www.shetland.gov.uk/sport

From: Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]
Sent: 17 March 2016 11:51
To: Malcolmson Magnus@Sport & Leisure
Subject: Light for Hayfield Play Park

Dear Magnus,

Light for Hayfield Play Park

Please find attached letter, for your attention.

Regards,



**Shetland
Islands
Council**



Mrs J Wadley
Head Teacher

BELL'S BRAE PRIMARY SCHOOL
LERWICK, SHETLAND, ZE1 0QJ
Tel Lerwick (01595) 743720
E.mail: bellsbrae@shetland.gov.uk
Website: www.bellsbrae.shetland.sch.uk

15 February 2016

Dear Sir/Madam

Bell's Brae School Trip Edinburgh 2016

This year we are planning to take our primary 7 pupils on a school trip to Edinburgh in June. We will travel south on the boat departing Lerwick on Sunday **5th June** and return on the morning of Saturday **11th June 2016**. The school trip offers pupils the chance to visit many new places and experience the opportunity to become more independent in a new setting before they move on to Secondary school.

The cost of the trip will be £420.00 per pupil. The pupils have already undertaken a lot of fundraising to meet additional costs (staff to accompany pupils, activities, etc).

I am writing to enquire whether you would be able to provide some funding towards meeting the cost of the trip for one of our pupils whose parents are finding it difficult to meet the costs. Any contribution you could make would be gratefully received.

Yours faithfully,

Cheryl Simpson
Depute Head Teacher



Royal British Legion Lerwick Pipe Band

C/O Royal British Legion Lerwick

Commercial Road

Lerwick
Shetland
ZE1 ONL
21 March 2016

Clerk to Lerwick Community
Council
Lerwick ZE1 0AN

Dear Sir,

Application for Financial Assistance

Lerwick Pipe Band is currently struggling to replace some 25-year-old old and worn items of equipment – principally uniforms and drums.

This is an expensive business and we have decided on a programme of gradual replacement backed by fundraising. The target for this year is to replace two band uniforms at the cost of £1,930. (details below). There are some 10 young people and at least 10 adults currently taking instruction/playing in piping and drumming. We were extremely grateful in the past with your assistance with the junior members of the band and now we are replacing/adding uniforms/equipment for young adults and seniors.

The Band funds presently total just under £1,000 and we would be grateful for any contribution Lerwick Community council could make to assist the Band. We have arranged some fundraising events to assist with further additions to equipment.

Yours sincerely

Hon Secretary



Royal British Legion Lerwick Pipe Band

Quotation for replacement uniforms from Phyllis Ross, Highland Dress Supplier

Lerwick pipe Band.

Prices per single item :-

Argyll Jacket	£295
Kilt	£550
Belt	£20+
Buckle	£20+
Sporran	£50
Glengarry	£30+

**From: Maj (retd) A J Taylor
QGM**

Su Stanes
Hillside
Voe
Shetland
ZE2 9PT

Tel: 01806 588383
Mob: 07887 423965

9 March 2016

Marie Sandison
Community Council Office
1 Stouts Court
ZE1 0AN

Dear Ms Sandison

Shetland Festival of Remembrance – Saturday 12 November 2016

Throughout 2014-2018, Shetland is commemorating the centenary of events occurring during WWI. A proposal was put to the Lord Lieutenant and the Convenor that Shetland should hold a 'Festival of Remembrance', similar to that held each year in the Royal Albert Hall the night before Remembrance Sunday. The above date was selected because on the 13 November 1916, Shetland suffered its greatest single loss of life in one day, with sixteen soldiers killed.

I organise the Remembrance Sunday proceedings in Lerwick each year and the Lord Lieutenant has asked me to coordinate this, a Shetland wide event, which will be produced using volunteer effort and the participation of many groups throughout Shetland. The event is to be held in the Clickimin Centre between 18.30 to 20.00 hours, thus allowing time for anyone wishing to attend from the Isles to catch return ferries.

Early indications are that there will be considerable initial expenditure for hire of venue, staffing, publicity and programme production to mention only a few items. I am seeking some financial support/sponsorship for this, one off event, in order that Shetland can honour the sacrifice of those who were lost, not only in 1916, but throughout the conflict.

Entry to the event will be free, but ticketed on a first come, first served basis with each sponsor being allocated four complimentary tickets in recognition of their support. There will be a 'retiring collection' on the night which will be added to any surplus sponsorship monies for disbursement between Service Charities.

Cheques for sponsorship should be made payable to, "Shetland Islands Council" and sent to the Town Hall annotated, "for the attention of Anita Sparrow", indicating 'Festival Sponsorship'.

Thank you in anticipation.

Yours sincerely



John Taylor



Returning Office: Jan-Robert Riise

Ms Marie Sandison
Community Council Office
Stouts Court
LERWICK
Shetland
ZE1 0AF

Our Ref: A7/4 AC/RJM
Your Ref:

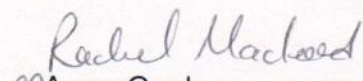
Dear Ms Sandison

Community Council By-Election 2016

Following the close of nominations for the recent Community Council By-Elections, there were no Nomination Forms returned for the existing vacancies within your Community Council area. Therefore, the Community Council is now in a position to co-opt.

I have enclosed a Notice of Uncontested By-Election, which should be placed in a prominent place in the community.

Yours sincerely


Anne Cogle
Depute Returning Officer

Enc

Governance and Law
Corporate Services
8 North Ness Business Park
Lerwick
Shetland
ZE1 0LZ

Telephone: 01595 744550
Fax: 01595 744585
returning.officer@shetland.gov.uk
www.shetland.gov.uk

If calling please ask for
Anne Cogle
Direct Dial: 01595 744066

Date: 17 February 2016

SHETLAND ISLANDS AREA

NOTICE OF UNCONTESTED BY-ELECTION

COMMUNITY COUNCILS

As not more than the requisite number of candidates were validly nominated for each of the said Community Councils, there will be NO POLL therein and not later than 11 a.m. on Thursday 24 March 2016 (the day of election) the said candidates shall be declared to be an elected Councillor of the appropriate Community Council of the SHETLAND ISLANDS AREA.

Candidate's

Surname Other Names in full Address

BRESSAY

2 Vacancies

NO NOMINATIONS RECEIVED

DELTING

4 Vacancies

NO NOMINATIONS RECEIVED

FETLAR

1 Vacancy

Kreska	Avalina	9 Stakkafletts, Fetlar, Shetland ZE2 9DJ
--------	---------	--

LERWICK

2 Vacancies

NO NOMINATIONS RECEIVED

TINGWALL, WHITENESS AND WEISDALE

5 Vacancies

Robertson	Robert	Seacrest, Breiwick, Tingwall, Shetland ZE2 9SF
Silver	Darren William	11 Veensgarth, Tingwall, Shetland ZE2 9SB
Tulloch	Linda	Westerhouse, Olligarth, Whiteness, Shetland ZE2 9GJ

JAN-ROBERT RIISE
Returning Officer
8 North Ness Business Park
Lerwick
ZE1 0LZ

returning.officer@shetland.gov.uk

26 February 2016

From: [Jim Anderson](#)
To: "[Clerk to Lerwick Community Council](#)"
Subject: RE: Relay For Life- Paint the town purple
Date: 04 March 2016 16:01:20

I'd reply that we are happy in principle but will need to ratify at April meeting.

Regards

Jim

From: Clerk to Lerwick Community Council [mailto:clerk@lerwickcc.org.uk]
Sent: 03 March 2016 23:44
To: Jim Anderson
Subject: FW: Relay For Life- Paint the town purple

Just wondering about this. Shall I reply now or add to next agenda?

Regards,
Marie

From: Shetland Relay [mailto:shetlandrelaychair@yahoo.co.uk]
Sent: 29 February 2016 16:06
To: clerk@lerwickcc.org.uk
Cc: jim@filsket.me.uk; averil.simpson@gmail.com
Subject: Relay For Life- Paint the town purple

Hi

During the 2 weeks prior to the Relay For Life Shetland on the 28th May 2016 we are staging Paint the Town Purple and as part of this we would like to illuminate the Clickimin Broch purple during the night.

Can you let us know if you are agreeable to this.

Many Thanks
Martin

4th March 2016



Divisional Co-ordination Unit
Highland and Islands Division
Police HQ
Old Perth Road
INVERNESS
IV2 3SY

HighlandIslandLocalAuthLiaison@scotland.pnn.police.uk

To: Community Councils in Highland and Islands

Policing Questionnaire

As part of our ongoing consultation process I am writing to all Community Councils with the attached questionnaire. You play a pivotal role in shaping communities and therefore have a key input to local policing.

Without doubt, through the ongoing support and participation of our communities we as Police Scotland are better placed to ensure that people in the Highland area continue to be safe and feel safe in their communities.

Your responses will assist us in shaping the policing priorities for your area over the next year. I would be grateful if you could complete the attached questionnaire and return to me via e-mail/post at the above address not later than **30th April 2016.**

Thank you for your commitment and continued support.

Yours sincerely



Julian Innes
Chief Superintendent
Highland and Islands Divisional Commander

Clerk to Lerwick Community Council

From: development.management@shetland.gov.uk
Sent: 02 March 2016 17:23
To: Planning.Flooding.Drainage.Coastal@shetland.gov.uk; foodsafety@shetland.gov.uk; kevin.serginson@shetland.gov.uk; roads.traffic@shetland.gov.uk; clerk@lerwickcc.org.uk
Subject: Planning Consultation 2016/040/PPF

Dear Sir/Madam,

Planning Ref: 2016/040/PPF
Proposal: Erect Biomass heating cabin and underground district heating pipework
Address: Shetland Recreational Trust, Clickimin Centre, North Lochside, Lerwick, Shetland, ZE1 0PJ
Applicant: North Fish (Shetland) Ltd
Date of Consultation: 02 March 2016

This e-mail is a formal consultation under the Town and Country Planning (Scotland) Acts. All plans can be viewed on:

<http://pa.shetland.gov.uk/online-applications/>

The consultation period is 14 days, but if you have any queries please contact Marion Bryant, Support Officer on development.management@shetland.gov.uk or 01595 744864.

Consultation replies should be sent to: development.management@shetland.gov.uk.

We appreciate that it may not always be possible to give a full response within the 14 days. If this is the case, please email development.management@shetland.gov.uk to indicate your continuing interest in the proposal.

If there are any problems with the e-consultation process, please get in touch.

Iain McDiarmid
Executive Manager - Planning Service
Shetland Islands Council
8 North Ness Business Park
Lerwick
ZE1 0LZ

Clerk to Lerwick Community Council

From: Hannah.Chapman@shetland.gov.uk on behalf of
development.management@shetland.gov.uk
Sent: 24 March 2016 16:11
To: roads.traffic@shetland.gov.uk; clerk@lerwickcc.org.uk
Subject: Planning Consultation: 2016/097/PPF

Dear Sir/Madam,

Planning Ref: 2016/097/PPF
Proposal: To extend existing dwelling house, form vehicle access from the street and create driveway.
Address: 13 St Sunniva Street, Lerwick, Shetland, ZE1 0HL
Applicant: Mr George Sutherland
Date of Consultation: 24/03/2016

This e-mail is a formal consultation under the Town and Country Planning (Scotland) Acts. All plans can be viewed on:

<http://pa.shetland.gov.uk/online-applications/>

The consultation period is 14 days, but if you have any queries please contact Marion Bryant, Support Officer on development.management@shetland.gov.uk or 01595 744864.

Consultation replies should be sent to: development.management@shetland.gov.uk.

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If there are any problems with the e-consultation process, please get in touch.

Iain McDiarmid
Executive Manager - Planning Service
Shetland Islands Council
8 North Ness Business Park
Lerwick
ZE1 0LZ

Clerk to Lerwick Community Council

From: Hannah.Chapman@shetland.gov.uk on behalf of
development.management@shetland.gov.uk
Sent: 30 March 2016 12:32
To: foodsafety@shetland.gov.uk; roads.traffic@shetland.gov.uk; clerk@lerwickcc.org.uk
Subject: Planning Consultation: 2016/092/PPF

Dear Sir/Madam,

Planning Ref: 2016/092/PPF
Proposal: Retrospective change of use for Viewforth House to be used as Management Accommodation Facility
Address: Viewforth, 13 Burgh Road, Lerwick, Shetland, ZE1 0LA
Applicant: Frank Allen Strang
Date of Consultation: 30 th March 2016

This e-mail is a formal consultation under the Town and Country Planning (Scotland) Acts. All plans can be viewed on:

<http://pa.shetland.gov.uk/online-applications/>

The consultation period is 14 days, but if you have any queries please contact Marion Bryant, Support Officer on development.management@shetland.gov.uk or 01595 744864.

Consultation replies should be sent to: development.management@shetland.gov.uk.

We appreciate that it may not always be possible to give a full response within the 14 days. If this is the case, please email development.management@shetland.gov.uk to indicate your continuing interest in the proposal.

If there are any problems with the e-consultation process, please get in touch.

Iain McDiarmid
Executive Manager - Planning Service
Shetland Islands Council
8 North Ness Business Park
Lerwick
ZE1 0LZ

LERWICK COMMUNITY COUNCIL

Core Funding Financial Report as at 30 March 2016

<u>INCOME</u>	£	£
Balance at at 1 April 2015		16,725.63
SIC Core Funding Grant 2015-16		20,923.00
SIC Community Development Funds (Distribution & Project)		4,000.00
Sale of TH Guides		52.50
Sale of LCC Ties		0.00
Photographs LCC Members		30.00
SIC - Digital Images		25.20
Rotary Club of Shetland		100.00
		41,856.33

<u>EXPENDITURE</u>	£	£
Office Costs	3,548.55	
Employment Costs	9,309.60	
Administration	1,307.74	
Accountancy	300.00	
Misc.	120.00	
Grants/Projects	14,424.48	
CDF Distrib & Project £965.96 Northern Focus Parkour unrepresented	2,426.72	
		31,437.09
		10,419.24

<u>REPRESENTED BY</u>	£
Bank Balance as at 23.02.16	10,430.24

Indication of Free Funds:

Main Annual Running Costs - Amended Forecast - £15,153.60	
Amended Budget Remaining	0.00
Annual Grants & Projects Amended Forecast £2380.22	
Amended Budget Remaining	0.00

Committed Funding:

PB Pilot Scheme from Core Funding '15/16	1,192.68
PB Pilot Scheme from CDF '14/15 and CDF '15/16	807.32
PB Pilot Scheme Additional Funds	250.00
Filsket Riding Club	600.00
Community Development Funding Distribution '15/16	800.00
Replacement LED Floodlights for Clickimin Broch	4,524.00
Renewal of damaged office floorcoverings	490.00
Repair of office ceiling	200.00
	8,864.00
Estimated Free Funds	1,566.24



Chief Executive: Mark Boden
Executive Manager: Vaila Simpson

Mrs Marie Sandison
Clerk
Lerwick Community Council
Community Council Office
1 Stouts Court
Lerwick
Shetland
ZE1 0AN

Grants Unit
Community Planning & Development
Solarhus
3 North Ness
Lerwick
Shetland
ZE1 0LZ

Telephone: 01595 743888

grants.unit@shetland.gov.uk
www.shetland.gov.uk

If calling please ask for
Mr Michael Duncan
Direct Dial: 01595 743828

Our Ref: VS/MD/58401/F6.1
Your Ref:

Date: 22 February 2016

Dear Marie

Community Council Core Funding

Reference number: 578/4455

I am pleased to inform you that your application was considered by officers of Community Planning & Development Service under delegated authority for this scheme, and it has been agreed to award a grant of up to £20,923.00. This funding shall be used for core costs as detailed in the Grant schedule below.

Please find enclosed the following information:

- Grant terms and conditions
- Grant acceptance docquet
- Grant schedule

This letter is sent to you in duplicate in order that you have the Grant Acceptance docquet signed by your Chairperson. Once the form has been signed, one whole copy must be returned to this office prior to 4 April 2016, with the other being retained for your records.

Following receipt of the completed acceptance docquet, the total amount of grant due will be paid into your Community Council's bank account.

Yours sincerely


Director – Development Services

Enc.

COMMUNITY COUNCIL GRANT - TERMS & CONDITIONS

1. Administration Grants, Environmental Services Grants, Local/District Bodies Grants and Roads Grants may only be used by Community Councils for the purpose identified for each of them in the Guidelines and Best Practices paper, and insofar as each Community Council is statutorily empowered. The only exception to this condition is that money may be transferred from one type of Grant to any other, subject to the virement rules set out below.
2. Where it is not clear whether an item which will give rise to expenditure is eligible for support from any of the Grants, the matter should be referred in advance to the Executive Manager – Community Planning & Development, who will either provide direct advice or obtain it from the Shetland Islands Council, as appropriate.
3. Community Councils must ensure that they have proper procedures in place to comply with the Council's policy on Following the Public Pound.
4. Community Councils must ensure that they have proper procedures in place to comply with the Protection of Vulnerable Groups (Scotland) Act 2007 legislation.
5. Balances of Shetland Islands Council Grant (or income earned thereon) held by Community Councils as at 31 March of any given year, will not be taken into account for the Grants distribution the following year, but will be considered by the Council when it sets its distribution for the year after.
6. Shetland Islands Council Grants (or income earned thereon) should be held in suitable bank or building society accounts in the name of the Community Council, and should not be transferred to any other bodies created by, or controlled by, the Community Council. Balances on any such accounts in existence should have been utilised and the bodies and accounts in question wound up by 31 March 2000.
7. The Shetland Islands Council undertakes to make the Grants distribution to Community Councils as early in the new financial year as possible, providing that all terms, conditions and accountability requirements have been met by Community Councils.
8. Community Councils should comply with requests from authorised officers or agents of the Shetland Islands Council for the supply of such information as is required for the proper monitoring of the grant.
9. Shetland Islands Council reserve the right to find out the amount of arrears debt (if any) owed to the Council by the Community Council and to withhold payment of any assistance granted until such time as the arrears have been cleared or satisfactory arrangements have been made to clear arrears.
10. In the event of any of the foregoing conditions being breached, the Council grant may be repayable (in full or part) at the sole discretion of the Council.

VIREMENT RULES


1. Community Councils are given the discretion to vire resources between one type of grant and another, subject to Guidelines and Best Practice. If, however, a virement is proposed to enhance or reduce Administration Grant, or if a virement is proposed which involves a commitment to spend beyond the current year, then this should be referred in advance to the Executive Manager – Community Planning & Development, who will either provide direct advice or obtain it from the Shetland Islands Council, as appropriate.
2. The outcome of this degree of flexibility will be carefully reviewed by the SIC. If adequate discipline is not achieved, the SIC may introduce a tight virement scheme.
3. Community Councils should make every effort to operate within the Specific Grant amounts distributed for specific purposes.

ACCOUNTABILITY

1. Basic accountability will be provided by Community Councils to the Shetland Islands Council through detailed annual accounts, audited by a person approved for the purpose by the Executive Manager – Community Planning & Development, and submitted to the Grants Unit **no later than 30 September** following the year end on 31 March.
2. These accounts should clearly identify expenditure and income under each of the Specific Grant schemes for which funding has been advanced by the Shetland Islands Council, as well as providing the usual subjective analysis and explanatory notes. A form, showing the information required, is attached for completion by the Community Council Clerk.
3. Any balance up to 10% of the grant paid out, or, £1,000 (whichever is greater) can be retained by the Community Council without justification or adjustment to the next years grant entitlement.
4. Any balance in excess of 10%, or, £1,000 (whichever is greater) may be retained (if justified) or deducted from the next years grant entitlement.
5. The justification will take the form of a written statement from the Community Council to the Executive Manager – Community Planning & Development, with adequate supporting evidence (e.g. Community Council minutes) identifying those amounts committed in respect of the current year but which will not, for specific reasons, be spent by 31 March.

GRANT ACCEPTANCE DOCQUET

On behalf of the Lerwick Community Council, I hereby agree to accept and be bound by the foregoing conditions.

Chairperson (sign)  Dated 3/3/16

The grant should be paid into the following bank account:-

Bank name and branch Bank of Scotland - Edinburgh St. Andrews
(801100)

Bank Sort Code 80-11-00 Bank Account No 06074394

GRANT SCHEDULE

Description	This funding will be used for annual running costs in financial year 2016/17.
Administration	£10,332.00
Environmental services	£356.00
Grants to local/district groups	£9,727.00
Roads	£508.00
TOTAL funding	£20,923.00

Please refer to virement rules as detailed above.



Chief Executive: Mark Boden
Executive Manager: Vaila Simpson

Mrs Marie Sandison
Clerk
Lerwick Community Council
Community Council Office
1 Stouts Court
Lerwick
Shetland
ZE1 0AN

Our Ref: VS/EM/58443/F6.1
Your Ref:

Grants Unit
Community Planning & Development
Solarhus
3 North Ness
Lerwick
Shetland
ZE1 0LZ

Telephone: 01595 743888

grants.unit@shetland.gov.uk
www.shetland.gov.uk

If calling please ask for
Mr Michael Duncan
Direct Dial: 01595 743828

Date: 10 March 2016

Dear Marie

Community Development Fund Application Acknowledgement Letter
Reference number: 578/4486

I write to confirm that we have received your application. Michael Duncan, External Funding Officer, will check it and be in touch with you in due course. In the meantime, if you have any queries, please don't hesitate to contact him on 01595 743828 or email michael.duncan@shetland.gov.uk

Yours sincerely

Elsa Manson

Resources Officer



Chief Executive: Mark Boden
Executive Manager: Vaila Simpson

Mrs Marie Sandison
Clerk
Lerwick Community Council
Community Council Office
1 Stouts Court
Lerwick
Shetland
ZE1 0AN

Our Ref: VS/EM/58450/F6.1
Your Ref:

Grants Unit
Community Planning & Development
Solarhus
3 North Ness
Lerwick
Shetland
ZE1 0LZ

Telephone: 01595 743888

grants.unit@shetland.gov.uk
www.shetland.gov.uk

If calling please ask for
Mr Michael Duncan
Direct Dial: 01595 743828

Date: 11 March 2016

Dear Marie

Community Development Fund Application Acknowledgement Letter
Project Grant - Reference number: 578/4494

I write to confirm that we have received your application. Michael Duncan, External Funding Officer, will check it and be in touch with you in due course. In the meantime, if you have any queries, please don't hesitate to contact him on 01595 743828 or email michael.duncan@shetland.gov.uk

Yours sincerely

Elsa Manson

Resources Officer

From: Michael.Duncan@shetland.gov.uk
To: clerk@lerwickcc.org.uk; jim@filsket.me.uk
Cc: Vaila.Simpson@shetland.gov.uk
Subject: Community Development Fund - information required
Date: 16 March 2016 07:35:39

Hi Marie, Jim

I refer to your CDF project application to purchase & install new low energy LED lights at Clickimin broch.

As you will recall, Lerwick Community Council has received CDF project funding from the Council over the last 3 years to produce and install a Lerwick Map, coastal walk/trail panels and information boards at key historical sites and various locations in the town centre. To date, LCC has submitted receipts for the £1,000 grant awards received in financial year 2013/14 and 2014/15 but to the best of my knowledge none of the boards or panels have been erected or installed. LCC has also still to vouch for the £1,000 CDF project award made in 2015/16.

I understand from recent media coverage that LCC is keen to proceed with the lighting improvements at the Clickimin broch later this year. However on checking your file I am concerned that LCC has not completed any of the 3 previous CDF projects it has already received funding for. As you know Lerwick Community Council has been allowed significant flexibility with the timescales for completing the project works but is unlikely we will be able to consider a further CDF project application until evidence of boards being erected is received.

Please can you vouch for the CDF award made in 2015/16? Please also confirm exactly when and where the information boards and panels etc. will be erected and explain why there has been such a delay with these projects.

Please note CDF applications for bidding Round 1 are currently under consideration so a response is required to this email within the next week or your application may be deferred to bidding Round 2.

I look forward to hearing from you.

Best regards,

Michael D

Michael Duncan
External Funding Officer

Shetland Islands Council
Community Planning & Development
Solarhus
3 North Ness

R.B
Electrical & Refrigeration

24 Bakland

Lerwick

Shetland

ZE1 0SX

TEL/FAX: 01595695084

MOB: 07769713823

VAT REG NO 880 4046 30

Lerwick Community Council
Ground Floor
Stouts Court
Lerwick
ZE1 0AN

16 Mar 2016

For the attention of Marie Sandison - Clerk

Dear Marie

Thank you for your enquiry to supply and fit replacement LED fittings at Clickimin Broch.

16 - 100w LED Floodlight Fittings	- £175.00 each
2 - Enclosures & Glands	- £ 10.00
Labour	- £960.00

TOTAL PRICE - £3770.00 (EXC VAT)

Valid for 30 days.

Yours



ROBERT BREMNER

SHETLAND ISLANDS AREA LICENSING BOARD

Clerk: Jan-Robert Riise
Depute Clerk: Susan Brunton

Ms Marie Sandison
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
www.shetland.gov.uk

If calling please ask for
Keith Adam
Direct Dial: 01595 744096

Your Ref: -
Our Ref: SI/PREM/120 DKA/JI

Date: 1 March 2016

Dear Ms Sandison

Licensing (Scotland) Act 2005
Application for Variation of Premises Licence
Douglas Arms, 67 Commercial Road, Lerwick, Shetland
Closing Date for any Objections or Representations: 28 March 2016

Shetland Islands Area Licensing Board has received an application for variation of a premises licence under the above Act and is obliged to give notice of the application to the relevant community council. I therefore attach a notice of the application received.

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.

Any objections must be lodged with the Clerk to the Licensing Board via this office by the above closing date.

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

Yours sincerely

DK Adam

Assistant Clerk to the Licensing Board

Enc

LICENSING (SCOTLAND) ACT 2005

PREMISES LICENCE VARIATION APPLICATION

Applicant's Name	Name & Address of Person (if any) representing the applicant	Name & Address of Premises to which application relates	Whether for sale of alcohol for consumption on the premises, off the premises, or both	Proposed Variation	Date by which objections or representations may be made to the Board
<p>George Hepburn Managing Director KGQ Hotels Limited c/o J W Gray & Co Gremista Industrial Estate Lerwick Shetland ZE1 0PX</p>		<p>Douglas Arms 67 Commercial Road Lerwick Shetland ZE1 0NL</p>	<p>Both on and off the premises</p>	<p>To allow children and young persons under the age of 18 to enter the premises to play in live music sessions. Any child or young person must be accompanied by a responsible adult.</p>	<p>28 March 2016</p>