



# LERWICK COMMUNITY COUNCIL

[www.lerwickcc.org](http://www.lerwickcc.org)

## CHAIRMAN

Mr Jim Anderson  
15 Twageos Road  
Lerwick  
Shetland ZE1 0BB

Tel. 01595 695648 or 07803 342304  
Email: [chair@lerwickcc.org.uk](mailto: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](mailto:clerk@lerwickcc.org.uk)

30th March 2017

Dear Sir/Madam,

You are requested to attend a meeting of Lerwick Community Council to be held in **Solar House**, North Ness, Lerwick at **7pm** on **Monday 3 April 2017**.

The next meeting of Lerwick Community Council will be on Monday 1 May 2017.

Yours faithfully,

*Marie Sandison*

Marie Sandison  
Clerk to the Council

## LCC Members Literature in Office

None

## **BUSINESS**

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 6 March 2017
4. Business arising from the minutes
5. Police Scotland Monthly Report
6. Ross Jones, CARES Development Officer – Community and Renewable Energy Scheme
7. Correspondence
  - 7.1 Lerwick Speed Limits Gilbertson Road – Dave Coupe, Executive Manager, Roads, SIC
  - 7.2 Scottish Fire & Rescue Service – Local Plan Shetland Review
  - 7.3 Scottish Ambulance Service – Registration to Resuscitation
  - 7.4 Housing Land Audit – Briefing Note – I. McDiarmid, Executive Manager, Planning, SIC
  - 7.5 Employment Land Audit – Briefing Note – I. McDiarmid, Executive Manager, Planning
  - 7.6 SSE Networks – Kirsty Wood, Lead Engagement & Submarine Policy Officer
  - 7.7 Da Voar Redd Up – Sita Goudie, Environmental Improvement Officer, S.A.T.
  - 7.8 Northern Isles Digital Forum – Sally Ritch, Secretary to Tavish Scott, MSP
  - 7.9 Daffodils at Hillhead – Karen Anderson
  - 7.10 Charitable Exemption Approved – Business Stream
  - 7.11 Community Capacity & Resilience Fund – Michael Duncan, External Funding Officer
  - 7.12 SIC Salary Scales – Clerks wages
8. Finance
  - 8.1 Financial Report 30<sup>th</sup> March 2017
  - 8.2 Invoice for Staney Hill Sign – SIC Finance
  - 8.3 CDF (Distribution & Project) Acknowledgements – Elsa Manson, Community Planning & Development
  - 8.4 Living Lerwick – Confirmation of Winter Christmas Lights '16 Grant – Christena Irvine, Manager, Living Lerwick
9. Any Other Business

**MONDAY 6 MARCH 2017**

At a meeting of LERWICK COMMUNITY COUNCIL held in Board Room, Solar House, North Ness, Lerwick, at 7.00pm

**Members**

Mrs A Simpson	Mr J Anderson
Ms K Fraser	Mr D Ristori
Mr A Carter	Mr A Johnston
Mr A Wenger	Mr J Fraser
Mr P Coleman	

**Ex-Officio Councillors**

Cllr J Wills	Cllr M Bell
Cllr M Stout	Cllr P Campbell

**Additional Co-opted Student Members**

Miss E Thomson	Mr T Carroll
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**Additional Co-opted Members**

Mr B Johnston	Mrs M Hall
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**In Attendance**

Mr Tavish Scott, MSP  
Mr Ian Brown, Shetland Broadband  
Mrs M Sandison, Clerk to the Council

**Chairman**

Mr J Anderson, Chairman to the Council presided.

03/17/01

**Circular**

The circular calling the meeting was held as read.

03/17/02

**Apologies for absence**

Apologies for absence were received from Mr S Hay, Mr A Henry, Mr E Knight, Mr W Spence and Cllr A Wishart.

03/17/03

**Minute**

The minute of the meeting on 6<sup>th</sup> February 2017 was approved by Mr D Ristori and Mr A Carter.

03/17/04

**Business Arising from the Minutes**

**Minute ref 02/17/AOB – Town Centre 20mph**

Cllr Stout said that he did not advise that the 20mph speed restrictions were to go ahead, as that would mean he would have pre-empted the decision of the council. He had advised that it was up for debate.

**(Action: Clerk to the council)**

03/17/05

**Police Scotland Monthly Report**

Mr Anderson noted that no representatives were in attendance.

The clerk advised a report had been received and displayed figures relating to Lerwick.

Mr Anderson noted one charge of using a mobile phone and the increase to six penalty points.

03/17/06

**Broadband – Tavish Scott, MSP and Ian Brown, Shetland Broadband**

Mr Anderson welcomed and introduced Mr Ian Brown and Mr Tavish Scott.

Mr Brown said that he was here to answer any questions and give any explanations that he could. He explained his background with Shetland Broadband working with all sorts of broadband and telecoms work, for themselves and third party companies. They had a fairly good knowledge of how everything worked or did not work. He said he was happy to answer any questions.

Mr Scott explained that the government had set a target of every household in Scotland having Broadband by 2020, up to a level of 30Mbps, which he believed was a great target to have, although he suggested there were some doubts as to how that would be achieved and the finance to achieve it. He said the government was to tender again for the parts of the country that the commercial world would not fulfil and how they were to do that was open to question.

He advised that this was yet to be decided and unsure of how the government was to procure the services throughout Scotland. In stated that in order to hit the target and within the timescale, he suggested that they would need to get a move on. He commented that this was important for Shetland and also many parts of Scotland.

Mr Brown suggested that the government had done the easy bits, with the rest being to hard and expensive. He had heard figures of five times what had already been spent as what was required, commenting that one hundred per cent provision might not be doable.

He advised that the scheme for Lerwick had now finished. Consultations were on-going, including market research to find out if people still wanted broadband.

Mr Anderson said that some areas in the town apparently had no capacity left and enquired about the possibility of capacity being increased.

Mr Brown had no specific information on that, but explained that cabinets were not filled to capacity from the start, the reason might be financial or could be delays down to the lack of available BT engineers. BT were upgrading cabinets if not already full, in which case a second cabinet would be needed.

Ms Fraser asked about the status of Shetland Broadband, and if it was a private company.

Mr Brown replied they were a limited liability partnership, mainly family owned and run along with other partners, so an independent company.

Ms Fraser asked what Mr Brown's job entailed.

Mr Brown explained that most of their work came from telecom engineering, about ninety five pence was for other telecom companies, but they could do ADSL fibre to the cabinet anywhere in the country. Locally they tried to concentrate on local business, particularly in areas that BT could not be bothered with.

They worked with community broadband companies, small community areas and also large companies looking for large connections, again in areas that BT was not geared up to do. He said that being a small company they could look into, provide a cost and do the work within a short response time. They also worked on the telephone exchange with the radio masts on top of the hills.

Cllr Wills expressed his disappointment with BT. He said that he didn't see any problem with broadband in Lerwick, but more so in the outlying districts, which were quite serious. He said that back in 1996 he and Graham Storey proposed a satellite system for Shetland along the lines of what they had in Alaska; he suggested that might have been a better idea, but it was not taken seriously.

Mr Scott mentioned with regard to mobile, Faroese telecom were exploring that with the Faroese Prime Minister saying that they would like to set up a system right across Shetland, Orkney and the Western Isles. They had their Westminster representative in negotiations with Ofgen and with MP's representing the islands. He suggested that if they were to make that investment it would help with 4G going on 5G and with no public money, setting up a system from one end of the country to the other.

Cllr Bell informed members that there were outline plans already it was just a case of permission.

Cllr Wills asked if they would get permission or was there some sort of licence issue.

Mr Scott explained that it was a licensing issue with Ofgen, but alluded to a company who were arguing against that, so they had to get past that one.

Mr Brown reported that the current problem with that was that the existing companies bought licenses on the basis that they had exclusive use of those frequencies. He explained the legal aspect had been looked into and found some room, but might lead to legal dealings if they released another licence on those frequencies. He surmised it would be best left until the next time the licenses were due, to do that.

He stated that in remote places like Shetland it should be on the basis of use it or lose it, so that if you had a licence to operate in Shetland on a certain frequency and you did not use that frequency, you could have it taken back.

Mr Anderson asked Mr Brown if he had any information on EE provision of the emergency service coverage.

Mr Brown informed members that EE had won a contract from the UK Government to provide the emergency services network for the whole of the United Kingdom to be based on 4G. The government had worked for several years to find a mobile company that would do the whole of the UK and accepted EE as the best option for not doing the whole of the UK. The company EE were to build eighteen masts in Shetland to give minimal coverage. They had a plan for hard to reach areas with a mobile van set-up to give emergency coverage particularly for larger disaster area. EE had said they would have ninety eight percent of coverage by land mass, although in some areas that was outside the property, so would involve use of an ariel outside to get it.

Mr Anderson asked if there were any plans to upgrade the link between Shetland and the mainland.

Mr Brown replied they had the Faroese cable with approximately 400 Gbps available on that, had a huge capacity. BT had bought a pair of fibres off that cable. He explained the benefit of renting bandwidth and being able to increase this easily and any damage to the cable meant re-routing to other cables and then back to Shetland.

He said that Shetland was well connected with two external links and plenty of provision to Lerwick. He explained that some areas of the town could not get superfast broadband because of the way fibre to the cabinet works, with the technology less effect beyond two miles distance from the equipment, whereas the ADSL would be effective up to four miles.

Mr Brown said he was happy to answer any questions and if anyone found they had a coverage issue then to contact him.

Mr Anderson thanked Mr Scott and Mr Brown for coming along to the meeting.

Mr Scott and Mr Brown left at 730pm.

03/17/07

### **Correspondence**

#### **7.1 Shetland Charitable Trust – Tavish Scott, MSP, Association of Shetland Community Councils and OSCR**

Mr Anderson noted the correspondence regarding the letters that were sent to OSCR with regard to re-organisation of the Shetland Charitable Trust and asked if anyone had any questions. He mentioned the deadline that had passed; he was not sure how long they would take to report back on the findings and asked Cllr Wills if he had any information.

Cllr Wills reported that the deadline was 23<sup>rd</sup> February and that OSCR had removed the actual proposal from their website on the 9<sup>th</sup> February. He said that they would be reporting their decision around the middle of March and would be saying that it was perfectly legal, which it was and that's all they would say.

He informed members that if this did go through, it would give the Trustees the power to vary their Trust Deed and change their constitution without going back to OSCR, and that gave them the power to decide themselves. He hoped that during the forthcoming Elections in May all candidates would be asked by the public whether

they favour the removal of democratic control of what was more than half of Shetland's oil money, just over two hundred and fifty million pounds, about three million more than the council pot. He said that it was quite an important public resource and without it many council services would have to be cut back.

Mr Anderson replied that time would tell.

### **7.2 Emergency Control for Shetland – Annabelle Ewing, MSP – Minister for Community Safety and Legal Affairs**

Mr Anderson noted the reply from Ms Ewing, MSP along the lines that the control rooms were fully integrated and all worked very well. He had read that one of the problems with a single control centre would be the integrating of the various bits of computer equipment and he could perhaps see how this might be a challenge.

### **7.3 Review of Support to Association of Community Councils – Michael Duncan**

Mr Anderson mentioned that this had been discussed at a Joint Liaison Group meeting last week. One of the questions asked was how much financial support Voluntary Action Shetland received to provide this service; they were to come with a breakdown of that information. At this time the Association of Community Councils had two meetings each year, a average of one Joint Liaison meeting every year which they support from the administrative point of view, and meetings such as the Shetland Partnership and Shetland Transport Forum, also bi-annual meetings for clerks and training for clerks and new community council members.

He proposed that any available members could meet to discuss this and put back a comment, or this could be done as a community council. He asked how members wanted to proceed. He said that Mr Duncan was to come with further information on this report.

Cllr Stout reported that funding had been extended to VAS for six months until the report came to the council.

Mr Anderson said this had not been formally agreed by VAS, to continue support at the current level until then, as Mrs Catherine Hughson had not been present at the Joint Liaison Group meeting.

Mrs Simpson agreed that having a group looking at it, might be the best way to go.

Mr Anderson asked members who were interested to attend a meeting organised by the clerk. He asked if anyone had any comments to make at this time.

**(Action: Clerk to the council)**

### **7.4 Future Support to ASCC – Catherine Hughson, Executive Officer, VAS**

(Included as above)

### **7.5 Scottish Civic Trust – Park Lane Garden – John Pelan, Director, Scottish Civic Trust**

Mr Anderson noted the reply and although disappointing, was to be featured in a brochure.

Mr Fraser said the positive outcome was that those who had been involved had been acknowledged and appreciated by the community council.

Mr Anderson agreed and thanked Mr Fraser for his comments.

Cllr Wills remarked that it was looking very nice and was the best use of the space. He added that in light of comments made that the council should have build houses on it immediately, he stated that they could not afford to do so at the present time.

### **7.6 Scottish Natural Heritage Event – W J (Ian) Ross, Chairman, Scottish Natural Heritage**

Mrs Simpson had attended along with Mrs Hall and Mr Knight. They had spoken about the walking route around the harbour and the town and planting trees, which was something SNH was keen to do.

She wondered if either of these might be something they could be involved in. The walk around the town was in need of signs showing the way.

Mrs Hall pointed out parts of the walk from Hays along the waterfront to the Mareel was interrupted by the fuel tanks and meant detouring into the council car park. She suggested that this could be signposted instead of coming to a halt.

Cllr Wills commented that the Lerwick Waterfront Walkway had been long spoken about and he would be keen to see this happening.

Mr Carter mentioned that the homeowners at Twageos Road had been offered the chance to purchase land between their houses and the sea. He asked if that happened how it would affect any walkway.

Mr Anderson said that it was interesting. The piece of ground was simply not developable because a sewer and a pumping main rises up in the middle of that strip of ground, anybody putting obstructions to access to that would have to pay costs to get to that infrastructure and back out again.

Cllr Wills remarked that it was public open space, owned by the council with a right of way. He thought it was deplorable if they were going to sell it and hoped that it would be preserved as public open space with a walkway through it. There was a way to arrange that at the widows' homes, but it had not been done.

Mr Anderson was unsure if it was a formal right of way, he had heard many years ago on the radio there were no official rights of way in Shetland.

Mr Fraser commented that if it transpired one of the residents took up the offer to purchase the land, would that not be deemed as change of use which would be subject to planning and in turn come before this meeting for members to respond to.



Cllr Wills suggested that this would not affect it in this case, but there was a right to roam in Scotland.

Mrs Hall mentioned previous discussion that it was kept mowed, but it was not now.

Mr Anderson surmised that the only reason the council were looking to off-load it was to negate the need to cut and maintain it.

Mrs Simpson enquired if they should do anything more about planting trees or the Waterfront Walkway.

Mr Anderson suggested making a bid through the Community Development Fund. He explained about previous discussions on a coastal walk or a circular walk around the town and to make that the basis of a bid.

Cllr Stout mentioned Sustrans, who were keen to develop their relationship with Shetland following recent projects here. They were involved in the Esplanade works. With regard to the path around Lerwick, he suggested that this was the best opportunity to get significant external funding to pull this together and get it done properly.

Mr Anderson agreed explaining the difficulties encountered with the walk at present, especially at the North Ness and particularly for pushchairs and wheelchair users.

Mrs Simpson also agreed and asked if they should contact with Sustrans about it.

Mr Anderson agreed.

Cllr Stout suggested contacting Daisy Narayanan and commented that if they could make it about a cycle path as well as a walkway it would give it more benefit.

Discussion took place about difficulties encountered for tourists navigating from the centre of town to the Toll Clock Shopping Centre and from Holmsgarth through the industrial and commercial maze towards the town. It was mentioned at the SNH event about Scottish Natural Heritage and Sustrans and the link up for industrial and green areas in towns which was particularly relevant to Lerwick. The use of painted footprints to guide people through a complicated area was suggested.

**Cllr Wills left at 8.00pm.**

Mr Anderson enquired about the tree planting that was discussed.

Mrs Simpson replied it was the area between the Clickimin football pitches and the Clickimin Loch that was suggested for tree planting and she wondered if it was anything that the community council could be involved in.

Mr Carter mentioned the money available through LEADER 2 and wondered if this funding could enable a scheme to get underway, referring to the whole pathway.

Cllr Stout suggested the sub-group making contact with Kevin Serginson and contacting SNH as he thought they were keen to speak to interested groups.

Mr Anderson agreed and suggested the sub-group looking at projects reconvene with this on the agenda.

**(Action: Clerk to the council)**

### **7.7 Review of the Planning System**

Brief discussion took place on the list of proposals.

Mr Anderson asked if everyone was happy they wrote back agreeing to the proposals. This was agreed by members.

**(Action: Clerk to the council)**

### **7.8 Padlocked Gates – Neil Hutcheson, Roads Engineer, Roads, SIC**

Noted.

**(Action: Clerk to the council)**

### **7.9 Shetland War Memorial – Helen Bowman, Conservation Officer, War Memorials Trust**

Mr Anderson noted a more recent reply had been received asking for further information and quotes. He pointed out that Stornaway were receiving one hundred thousand pounds of funding from their council for upgrading of the war memorial.

He asked if members were happy if they progressed with this and thanked the clerk for progressing it to this stage.

### **7.10 PB Champion for Scotland – Vaila Simpson, Executive Manager, Community Planning & Development, SIC**

Mr Anderson asked if members were happy to carry on their interest in it. Members agreed they would like to express an interest.

Cllr Stout spoke about the commitment by the Scottish government with plans for one percent of the budget spent through participatory budgeting and this was about those who had gone through the experience and were well placed to pass on information.

**(Action: Clerk to the council)**

### **7.11 Opportunity to investigate potential renewable energy supply to Sandy Loch WTW – Ross Jones, CARES Development Officer, Local Energy Scotland.**

Mr Anderson outlined the proposal from CARES (Community and Renewable Energy Scheme) who were approaching Lerwick Community Council on behalf of Scottish Water as the customer. The proposal was perhaps a windmill located up near the Sandy Loch.

He asked members if it was something they wanted to be involved with.

Mrs Simpson pointed out they were just looking at the proposal with renewal energy sources of wind and solar mentioned.

Cllr Stout commented that everybody stood to gain by this arrangement. He expressed as interesting the issue regarding community council's property ownership now and in the future, which would be part of on-going discussions with the new council; and from his point of view very interesting to explore.

Mrs Simpson suggested that they investigate it further.

Cllr Stout drew attention to the request to establish who owns the land and if any potential show stoppers. He suggested by implication the need for looking at taking responsibility for those areas.

Mr Anderson suggested that they ask Andy.

Mr A Johnston said that it was Mrs Boden, Tait and Peterson.

Mr Anderson agreed that they would investigate further and gather the information.  
**(Action: Clerk to the council)**

#### **7.12 Copland's Pier Erosion – Richard Gibson, 10 Commercial Street, Lerwick**

Cllr Campbell informed members that discussion had taken place regarding the council transferring ownership to the Sea Scouts, but he was unsure about what stage this was at.

Mr Anderson alluded to past correspondence with Billy Dalziel. He suggested that they find out where things were at.

**(Action: Clerk to the council)**

#### **7.13 Untreated Sewage Discharge into Clickimin Loch – George Leslie**

Noted.

03/17/08

### **Finance**

#### **8.1 Core Funding Financial Report 28<sup>th</sup> February 2017**

Noted.

#### **8.2 2017/'18 Core Funding Application – Michael Duncan, Community Planning & Development**

Mr Anderson noted the amounts pertaining to each community council. Lerwick Community Council had been awarded £20,923. The funds were to be allocated to the eligible categories.

Members agreed to reduce the Roads and increase the Environment services amounts, so allocation of £200 Roads, Environment services £750, Administration £10,332.00 and Grants to local/district groups £9,641.00.

**(Action: Clerk to the council)**

#### **8.3 2017/'18 Community Development Fund Application – Michael Duncan, Community Planning & Development**

Mr Anderson asked if members were in agreement to applying for project funding towards developing a walkway whatever that might be, with the intention of using it to enable any future investment in the project.

Members were in agreement to apply for this funding.

**(Action: Clerk to the council)**

#### **8.4 Community Development Fund '15/'16 Remaining Funds – Michael Duncan, Community Planning & Development**

Mr Anderson explained about the funding having been granted to Filsket Riding Club, but had not transpired so that money was being returned to the council due to being uncommitted.

**(Action: Clerk to the council)**

03/17/09

#### **Grant Applications**

##### **9.1 Letter & Policy re: Junior Up Helly Aa – Mr Ian Spence – Junior Up-Helly-Aa**

Mr A Johnston reported that many offers had been made and donations received following the last meeting to more than cover the rent, so there was no need for continuing with the grant application.

03/17/10

#### **Planning Applications**

**10.1 2016/434/PPF** – Demolish wall next to Fort, extend existing store, change roof material, fit sign above door (retrospective), install wooden gate – 8 Harbour Street, Lerwick, ZE1 0LR – Mellivora Capensis

No objections.

**(Action: Clerk to the council)**

**10.2 2017/4024/PPF** – Reclamation of foreshore at area known as Tods Buildings, area to be filled with granular material and used to park haulage vehicles and equipment – North of Lerwick Marina, Gremista, Lerwick – Mr George Hepburn

No objections.

**(Action: Clerk to the council)**

**10.3 2015/380/PPF** - Demolition of an existing unused office building and the construction of a new 100 bed hotel (3805 sq meter) and new 945 square meter office building, with associated parking – Brevik House, 27 South Road, Lerwick, ZE1 0TG – Breiwick Bay Properties Ltd

03/17/10

#### **Any Other Business**

##### **Streaming SIC Meetings**

Mrs Simpson said that streaming of council meetings had been spoken about a while ago and she wanted to find out what the situation was.

Cllr Stout replied that it had been looked at with no great appetite from the majority of councillors due to the costs involved. He suggested it was something for a new chamber with issues around being able to stream it currently. It was something the new council might look at again.

Cllr Bell alluded to the constraints of the current chamber and the work currently taking place on the Town Hall. He spoke about past situations that had involved streaming upstairs and suggested that this was definitely something for the future.

**Scottish Youth Parliament**

Mr Fraser said it was great to see young people so enthusiastic in standing for the Youth Parliament. He had a passing thought of developing a Shetland Youth Council.

Mr Anderson said that he was grateful for the students put forward from the school who made positive contributions to debate. They had frequently made similar requests, but Mr Jan Riise has pointed out the issues with extending down to sixteen year olds for community councils. It was done for the recent referendum, but the list was not maintained.

**Council Elections**

Mr Fraser stated his intention to stand for Lerwick North in the forthcoming council election.

Members wished him luck with his campaign.

**Sound Primary School 40<sup>th</sup> Anniversary**

Mr Ristori pointed out the fortieth anniversary of the Sound Primary School this year. He enquired if the community council could mark this in some way.

Mr Anderson suggested that they write to the headteacher Mrs Angus to ask if there were any plans and if we could help in any way.

**(Action: Clerk to the council)**

There being no further competent business the meeting concluded at 9.00pm.

**Minute ends.**

MR J ANDERSON  
CHAIRMAN  
LERWICK COMMUNITY COUNCIL

Chairman.....

Date.....

**From:** [Tulloch, Lindsay](mailto:Tulloch.Lindsay)  
**To:** [Clerk to Lerwick Community Council](mailto:Clerk.to.Lerwick.Community.Council)  
**Cc:** [Patti.Hammond-Dinsdale@shetland.gov.uk](mailto:Patti.Hammond-Dinsdale@shetland.gov.uk)  
**Subject:** RE: Damage to wall at Breivik House [NOT PROTECTIVELY MARKED]  
**Date:** 29 March 2017 15:01:38

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**NOT PROTECTIVELY MARKED**

Marie,

The damage in the wall in the photographs has been there for several months. I can confirm it is not connected to the recent break-ins. It has not been reported to the police as a criminal matter so can only presume it has been caused accidentally.

Unfortunately, the security of the building is not sufficient to deter anyone wishing to enter the premises. The owners appear reluctant to address this as I understand the building is to be demolished. This is a concern as it will continue to attract young people who could become injured as the condition of the building deteriorates.

I have copied this e-mail to Environmental Health who may wish to attend and assess the condition of the building and risk to the public.

Pattie,

For you information.

Regards,

Lindsay

T/Chief Inspector Lindsay Tulloch  
Area Commander  
Shetland Command Area  
Police Scotland  
Market Street  
Lerwick  
Shetland  
ZE1 0JN

Tel: 01595 741102  
ISSI No: 1539857

Email: [Lindsay.tulloch@scotland.pnn.police.uk](mailto:Lindsay.tulloch@scotland.pnn.police.uk)

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**From:** Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 29 March 2017 11:49  
**To:** Tulloch, Lindsay

**Subject:** Damage to wall at Breivik House

Dear Inspector Tulloch,

I've been asked to pass on information regarding damage to the wall at Breivik House.  
(attaching photographs)

This may already have been noticed due to the recent break-in's, but might have been overlooked.

I have been unable to find a contact email or phone number for Breivik Bay Properties Limited to pass on the information.

Regards,  
Marie

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Marie Sandison  
Clerk  
Lerwick Community Council

Tel: 07762 017828

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This email has been checked for viruses by Avast antivirus software.  
[www.avast.com](http://www.avast.com)

| |

**From:** [neil.hutcheson@shetland.gov.uk](mailto:neil.hutcheson@shetland.gov.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** RE: Traffic concerns in Lerwick  
**Date:** 15 March 2017 12:41:34  
**Attachments:** [07041602.docx](#)

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Marie,

Please find attached response, which our records show, was sent in July last year.

The only amendment is that the promotion of the 20 mph on Gilbertson Road will have to wait until after the Council election as it is likely that Councillor input will be required during and following the consultation process. The 20 mph limits on the Crescents, the school access road and the variable limit on Lochside will be promoted in the meantime.

Please phone or e-mail if your Council has any further queries regarding this matter.

Cheers, Neil.

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**From:** Clerk to Lerwick Community Council [mailto:clerk@lerwickcc.org.uk]  
**Sent:** 15 March 2017 11:17  
**To:** Coupe Dave@Roads Service  
**Cc:** Hutcheson Neil@Roads Service  
**Subject:** Traffic concerns in Lerwick

Dear Dave,

Following my correspondence last year (attached), I received a short reply on your behalf acknowledging receipt of the letter and seem to have no record of receiving a full reply.

I recently received the email below from the residents who reported these concerns last year.

Can you provide me with a reply, so that I can report back on these concerns and inform the community council that this has been addressed.

Regards,  
Marie

--

Marie Sandison  
Clerk  
Lerwick Community Council

Tel: 07762 017828

My mother and myself have emailed before with concerns about safety in Gilbertson Road area outside Bells Brae School but also continuing the whole way down the other side of Gilbertson Road (The Bolts side)



I sat outside my mothers on the 1st of March and in 12 minutes watching i got details of 9 vehicles including a council works van driving excessively down the road. One blue sports car was going so fast i could not read the number plate. It is becoming a major concern to myself and others around this area as the lighter nights are approaching and with my children wanting to go to the park etc and with the new school being built this side of town is going to get very busy. We have spoken before to the council roads department and were told because there was no recent history of accidents or incidents we were told there is nothing they will do. I would like to bring this to your attention as a concern for children and pedestrians safety around this area of town. There are also problems with King Harold Street, there is no safe crossing for the nursery or for children wanting to cross from Islesburgh to the big play park. I personally feel the money for improving road safety in Lerwick has been used and abused, the new plans for the street refurb is not a necessity in my eyes.



This email has been checked for viruses by Avast antivirus software.

[www.avast.com](http://www.avast.com)

Executive Manager: Dave Coupe  
**Executive Director: Maggie Sandison**

Lerwick Community Council  
Per Mrs Marie Sandison, Clerk  
Community Council Office  
Basement  
Stouts Court  
Lerwick  
ZE1 0AN

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

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

If calling please ask for  
**Neil Hutcheson**  
Direct Dial: 01595 744882

Our Ref: NH/SMG/G/Y8  
Your Ref:

Date: 30 March 2017

Dear Mrs Sandison

### **Speeding at Gilbertson Road and Surrounding Areas**

Thank you for your letter of 20 June 2016 regarding the above matter.

The setting of national speed limits and other powers in respect of speed limits are now devolved to the Scottish Parliament following the enacting of the "Scotland Act 2016" on 23<sup>rd</sup> March. The first action to be taken by the Scottish Government, in relation to these new powers, is initial correspondence "to encourage local authorities to introduce 20mph zones or limits in residential areas and areas of towns or cities with a higher volume of pedestrians and cyclists" through the traffic order process. We will need to wait and see how this develops but this may be the first step in the nationwide reduction of 30 mph limits to 20 mph. However, in the meantime it would now appear appropriate to promote traffic orders for 20 mph limits in residential areas such as Gilbertson Road where there are higher pedestrian numbers due to schools etc.

The Government's statement means that the "engineering" issues, discussed at your Council's June meeting, have in part been replaced by the simple criteria of whether or not the road in question runs through a residential area. Previously the number of injury accidents on a length of road was an important criterion when considering whether a 20 mph limit is appropriate. Now the number of accidents will only be a consideration when prioritising the scheduling of the provision of these reduced limits in residential areas. However, the existing vehicle speeds will still be required as this will determine whether traffic calming is needed to ensure that the reduced limit is effective.

Shetland Islands Council has already introduced 20 mph speed limits on a significant proportion of Lerwick's residential streets. The areas covered by these limits include:

- Oversund Road and neighbouring roads;
- Sandveien, Nederdale, etc.;
- South Gilbertson Road, Hayfield Lane and neighbouring Crescents;
- Breiwick Road, Knab Road, South End etc.; and

- Norstane, Burnside and Voderview.

The extents of these existing 20 mph speed limits are shown on the attached plan.

Unfortunately, the planned introduction of more of these limits has been prevented by the Council's medium term financial plan which prohibits the spending of capital funds on the provision of new infrastructure. This would include the provision of new traffic signs and any traffic calming that may be needed. The areas that were being considered for a 20 mph limit are also shown on the attached plan. They include the Crescents to the north of Hayfield Lane. It would be desirable to have this in place before October 2017 when pupils will be attending the new Anderson High School. A 20 mph speed limit on Gilbertson Road could be included with the proposed North Crescents limit. The required traffic calming would extend the full length of Gilbertson Road to address the excessive speeds outside Bells Brae School. Your Council will be contacted in due course during the consultation process for this proposed limit and traffic calming.

The funding for a portion of these works could come from the Roads Services' Traffic Management budget but this is fairly limited and further funding would be required. This may, as your Council suggests, be available via a Sustrans grant especially if the larger area including the North Crescents is seen as being made more pedestrian and cyclist friendly.

I hope that the above comments have addressed your Council's concerns. Should your Council have any further queries regarding these matters please contact Neil Hutcheson at the above address.




Yours faithfully

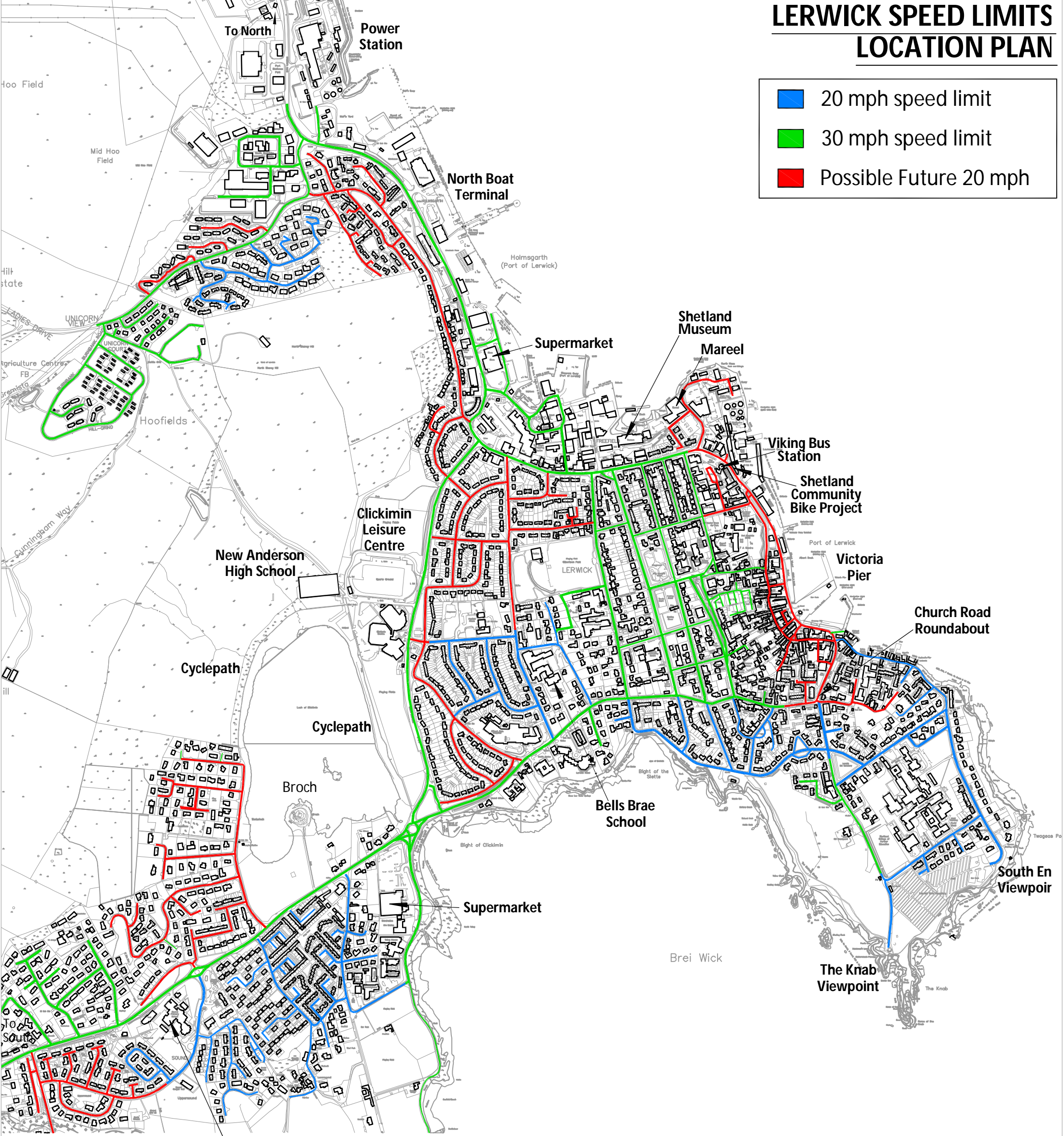
Executive Manager, Roads

[HL07041602]

Enc.

# LERWICK SPEED LIMITS LOCATION PLAN

-  20 mph speed limit
-  30 mph speed limit
-  Possible Future 20 mph



## Clerk to Lerwick Community Council

---

**From:** Burr, Fraser [Fraser.Burr@firescotland.gov.uk]  
**Sent:** 24 March 2017 06:40  
**To:** Clerk to Lerwick Community Council  
**Subject:** Re: Local Fire and Rescue Plan Review

**Categories:** Red Category

Good morning thank you for your email.

Yes that will be fine but it will have to be by email or letter as the survey portal will close on the 31/3/17.

I trust this is acceptable,

Kind regards

Fraser

Fraser Burr  
Area Manager - Local Senior Officer for the Western Isles, Orkney and Shetland  
Scottish Fire and Rescue Service

On 23 Mar 2017, at 19:11, Clerk to Lerwick Community Council <[clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)> wrote:

Dear Fraser,

The Lerwick Community Council will next be meeting on Monday 3<sup>rd</sup> April.

Is it possible to complete the survey/submit a response following this meeting?

If not I will circulate and ask members to take part in the survey in their own time.

Regards,  
Marie

--

Marie Sandison  
Clerk  
Lerwick Community Council

Tel: 07762 017828



This email has been checked for viruses by Avast antivirus software.

[www.avast.com](http://www.avast.com)

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**SCOTTISH**  
**FIRE AND RESCUE SERVICE**

Working together for a safer Scotland

Scottish Fire and Rescue Service  
Service Delivery Area North HQ  
Pitmedden Road, Dyce  
Aberdeen AB21 0DP  
[www.firescotland.gov.uk](http://www.firescotland.gov.uk)

Direct Line	01224 728600
Fax	
E-mail	<a href="mailto:fraser.burr@firescotland.gov.uk">fraser.burr@firescotland.gov.uk</a>
Our Ref	
Your Ref	
If phoning or calling ask for	Fraser Burr
Date	20 <sup>th</sup> March 2017

## **LOCAL FIRE PLAN REVIEW AND DEVELOPMENT OF NEW LOCAL FIRE PLAN**

The Scottish Fire and Rescue Service is required under the Fire (Scotland) Act 2015 as amended by Police and Fire (Scotland) Reform Act 2012 to prepare a Local Fire and Rescue Plan for each Local Authority Area in Scotland. The Act states that the Local Fire Plan is required to set out the following:

- Priorities and objectives for SFRS in connection with the carrying out in the local authority's area of SFRS's functions
- The reasons for selecting each of those priorities and objectives
- How SFRS proposes to deliver those priorities and objectives
- In so far as is reasonably practicable, outcomes by reference to which delivery of those priorities and objectives can be measured
- How those priorities and objectives are expected to contribute to the delivery of any other relevant local outcomes which are identified by community planning
- Such other matters relating to the carrying out of SFRS's functions in the local authority's area as SFRS thinks fit

In April 2014, the current Local Fire Plan for Shetland was published covering the period of 2014-2017 and this plan set the priorities for local service delivery, the rationale for those priorities, the method in which those priorities would be delivered and provided a framework against which local performance would be measured and scrutinised.

In October 2016, the Scottish Fire and Rescue Service published its new Strategic Plan for 2016-2019. The publication of this document has now triggered a formal review of the current Local Fire Plan and the subsequent development of a new Local Fire Plan for 2017-2020.

To assist with the review of the current plan and to inform the new plan I would be most grateful if you were able to spare a few minutes of your time to complete an online survey. The survey is designed to record your views on the priorities and performance of the Scottish Fire and Rescue Service, including where you believe we could do things better, differently or even completely new. The information is

provided through four questions with a fifth option for free text for additional information. The deadline for completion of the survey is 31<sup>st</sup> March 2017. If you would like to respond but are unable to do so within this timescale please contact me directly.

On completion of the survey you will be provided with a PDF document containing your responses.

The survey is administered through the SFRS Consultation Hub - 'Citizen Space' which is accessed via the link below

<https://firescotland.citizenspace.com/planning-and-performance/local-plan-review>

I appreciate you taking the time to consider my request and thank you in advance for your assistance.

Yours faithfully

A handwritten signature in black ink, appearing to read 'F. Burr', with a long horizontal stroke extending to the right.

**Fraser Burr**  
**Area Manager**  
**Local Senior Officer for the Western Isles, Orkney and Shetland**

Dear all,

Further to previous emails re the above.

Please note there is now an online portal administered by Scottish Ambulance for registering defibrillators. In an effort to save more lives Scottish Ambulance Service is seeking help to populate this website to have more information recorded in the event so that someone calls 999 the emergency services they will know where the nearest defibrillator is if it is required.

Whilst the day of action campaign (10 March) has passed you can still update details anytime so please can you pass this information on to any organisations and locations in your area that have defibrillators and encourage them to register. Go to the website below for more details:

<http://pad.scottishambulance.com/pad.aspx>

Many thanks,

Michael D

**Michael Duncan**

External Funding Officer

**Shetland Islands Council**

Community Planning & Development

Solarhus

3 North Ness

Lerwick

Shetland

ZE1 0LZ

Tel: 01595 743828

Email: [Michael.duncan@shetland.gov.uk](mailto:Michael.duncan@shetland.gov.uk)

Facebook: [www.facebook.com/shetland.community.hub](http://www.facebook.com/shetland.community.hub)

Dear Michael,

The Scottish Ambulance Service is launching its **Registration to Resuscitation** campaign on Tuesday 07 March to help save more lives.

We want Community Councils across Scotland to participate in our nationwide Day of Action on **Friday 10 March**. Please find more details below.



## What is the campaign about?

Public Access Defibrillators (PADs) can be found in communities all over Scotland and are vital pieces of equipment in the crucial early minutes following a cardiac arrest before an ambulance arrives.

Currently, anyone can acquire a defibrillator and they are often based in community centres, sports facilities and other public places.

While there is no legal obligation to register defibrillators, the Scottish Ambulance Service now has a dedicated registration website and we are appealing to local communities to ensure we know where these are, so when someone calls 999 we will know where the nearest defibrillator is if it is required.

We need the custodians who look after these defibrillators to register them on our website. We also need members of the public to check whether defibrillators they see in their communities are registered with us at: [pad.scottishambulance.com](http://pad.scottishambulance.com)

## How can you help?

By participating in our Day of Action on **Friday 10 March**, you will help us to increase registration of PADS and ensure more people across Scotland are able to survive a cardiac arrest.

Please find the following attached:

- **Public Access Defibrillator (PAD) Briefing**
- **Social Media Pack**

I hope you will support this important campaign and help us to save more lives.

Kind Regards

Pauline

#**hello** my name is...

**Pauline Howie, OBE | Chief Executive**

Scottish Ambulance Service, National Headquarters, Gyle Square, 1 South Gyle Crescent, Edinburgh EH12 9EB | Direct Tel 0131314 0108 | Internal Ext 3808

<mailto:paulinehowie@nhs.net>

Website: [www.scottishambulance.com](http://www.scottishambulance.com)

# Registration to Resuscitation (R2R)

## Frequently Asked Questions

### What is the R2R campaign about?

The main aim of the Registration to Resuscitation campaign is to increase the number of public access defibrillators (PADs) registered with the Scottish Ambulance Service across Scotland to save more lives.

### What is a public access defibrillator (PAD)?

A public access defibrillator (PAD) is used to administer an electric shock to a person who is experiencing a cardiac arrest.

PADs are designed to allow non-medical personnel to save lives. They are a key part of the chain of survival when a person experiences an out of hospital cardiac arrest — call 999, start CPR, use a defibrillator.

They are also known as automated external defibrillators (AEDs).

### Is a heart attack the same as a cardiac arrest?

No. A heart attack is a sudden interruption to part of the heart muscle. It is likely to cause chest pain and permanent damage to the heart – but the heart is *still* sending blood around the body and the patient remains conscious and still breathing.

In these cases a fast response is important but sending the most appropriate response under ‘blue lights’ to assess the patient and transfer them immediately to coronary care is the help needed.

A cardiac arrest *is* immediately life-threatening and occurs when the heart suddenly *stops* pumping blood around the body.

Someone who is having a cardiac arrest will suddenly lose consciousness and will stop breathing, or stop breathing normally. Unless immediately treated with CPR, this always leads to death within minutes. Patients suffering cardiac arrest therefore need the *fastest* response possible.

### Where can public access defibrillators (PADs) be found?

PADs are commonly found in schools, community centres, leisure facilities, sports clubs, football stadiums, shopping centres, railway stations, airports and other public places.

Anybody in Scotland can purchase a PAD or apply for funding.

### Who supplies public access defibrillators (PADs)?

There are five main suppliers of PADs — Laerdal, Physio-Control, WEL Medical, Zoll and Cardiac Science.

## Why have some public access defibrillators (PADs) not been registered?

There is currently no legal obligation for owners/custodians to register PADs.

## What are suppliers doing to encourage public access defibrillator (PAD) registration with the Scottish Ambulance Service?

We have been working closely with suppliers to ensure that owners/custodians now receive a letter with their purchase urging them to register the PAD on our website.

## Is the issue of public access defibrillator (PAD) registration unique to Scotland?

No. Ambulance Services across the UK are currently trying to locate PADs and exploring ways to increase registration.

## Why is registration with the Scottish Ambulance Service important?

Increasing the number of public access defibrillators (PADs) registered with the Scottish Ambulance Service is important for several reasons:

- It will help us to locate and map PADs across Scotland which will enable our ambulance control centres to signpost bystanders to the nearest device when somebody experiences an out of hospital cardiac arrest in a public place.
- It will help us to improve community safety as we can monitor PADs across Scotland to ensure they are properly maintained and in full working order.
- It will help us to save more people who experience an out of hospital cardiac arrest. When someone experiences a cardiac arrest they are unconscious and not breathing and their life is in immediate danger.

## How do public access defibrillator (PAD) owners register their device with the Scottish Ambulance Service?

To register their device with the Scottish Ambulance Service, defibrillator owners should visit [pad.scottishambulance.com](http://pad.scottishambulance.com) and complete the short form online.

## How can people get involved with the R2R campaign?

We are urging people in communities across Scotland to get behind this campaign.

When you see a defibrillator in a public place, check with the owner to see if it has been registered with the Scottish Ambulance Service.

## Day of Action – Friday 10 March

On **Friday 10 March**, we want people across Scotland to take photographs of public access defibrillators and share them on Facebook and Twitter.

If the device has not been registered, direct the owner to our registration page. Please include the link to our registration page alongside your photographs: [pad.scottishambulance.com](https://pad.scottishambulance.com).

Alternatively, use the shortened version for Twitter: [bit.do/r2r](https://bit.do/r2r).

### Further information

We are a key partner in Save a Life Scotland, which brings together organisations across Scotland to focus on Out of Hospital Cardiac Arrest, in line with the Scottish Government's "Out of Hospital Cardiac Arrest" Strategy.

For further information, please email us at: [scotamb.communications@nhs.net](mailto:scotamb.communications@nhs.net).



## **SOCIAL MEDIA PACK (COMMUNITY COUNCIL LIAISON)**

We are asking Community Councillors to have their photographs taken with Public Access Defibrillators (PADs) in their local communities to help promote the Scottish Ambulance Service's **Registration to Resuscitation** campaign.

We need Community Councillors to...

- 1. Identify PADs in their community (e.g. in a school, community centre, church hall, leisure centre, library etc.)**
- 2. Check with the owners/custodians that they have been registered with Scottish Ambulance Service**
- 3. Have their photograph taken beside one (and custodian if possible)**
- 4. Share the photograph on social media**

### **Twitter**

When Tweeting PAD pictures, please include...

- 1. #Defib registered at<location pin emoji> [*Place Name, Postcode*]**
- 2. bit.do/r2r** (link to PAD registration page - shortened)
- 3. @Scotambservice** (Scottish Ambulance Service Twitter handle)
- 4. #R2R<keyboard emoji and red heart emoji>**

For example...

See overleaf.

### **Facebook / Instagram / Website**

When sharing PAD pictures on Facebook, Instagram and websites, please include...

- 1. #Defib registered at<location pin emoji> [*Full Address, Postcode*]**
- 2. pad.scottishambulance.com** (link to PAD registration page)
- 3. #R2R<keyboard emoji and red heart emoji>**

We will endeavour to Like, Share or Re-tweet messages that include **@Scotambservice** and **#R2R** via our corporate social media accounts.

For further information, please email us at: [scotamb.communications@nhs.net](mailto:scotamb.communications@nhs.net).



# Tweet



**Scottish Ambulance** ✓

@Scotambservice



#Defib registered at 📍 NHQ, Gyle Square, EH12 9EB. Not registered yours? Visit: [bit.do/r2r](https://bit.do/r2r)

@Scotambservice #R2R 📄❤️



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## COUNCILLOR INFORMATION BULLETIN

**Subject: Housing Land Audit  
Planning Service  
Development Services Department  
Briefing Note**

**Information Bulletin Prepared by: Kimberley McNeillie**

**Date: 20 March 2017**

### 1.0 Introduction

- 1.1 This Briefing Note updates Members on the 2015/16 Housing Land Audit (HLA) produced by the Planning Service as part of its ongoing Local Development Plan Monitoring, specifically with regard to housing land supply.

### 2.0 Subject

- 2.1 Scottish Planning Policy requires Planning Authorities to actively manage the housing land supply. The HLA is a tool to critically review and monitor the availability of effective housing land, the progress of sites through the planning process and housing completions.
- 2.2 By regularly monitoring development the Planning Authority can ensure that a generous supply of land is maintained and that enough land continues to be available to satisfy the Scottish Planning Policy requirement to provide an ongoing 5 year land supply within the Local Authority Area.
- 2.3 HLAs also provide a valuable source of information for a variety of other purposes, for both the Local Authority and other external organisations. Housing Associations and private developers will also benefit from being informed of the status of the sites that are identified within the Local Development Plan.
- 2.3 This is the second HLA to be completed by the Planning Service. The HLA will be updated on an annual basis, this is appropriate to the scale and quantity of development throughout the isles.

### 3.0 Next Stage

- 3.1 The HLA forms part of the evidence base for monitoring and measuring the effectiveness of the current Local Development Plan and will also form part of the evidence base required to produce a Monitoring Report that will inform the development of the Main Issues Report for the next Local

Development Plan. The completion of a HLA and the evidence contained within it provides background evidence relating to Housing Land Supply required as part of the Planning Performance Indicators. The HLA is also one of the sources of evidence used in the preparation of the Housing Need and Demand Assessment, undertaken by Housing Service.

#### 4.0 **For further information contact**

Kimberley McNeillie  
Planning Officer - Development Plans

Telephone Number: 01595 744832  
Email address: kimberley.mcneillie@shetland.gov.uk

#### 5.0 **Attachments**

Appendix 1 Housing Land Audit

Our Ref: BR004  
Date: 20 March 2017



# Shetland



Shetland  
Islands Council



Housing Land Audit 2015/16

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**Introduction**

This Housing Land Audit (HLA) has been carried out as per the requirements of Scottish Planning Policy and Planning Advice note 2/2010, which states:

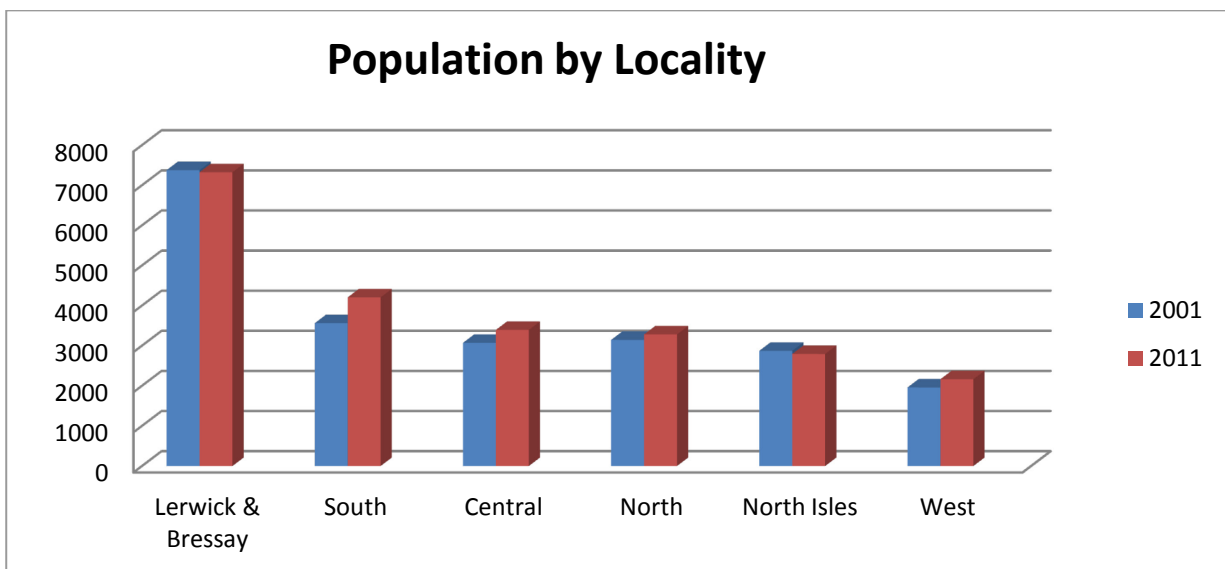
“Scottish Planning Policy (SPP) requires that a five year ongoing effective land supply is available to meet the identified housing land requirements. Planning authorities should therefore carry out regular monitoring of housing completions and the progress of sites through the planning process”

It is the intention of the Planning Service that this HLA be updated on an annual basis. The HLA details the number of housing completions and progress of sites through the planning process and demonstrates that there is adequate supply of land for housing across the Isles for at least the next 5 years.

**Background**

Shetland has had a relatively static population over the past 30 years fluctuating slightly between a low of 22, 768 in 1981 and a high of 23,167 in 2011.

Between 2001 and 2011 the population increased by 1179, the distribution of population and changes are shown in the table below.



Source: SIC Housing

## **Methodology**

The data for the Audit has been collated as part of the monitoring of the Shetland Local Development Plan 2014 and in accordance with Scottish Planning Policy.

## **Completions**

Housing completion data is recorded quarterly for statistical returns. For this audit the data recorded has been broken down into the following categories:

- Private housing (development by individuals or companies for private occupancy. This can be through owner/occupation or private rental)
- Affordable housing (developments by the SIC Housing Department and Hjaltland Housing Association)
- Completions for individual units
- Number of applications submitted/units completed for 2 or more units
- Conversions
- New Builds

## **Planning Permissions Granted**

The data collected regarding planning applications is split in to the following three groups reflecting the hierarchy identified within Policies H1, H2 and H3 in the Local Development Plan;

- Applications on Sites with Development Potential as identified in the LDP
- Applications on Areas of Best Fit as identified within the LDP
- Windfall sites

## Summary

The Local Development Plan (LDP) became the settled view of the Council in October 2012 and was adopted in September 2014. Our monitoring period for planning applications is October 2012 – 2015/16 and 2011/12 – 2015/16 for completions.

In the recording periods;

- 412 houses have been completed
- 91 % of completions was for new builds and 9% for conversions
- 59% of new builds were private housing and 41% affordable housing
- Lerwick & Bressay had most completions with 111 followed by Central with 98
- 361 housing units were approved
- 20% of housing approvals were on Sites with Development Potential
- 24% of housing approvals were in an Area of Best Fit
- 59% of housing approvals were on windfall sites

## Localities

In 2004, the Community Planning Board agreed on six localities for Shetland. The original boundaries showed Whiteness and Weisdale to be in the West Locality and Gulberwick in the Lerwick & Bressay locality. It was decided by the Community Partnership in 2015 that the boundaries be altered to include whole community council areas.

Locality	Community Council Areas
Lerwick & Bressay	Bressay Lerwick
North Isles	Fetlar Unst Yell Skerries Whalsay
Central	Burra & Trondra Scalloway Tingwall, Whiteness & Weisdale
North	Delting Nesting & Lunnasting Northmaven
South	Dunrossness Gulberwick, Quarff & Cunningsburgh Sandwick
West	Sandness & Walls Sandsting & Aithsting

### Transient Workers

Over the last 2 years Shetland has seen an influx in transient workers due to the development of a new Gas Plant and maintenance at Sullom Voe Terminal. The numbers of transient workers peaked at 3190 in 2014 (Workers Accommodation in Shetland Report, Highlands & Islands Enterprise).

There were some 800 workers (approx) located at an accommodation block at Sellaness with the majority residing in a purpose built hotel in Brae and barges located in Lerwick and Scalloway. In addition to this a number of personnel and sub contractors were located in private rented accommodation throughout the isles, with the majority located within Brae & Lerwick creating higher demand on the private rental market and an increased pressure on council house and housing association waiting lists.

As of 2016 BP confirmed that they currently have no barges within Shetland for housing staff. BP currently has a contract with the Sella Ness Lodge for rotational workforces and relinquished the leases of their rental properties in Lerwick and Brae which had previously been used. BP's seasonal workforce has been lower in 2016 compared to 2015, this is expected to be the same in 2017. The seasonal workforce is being accommodated in a combination of long term contracts in place in the North Mainland and the Sella Ness Lodge.

### Transient Workforce

	TOTAL (2014)	BP (2014)	BP ( 2015)
Floatels	1200	300	150
Hotels	100	0	0
Accommodation Facility (Sella Ness)	848	0	0
<b>Total</b>	<b>2148</b>	<b>300</b>	<b>150</b>

### Accommodation Facilities

	TOTAL (2014)	BP (2014)	BP (2015)
Floatels	5	1	1
Hotels	1	0	0
Accommodation Facility (Sella Ness)	1	0	0
House Rentals	11	0	0
<b>Total</b>	<b>18</b>	<b>1</b>	<b>1</b>

Source: BP & TOTAL

**House Sales**

In general, property values continued to increase during the period 2009-2015, however some localities have experienced a decrease in the average house prices throughout the 5 year period.

**Average Property Sales Prices**

	(£) 2009	(£) 2010	(£) 2011	(£) 2012	(£) 2013	(£) 2014	(£) 2015
Central Mainland	117,645	108,803	120,223	141,046	147,570	146,199	158,003
Lerwick & Bressay	116,726	134,816	141,409	124,323	139,371	164,285	166,091
North Isles	70,366	87,679	88,829	72,813	69,630	64,434	89,177
North Mainland	100,791	98,306	121,142	117,549	129,378	135,890	143,836
South Mainland	108,540	110,382	132,541	130,154	137,482	154,018	148,177
West Mainland	118,760	96,235	99,580	100,647	101,859	155,389	124,911

**Properties Sold**

	2009	2010	2011	2012	2013	2014	2015
Central Mainland	51	37	50	51	50	57	40
Lerwick & Bressay	91	77	107	81	103	96	67
North Isles	26	21	33	34	23	37	26
North Mainland	27	21	33	30	30	35	44
South Mainland	58	34	37	61	43	48	54
West Mainland	24	9	20	17	16	18	21
Recorded sales	277	199	280	274	265	291	252

### Housing Completions

House completions are calculated quarterly and are based on the Certificates of Completion issued by the Council’s Building Standards Service.

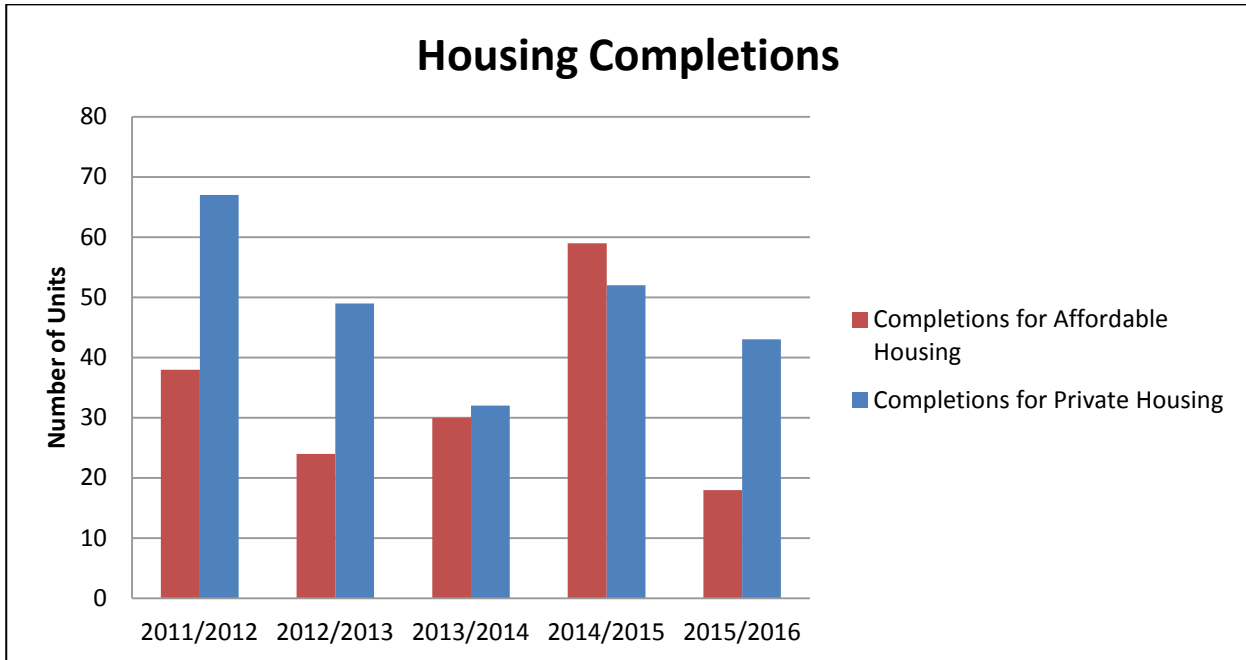
There isn’t a trend for housing completions throughout Shetland; the average number of units completed over the 5 year recording period is 82 per annum.

There were spikes of housing completions in 2011/12 and 2014/15 where figures reached over 100 units; this was due to an increase in multi-unit housing developments being completed.

Over the last 5 years 54% of completions have been for multi-unit schemes including new builds and conversions. 76% of multi unit completions were for affordable housing.

As would be expected based on the population split of the isles Lerwick & Bressay is the locality with the highest completion rate. However, the South Mainland has the highest rate of private completions with 69 units followed by Central Mainland with 50 and North Mainland with 48.

Lerwick had the majority of affordable completions with 85 units followed by central mainland with 48 units then north mainland with 20 units.





**Completions for All Housing (Private & Affordable Housing)**

	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	TOTAL
South Mainland	22	11	10	11	15	69
Lerwick & Bressay	26	2	25	32	26	111
Central Mainland	12	40	8	32	6	98
West Mainland	13	5	3	4	6	31
North Mainland	16	5	13	28	6	68
North Isles	16	10	3	4	2	35
<b>TOTAL</b>	<b>105</b>	<b>73</b>	<b>62</b>	<b>111</b>	<b>61</b>	<b>412</b>

**Completions for Affordable Housing**

	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	TOTAL
South Mainland	0	0	0	0	0	0
Lerwick & Bressay	20	0	22	25	18	85
Central Mainland	0	24	0	24	0	48
West Mainland	10	0	0	0	0	10
North Mainland	2	0	8	10	0	20
North Isles	6	0	0	0	0	6
<b>TOTAL</b>	<b>38</b>	<b>24</b>	<b>30</b>	<b>59</b>	<b>18</b>	<b>169</b>

**Completions for Private Housing**

	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	TOTAL
South Mainland	22	11	10	11	15	69
Lerwick & Bressay	6	2	3	7	8	26
Central Mainland	12	16	8	8	6	50
West Mainland	3	5	3	4	6	21
North Mainland	14	5	5	18	6	48
North Isles	10	10	3	4	2	29
<b>TOTAL</b>	<b>67</b>	<b>49</b>	<b>32</b>	<b>52</b>	<b>43</b>	<b>243</b>

**Completions for individual units - Private Housing**

	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	TOTAL
South Mainland	19	10	10	10	10	59
Lerwick & Bressay	6	1	1	2	7	17
Central Mainland	8	10	3	5	6	32
West Mainland	3	5	3	4	6	21
North Mainland	8	4	5	8	6	31
North Isles	10	10	3	4	2	29
<b>TOTAL</b>	<b>54</b>	<b>40</b>	<b>25</b>	<b>33</b>	<b>37</b>	<b>189</b>

**Completions for individual units - Affordable Housing**

	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	TOTAL
South Mainland	0	0	0	0	0	0
Lerwick & Bressay	0	0	0	0	0	0
Central Mainland	0	0	0	0	0	0
West Mainland	0	0	0	0	0	0
North Mainland	0	0	0	0	0	0
North Isles	0	0	0	0	0	0
<b>TOTAL</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

**Number of applications submitted/units completed for 2 or more units**

	2011/2012		2012/2013		2013/2014		2014/2015		2015/2016		TOTAL	
	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of apps	Units
South Mainland	2	3	0	1	0	0	0	1	0	5	2	10
Lerwick & Bressay	2	20	1	1	2	24	0	30	0	19	5	94
Central Mainland	1	4	4	30	1	5	0	27	0	0	6	66
West Mainland	1	10	0	0	0	0	0	0	0	0	1	10
North Mainland	4	8	1	1	1	8	0	20	0	0	6	37
North Isles	1	6	0	0	0	0	0	0	0	0	1	6
<b>TOTAL</b>	<b>11</b>	<b>51</b>	<b>6</b>	<b>33</b>	<b>4</b>	<b>37</b>	<b>0</b>	<b>78</b>	<b>0</b>	<b>24</b>	<b>21</b>	<b>223</b>

\*Applications

**Number of applications submitted/units completed for 2 or more units for affordable housing**

	2011/2012		2012/2013		2013/2014		2014/2015		2015/2016		TOTAL	
	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of apps	Units
South Mainland	0	0	0	0	0	0	0	0	0	0	0	0
Lerwick & Bressay	2	20	0	0	1	22	0	25	0	18	3	85
Central Mainland	0	0	2	24	0	0	0	24	0	0	2	48
West Mainland	1	10	0	0	0	0	0	0	0	0	1	10
North Mainland	1	2	0	0	1	8	0	10	0	0	2	20
North Isles	1	6	0	0	0	0	0	0	0	0	1	6
<b>TOTAL</b>	<b>5</b>	<b>38</b>	<b>2</b>	<b>24</b>	<b>2</b>	<b>30</b>	<b>0</b>	<b>59</b>	<b>0</b>	<b>18</b>	<b>9</b>	<b>169</b>

\*Applications

**Number of applications submitted/units completed for 2 or more units for private housing**

	2011/2012		2012/2013		2013/2014		2014/2015		2015/2016		TOTAL	
	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of apps	Units
South Mainland	2	3	0	1	0	0	0	1	0	5	2	10
Lerwick & Bressay	0	0	1	1	1	2	0	5	0	1	2	9
Central Mainland	1	4	2	6	1	5	0	3	0	0	4	18
West Mainland	0	0	0	0	0	0	0	0	0	0	0	0
North Mainland	3	6	1	1	0	0	0	10	0	0	4	17
North Isles	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>6</b>	<b>13</b>	<b>4</b>	<b>9</b>	<b>2</b>	<b>7</b>	<b>0</b>	<b>19</b>	<b>0</b>	<b>6</b>	<b>12</b>	<b>54</b>

\*Applications

**Number of applications submitted/units completed for Conversions**

	2011/2012		2012/2013		2013/2014		2014/2015		2015/2016		TOTAL	
	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of apps	Units
South Mainland	0	0	0	0	0	0	0	0	0	0	0	0
Lerwick & Bressay	3	8	1	1	0	2	2	21	1	2	7	34
Central Mainland	0	0	0	0	0	0	1	3	0	0	1	3
West Mainland	0	0	0	0	0	0	0	0	0	0	0	0
North Mainland	0	0	0	0	0	0	0	0	0	0	0	0
North Isles	0	0	0	0	0	0	0	0	0	0	0	0
<b>TOTAL</b>	<b>3</b>	<b>8</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>2</b>	<b>3</b>	<b>24</b>	<b>1</b>	<b>2</b>	<b>8</b>	<b>37</b>

\*Applications

## Number of applications submitted/units granted for New Dwellings

	2011/2012		2012/2013		2013/2014		2014/2015		2015/2016		TOTAL	
	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of Apps	Units	No. Of apps	Units
South Mainland	21	22	11	11	10	10	11	11	11	15	64	69
Lerwick & Bressay	5	18	1	1	2	23	4	11	7	24	19	77
Central Mainland	9	12	14	40	4	8	7	29	6	6	40	95
West Mainland	4	13	5	5	3	3	4	4	6	6	22	31
North Mainland	12	16	5	5	6	13	12	28	6	6	41	68
North Isles	11	16	10	10	3	3	4	4	2	2	30	35
<b>TOTAL</b>	<b>62</b>	<b>97</b>	<b>46</b>	<b>72</b>	<b>28</b>	<b>60</b>	<b>42</b>	<b>87</b>	<b>38</b>	<b>59</b>	<b>216</b>	<b>375</b>

\*Applications

### **Land Supply for Housing**

Shetland's Local Housing Strategy 2011-2016 estimates an overall housing supply target (includes private and affordable housing) of 1230-1420 over a 10 year period. This equates to 123-142 homes per year. 530 – 721 of these homes should be affordable, giving an affordable housing target of 53-72 per year.

The Shetland Local Development Plan does not currently include any allocations, only Sites with Development Potential, which provide less detailed information on number of units per site.

The Planning Service has based its calculations on the number of units likely to be developed per site on a desk based density calculation where average densities were calculated throughout Shetland. The following figures are the end result:

Lerwick: 18 units per hectare

Areas of Best Fit: 14 units per hectare

Elsewhere: 7 units per hectare

When specific proposals come in on individual sites the actual densities may vary, due to design, layout and physical limitations affecting individual sites.

**Applications granted Permission but not yet commenced (units)**

	2012/2013*	2013/2014	2014/15	2015/16	Total
South Mainland	5	29	9	11	54
Lerwick & Bressay	2	1	2	16	21
Central Mainland	8	8	1	6	23
West Mainland	1	2	13	2	18
North Mainland	2	5	6	12	25
North Isles	2	4	1	6	13
<b>TOTAL</b>	<b>20</b>	<b>49</b>	<b>32</b>	<b>53</b>	<b>154</b>

**Total Number of Units Approved**

	2012/2013*	2013/2014	2014/2015	2015/2016	Total
South Mainland	1	45	31	24	77
Lerwick & Bressay	5	14	9	47	28
Central Mainland	8	25	21	14	54
West Mainland	4	6	13	2	23
North Mainland	6	16	19	24	41
North Isles	2	6	8	11	16
<b>TOTAL</b>	<b>26</b>	<b>112</b>	<b>101</b>	<b>122</b>	<b>361</b>

**Permissions Granted on SWDP (units)**

	2012/2013*	2013/2014	2014/15	2015/16	Total
South Mainland	0	16	1	1	18
Lerwick & Bressay	0	0	0	23	0
Central Mainland	0	9	0	2	11
West Mainland	0	1	8	0	9
North Mainland	1	3	1	5	10
North Isles	0	0	0	0	0
<b>TOTAL</b>	<b>1</b>	<b>29</b>	<b>10</b>	<b>31</b>	<b>71</b>

**Permissions Granted on AOBF (units)**

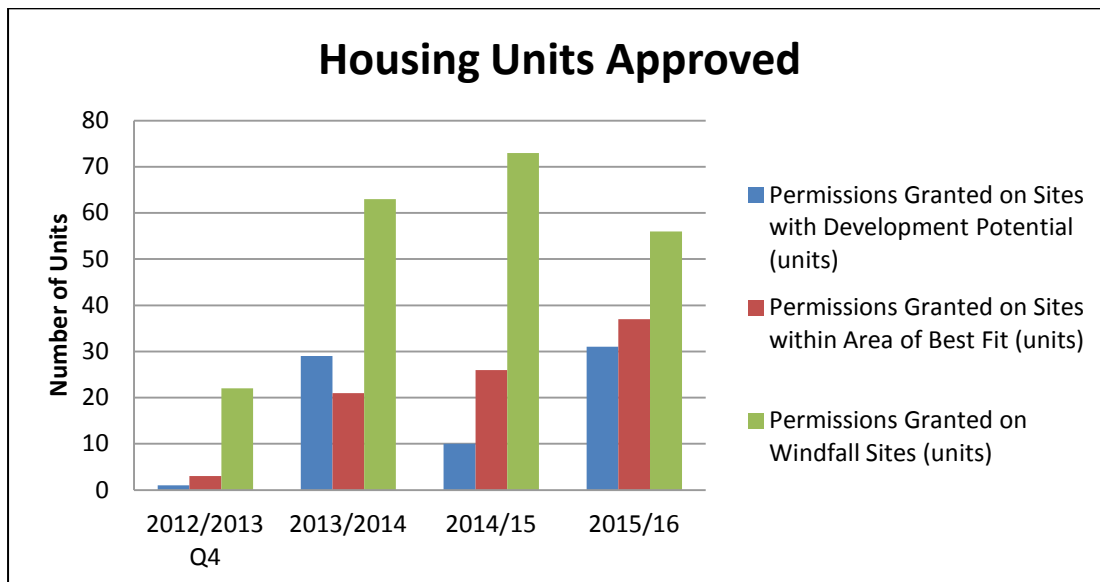
	2012/2013*	2013/2014	2014/15	2015/16	Total
South Mainland	0	0	2	4	6
Lerwick & Bressay	3	13	8	26	50
Central Mainland	0	1	1	0	2
West Mainland	0	1	8	0	9
North Mainland	0	2	3	3	8
North Isles	0	4	4	4	12
<b>TOTAL</b>	<b>3</b>	<b>21</b>	<b>26</b>	<b>37</b>	<b>87</b>

3% of applications granted were on both a Site with Development Potential and in an Area of Best Fit

**Permissions Granted on Windfall (units)**

	2012/2013*	2013/2014	2014/2015	2015/2016	Total
South Mainland	1	29	28	19	77
Lerwick & Bressay	2	1	1	0	4
Central Mainland	8	15	20	12	55
West Mainland	4	5	5	2	16
North Mainland	5	11	15	16	47
North Isles	2	2	4	7	15
<b>TOTAL</b>	<b>22</b>	<b>63</b>	<b>73</b>	<b>56</b>	<b>214</b>

\*Data from 2012/13 is recorded from the date of the LDP being approved by Development Committee - 10/10/2012





**Development on Sites with Development Potential**

The total area of land still available as of 31 March 2016 for development on SWDP as identified in the LDP is 132.28 hectares. Using the desk based density calculations this provides enough land for approx 1480 housing units. It should be noted that this figure is purely based on desk based calculations detailed above.

	SWDP Area (Ha)	Development Area (Ha)	Remaining Area (Ha)
South Mainland	36.2	1.34	34.86
Lerwick & Bressay	60.23	23.5	36.73
Central Mainland	25.36	1.41	23.95
West Mainland	3.43	0.41	3.02
North Mainland	32.87	1.3	31.57
North Isles	2.15	0	2.15
<b>TOTAL</b>	<b>160.24</b>	<b>27.96</b>	<b>132.28</b>

**Sites**

Detailed information follows on each of the Sites with Development Potential as an appendix to this Housing Land Audit. It includes a site map as well as information on site area, planning status, estimated development timescales and number of units developed/ approved (if any) on the sites.

## **Next Steps**

This audit identifies an adequate supply of housing land. It has been informed by the Local Development Plan, including the Action Programme and The Local Housing Strategy.

Our Action Programme was updated and submitted to the Scottish Government in December 2016. The Action Programme forms part of the ongoing monitoring of the adopted Local Development Plan.

The Planning Service is continuing to work closely with The Council's Housing Service and Hjaltland Housing Association to inform the Housing Needs and Demand Assessment update. We are a partner on the Housing Market Partnership and a joint working group with Housing Service to help inform the HNDA process. We also continue to work with Housing Service and Hjaltland Housing Association for the Local Housing Strategy and Strategic Housing Investment Plan.

## **Contacts and links to relevant Documents:**

SIC Planning Service  
8 North Ness  
Lerwick  
Shetland  
ZE1 0LZ

**Telephone:** 01595 744293

[Development.plans@shetland.gov.uk](mailto:Development.plans@shetland.gov.uk)

## **Shetland Local Development Plan**

<http://www.shetland.gov.uk/ldp>

## **Local Housing Strategy**

[http://www.shetland.gov.uk/housing/policies\\_housing\\_strategy.asp](http://www.shetland.gov.uk/housing/policies_housing_strategy.asp)

## **Glossary**

### **Windfall**

Development sites that are not identified through forward planning processes but become available for various ad hoc reasons.

### **Sites with Development Potential**

Sites with Development Potential are sites that have been identified through the 'Call for Sites' process. The sites have been assessed as 'sites with development potential' for housing and mixed use through a consistent site assessment process during the formulation of the LDP 2014.

### **Area of Best Fit**

The Areas of Best Fit (AoBF) have been identified to provide a focus for growth within and adjacent to the largest community in each locality and the large islands in Shetland, whilst recognising the dispersed settlement pattern of Shetland.

### **Affordable Housing**

Affordable housing is defined broadly as housing of a reasonable quality that is affordable to people on modest incomes. Affordable housing may be provided in the form of social rented accommodation, mid-market rented accommodation, shared ownership housing, shared equity housing, housing sold at a discount (including plots for self-build), and low cost housing without subsidy. For the monitoring of data we have recorded developments by the SIC Housing Department and Hjaltland Housing Association as affordable.

### **Private Housing**

Private housing is development by individuals or companies for private occupancy. This can be through owner/occupation or private rental.

# Shetland

Lerwick & Bressay



# Site: BR001

East Ham, Bressay

Site Size (ha): 1.64  
 Development size (ha):  
 Remaining Site for development (ha): 1.64  
 Units on Site: 0  
 N: 113971  
 E: 449657



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

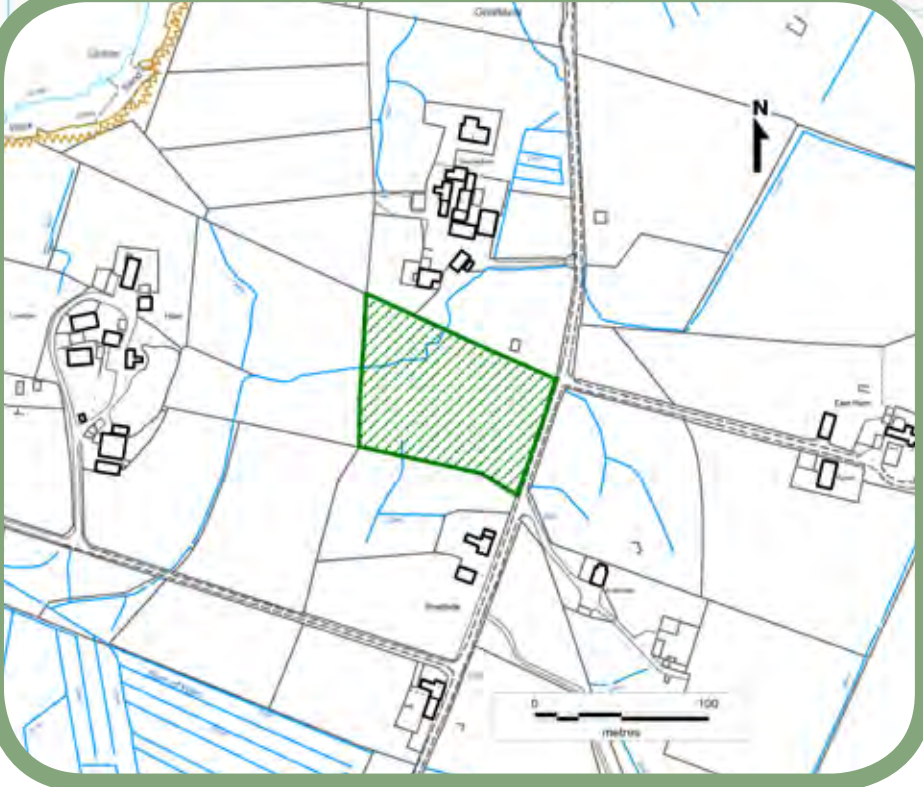


**Shetland**  
Islands Council

# Site: BR002

Ham, Bressay

Site Size (ha): 0.80  
 Development size (ha):  
 Remaining Site for development (ha): 0.80  
 Units on Site: 0  
 N: 113969  
 E: 449317



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

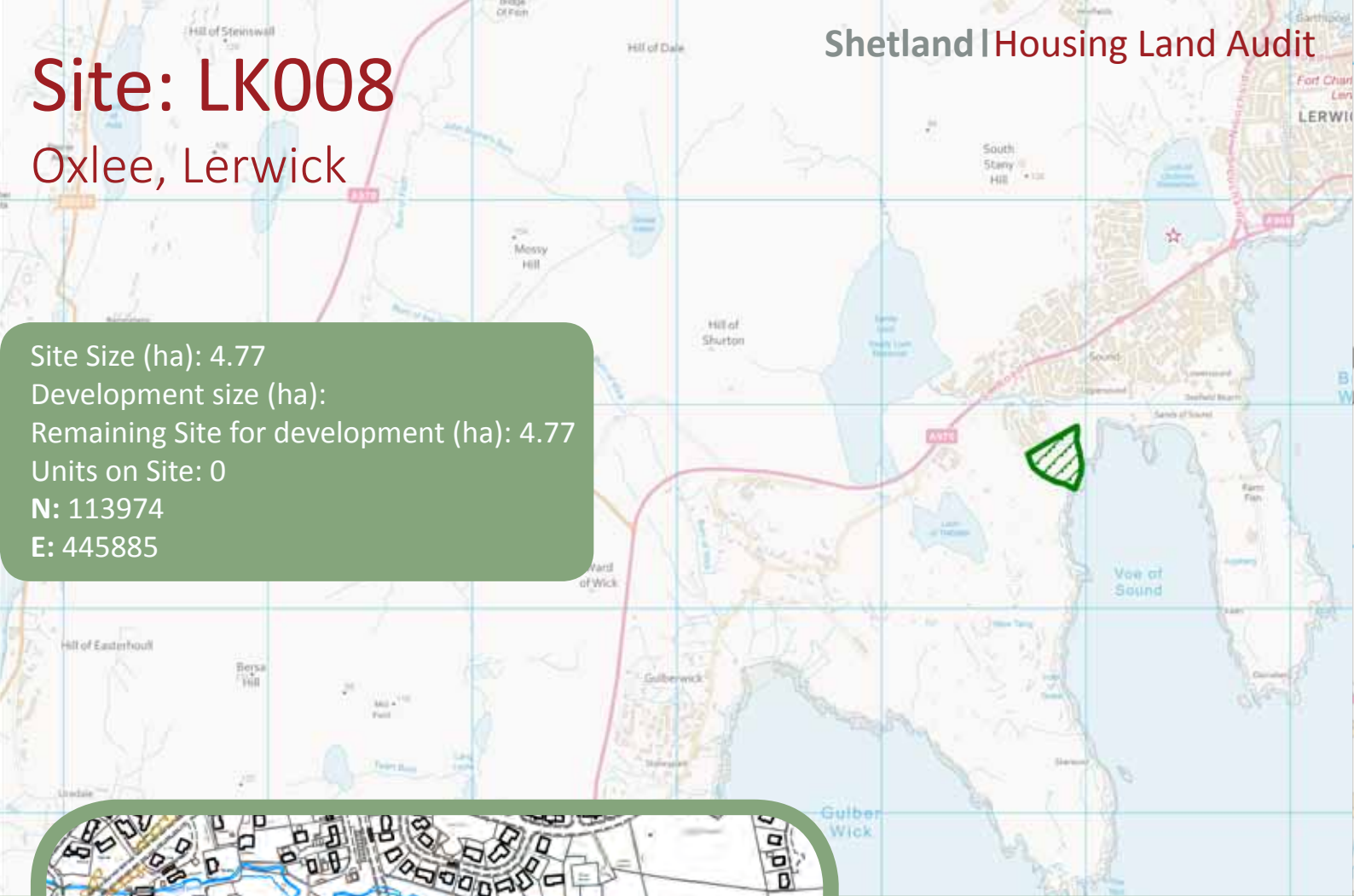


Shetland Islands Council

# Site: LK008

Oxlee, Lerwick

Site Size (ha): 4.77  
 Development size (ha):  
 Remaining Site for development (ha): 4.77  
 Units on Site: 0  
 N: 113974  
 E: 445885



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

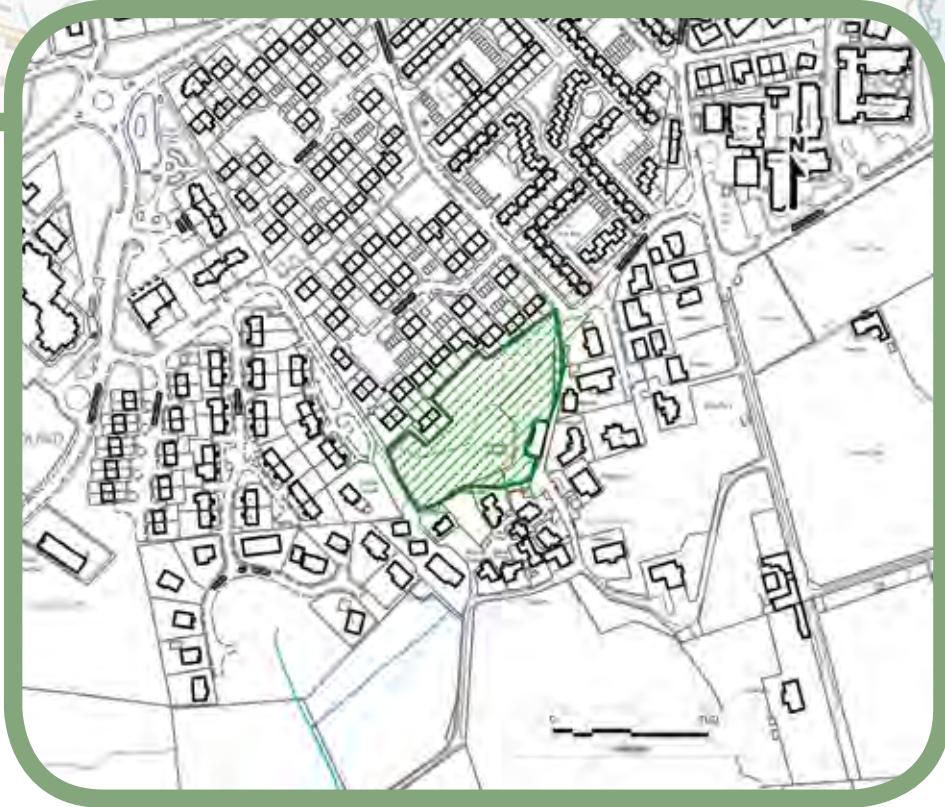
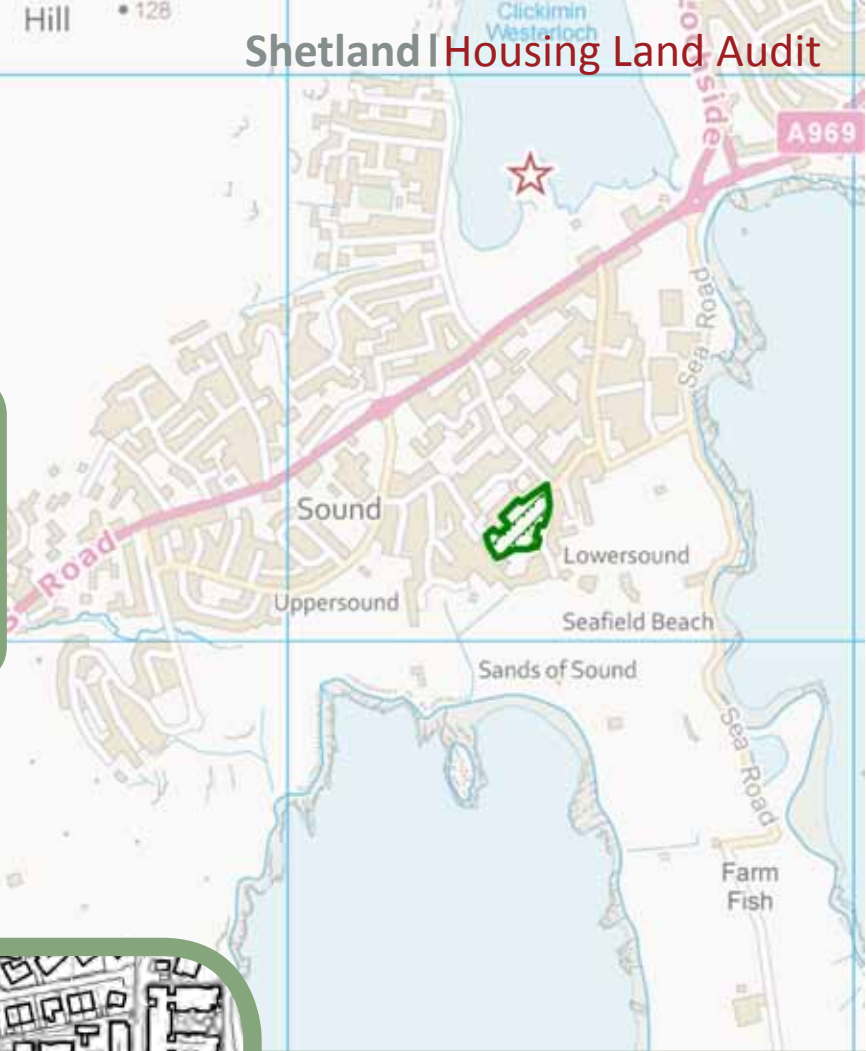


Shetland  
Islands Council

# Site: LK009

Lower Sound, Lerwick

Site Size (ha): 0.73  
 Development size (ha):  
 Remaining Site for development (ha): 0.73  
 Units on Site: 0  
 N: 114021  
 E: 446407



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



Shetland  
Islands Council



# Site: LK010

Seafield, Lerwick

Site Size (ha): 0.97  
 Development size (ha):  
 Remaining Site for development (ha): 0.97  
 Units on Site: 0  
 N: 114024  
 E: 446598



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

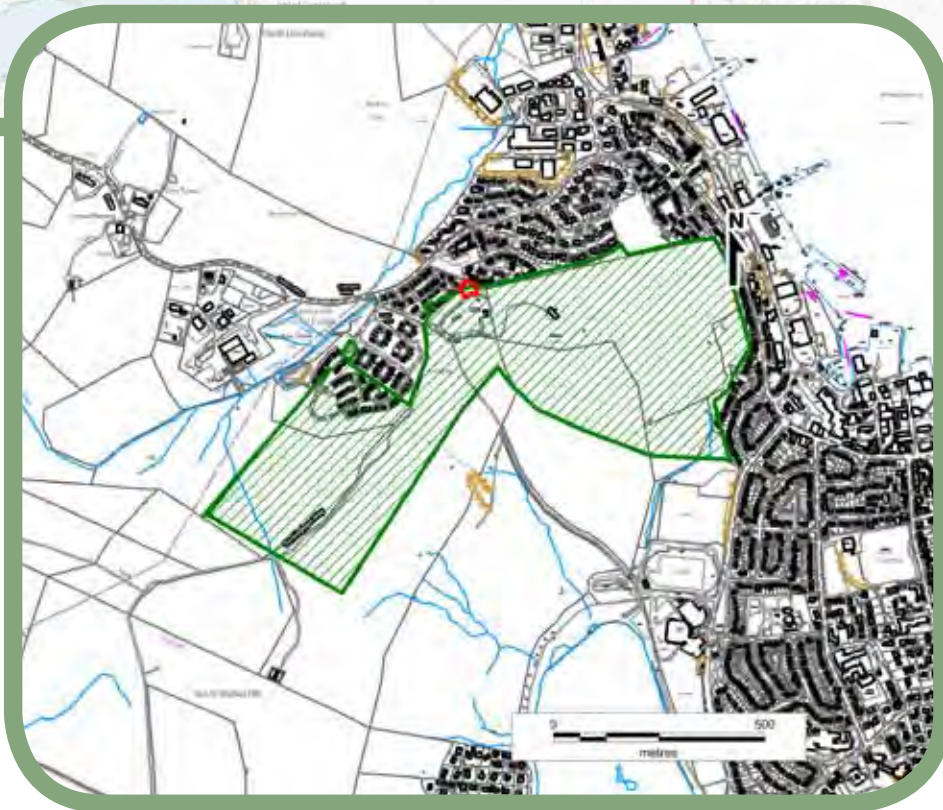


Shetland  
Islands Council

# Site: LK012

## Staneyhill, Lerwick

Site Size (ha): 44.14  
 Development size (ha): 22.35  
 Remaining Site for development (ha): 21.79  
 Units Site: 0  
 N: 114179  
 E: 445918



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



**Shetland**  
Islands Council

# Site: LK013

Norstane, Lerwick

Site Size (ha): 1.19  
 Development size (ha):  
 Remaining Site for development (ha): 1.19  
 Units on Site: 0  
 N: 114224  
 E: 446553



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

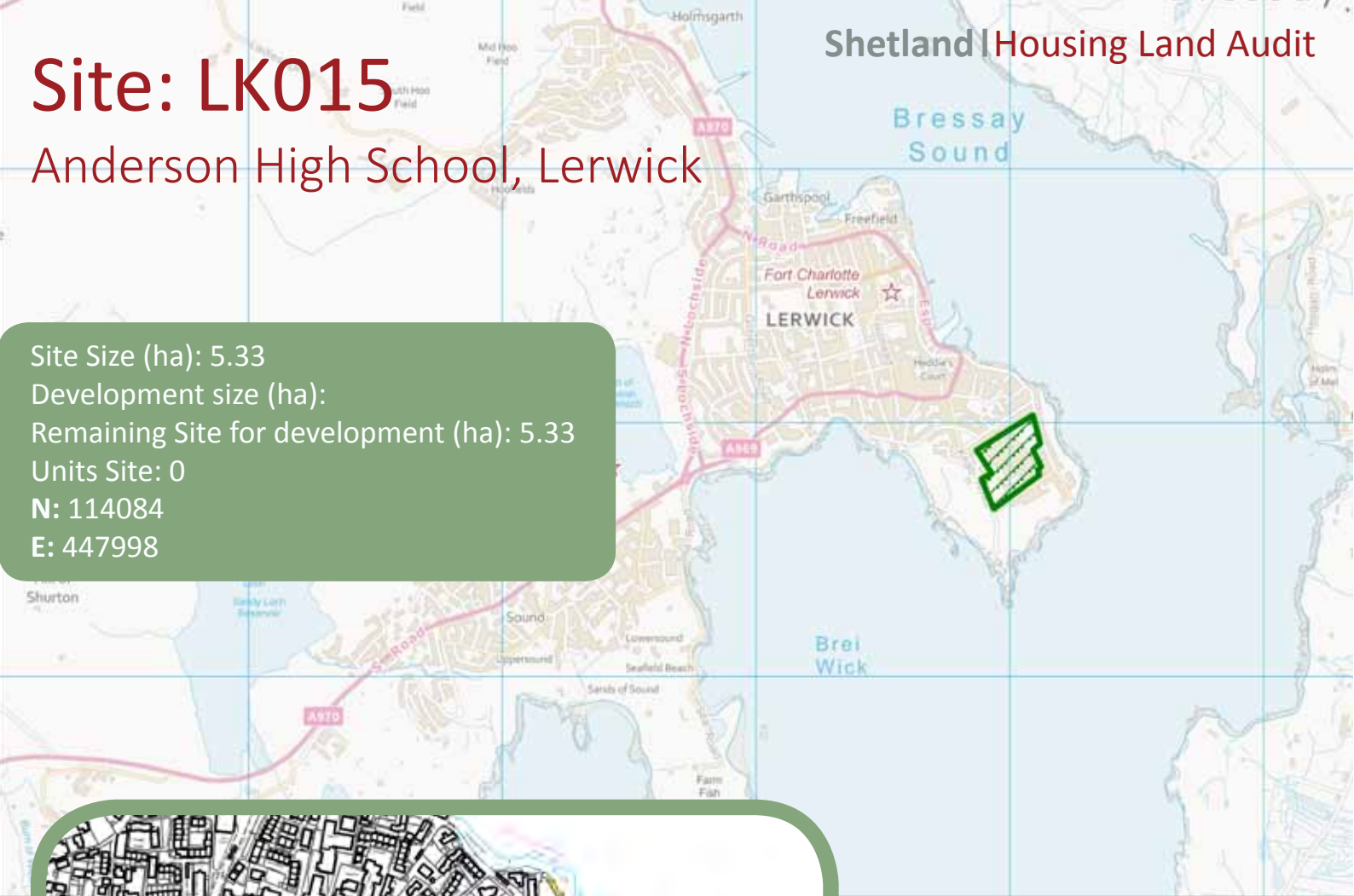


Shetland  
Islands Council

# Site: LK015

## Anderson High School, Lerwick

Site Size (ha): 5.33  
 Development size (ha):  
 Remaining Site for development (ha): 5.33  
 Units Site: 0  
 N: 114084  
 E: 447998



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

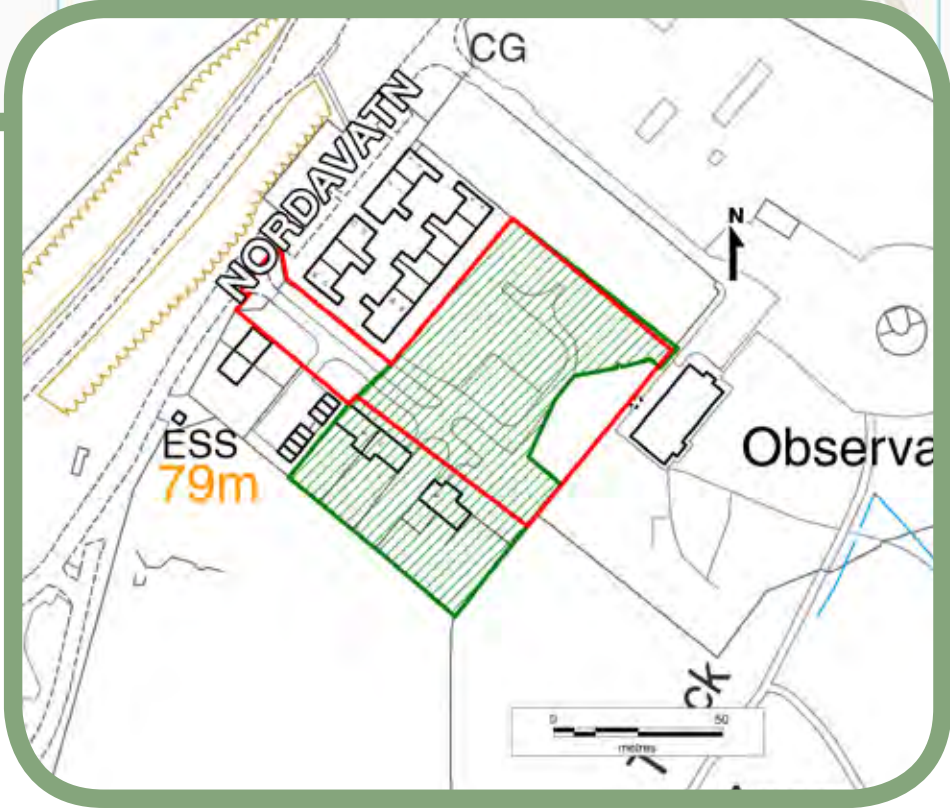


Shetland  
Islands Council

# Site: LK016

## Lerwick Observatory, Lerwick

Site Size (ha): 0.57  
 Development size (ha):  
 Remaining Site for development (ha): 0.57  
 Units on Site: 0  
 N: 113970  
 E: 445327



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



Shetland  
Islands Council



## **COUNCILLOR INFORMATION BULLETIN**

**Subject – Employment Land Audit  
Planning Service  
Development Services Department  
Briefing Note**

**Information Bulletin Prepared by: Kimberley McNeillie**

**Date: 20 March 2017**

### **1.0 Introduction**

- 1.1 This Briefing Note updates Members on the Employment Land Audit produced by the Planning Service as part of its ongoing Development Plan monitoring regarding employment land.

### **2.0 Subject**

- 2.1 Scottish Planning Policy requires Local Authorities to monitor the uptake of land within their Local Development Plan through the production of an Employment Land Audit.
- 2.2 The Employment Land Audit reports on the status of land allocated within the Local Development Plan (LDP) and the number of applications approved for Business and Industry from October 2012, when the Plan was approved, up to 31 March 2016.
- 2.3 The Employment Land Audit records the numbers of applications approved throughout Shetland in respect of the following use classes:
- Use Class 4 – Business
  - Use Class 5 – General Industry
  - Use Class 6 – Storage and Distribution
- 2.2 The Information has been recorded and presented in 4 categories; Sites with Development Potential, Areas of Best Fit, Industrial Areas and Windfall Sites.

**Sites with Development Potential** have been identified through the 'Call for Sites' process. The sites have been assessed as 'Sites with Development Potential' for business and industry or mixed use through a rigorous site assessment process during the formulation of the LDP 2014.

**Industrial areas** were previously identified in the 2004 Local Plan and were carried forward in to the LDP 2014.

**Areas of Best Fit** have been identified to provide a focus for growth within and adjacent to the largest community in each locality and the large islands in Shetland, whilst recognising the dispersed settlement pattern of Shetland.

**Windfall Sites** are development sites which are not identified through forward planning processes but become available for various ad hoc reasons.

- 2.3 The Planning Service has carried out an informal consultation of the Employment Land Audit with Highlands and Islands Enterprise and Economic Development Service.

### 3.0 **Next Stage**

- 3.1 The Planning Service will updated the Employment Land Audit annually to ensure monitoring data remains up to date on the uptake of the Sites with Development Potential and Areas of Best Fit for employment land within the Local Development Plan.

### 4.0 **For further information contact:**

- 4.1 Kimberley McNeillie  
Planning Officer – Development Plans  
Telephone Number: 01595 744832  
Email address: kimberley.mcneillie@shetland.gov.uk

### 5.0 **Attachments**

- 5.1 Appendix 1 – Employment Land Audit

Our Ref: BR003  
Date: 20 March 2017

# Shetland

## Employment Land Audit



Shetland  
Islands Council



2015/16

Employment Land Audit



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# Introduction



## Introduction

The Shetland Islands Council Employment Land Audit (ELA) 2015 provides an overview of the availability of employment land across Shetland. The figures contained within the ELA demonstrate the status and availability of employment sites as of 31st March 2016.

For the purposes of this audit employment land is limited to Class 4 (Business), 5 (General Industry) and 6 (Storage and Distribution) as defined in the 1997 Town and Country Planning (Use Classes) (Scotland) Order.

The audit is a useful tool in monitoring the uptake of sites with development potential for business and industry and identifying any shortfall in availability of land for such development.

## National Policy

**Scottish Planning Policy (SPP)** sets out the national policy direction for land use planning, including policy on the provision of employment land in Local Development Plans.

Scottish Planning Policy Paragraphs 101, 102 and 103 state that:

101. Local development plans should allocate a range of sites for business, taking account of current market demand; location, size, quality and infrastructure requirements; whether sites are serviced or serviceable within five years; the potential for a mix of uses; their accessibility to transport networks by walking, cycling and public transport and their integration with and access to existing transport networks. The allocation of such sites should be informed by relevant economic strategies and business land audits in respect of land use classes 4, 5 and 6.

102. Business land audits should be undertaken regularly by local authorities to inform reviews of development plans, and updated more frequently if relevant. Business land audits should monitor the location, size, planning status, existing use, neighbouring land uses and any significant land use issues (e.g. underused, vacant, derelict) of sites within the existing business land supply.

103. New sites should be identified where existing sites no longer meet current needs and market expectations. Where existing business sites are underused, for example where there has been an increase in vacancy rates, reallocation to enable a wider range of viable business or alternative uses should be considered, taking careful account of the potential impacts on existing businesses on the site.



## Local Policy

The Shetland Local Development Plan was adopted in September 2014. The Local Development Plan has a key role to play in maintaining the number of economically active people throughout Shetland by supporting the development of business and industry. Generating and promoting new jobs in existing communities embraces the principles of sustainability, reducing the need to travel and maintaining the viability of local services and infrastructure.

The Plan, alongside associated Draft Supplementary Guidance on Business and Industry, identifies a range of Sites with Development Potential for industry as well as carrying forward the Industrial areas as identified in the previous Shetland Local Plan 2004.

Policy ED1 – Support for Business and Industry sets out the Council’s position on encouraging sustainable economic development opportunities and business developments with particular regard to Sites with Development Potential for industry and identified industrial areas.

Supplementary Guidance – Business and industry Policy SGED1 sets out the hierarchy of land available for business and industry throughout Shetland. Policy SGED2 provides the policy framework for such developments in existing rural settlement, particularly Areas of Best Fit, where land is not designated for specific purposes.



## Methodology

This Audit is based on data from planning permissions granted for business and industry developments under use classes 4, 5 and 6.

The data for the Audit has been collated as part of the monitoring of the Shetland Local Development Plan 2014 and in accordance with Scottish Planning Policy.

The data collected is split into the following four groups reflecting the hierarchy identified within Policy SGED1:

1. Applications on Sites with Development Potential as identified in the LDP
2. Applications within industrial areas as identified in the LDP
3. Applications on Areas of Best Fit as identified within the LDP
4. Windfall sites

**Sites with Development potential:** These sites have been identified through the 'Call for Sites' process.

The sites have been assessed as 'Sites with Development Potential' for business and industry through a rigorous site assessment process during the formulation of the LDP 2014.

**Industrial areas:** Industrial areas previously identified in the 2004 Local Plan were carried forward in to the LDP 2014.

**Windfall Sites:** Development sites which are not identified through forward planning processes but become available for various ad hoc reasons.

The planning Service acknowledges that 59 percent of developments are on windfall sites.

Whilst these developments are not on sites allocated within the Local Development Plan they do comply with the plans policies.

**Areas of Best Fit:** Areas of Best Fit (AoBF) have been identified to provide a focus for growth within and adjacent to the largest community in each locality and the large islands in Shetland, whilst recognising the dispersed settlement pattern of Shetland.

Within AoBF amenities such as schools, shops, employment and essential infrastructure are all readily available through a range of sustainable transport options; and will support large, medium and small scale developments. AoBF have been identified as desirable for development because they;

- Can connect to the main sewer
- Are within 800 m (walking distance) of two of the following; convenience store/ post office (only one in any count), GP surgery, primary school, public hall and play park
- No part of any of the Shetland Mainland AoBF is more than 400 metres from a public bus service (either feeder buses or primary routes)
- No part of any AoBF is below the 5m contour or shown on the SEPA flood maps
- Low likelihood of having significant impacts on biodiversity including European or locally designated nature conservation sites.

# Planning Applications approved



## Tables

### Applications approved on a Site with Development Potential

	2012/13*	2013/14	2014/15	2015/16	Total
Use Class 4	0	2	4	4	10
Use Class 5	0	2	3	4	9
Use Class 6	0	2	2	0	4
Total	0	6	9	8	23

### Applications approved on Windfall Sites

	2012/13*	2013/14	2014/15	2015/16	Total
Use Class 4	1	5	6	5	17
Use Class 5	2	5	6	8	21
Use Class 6	1	2	2	4	9
Total	4	12	14	17	47

### Applications Approved on an Industrial Zone identified within the Business & Industry Supplementary Guidance

	2012/13*	2013/14	2014/15	2015/16	Total
Use Class 4	0	1	2	3	6
Use Class 5	0	0	1	1	2
Use Class 6	1	2	1	3	7
Total	1	3	4	7	15

### Applications Approved within an Area of Best Fit

	2012/13*	2013/14	2014/15	2015/16	Total
Use Class 4	1	1	1	0	3
Use Class 5	0	0	1	0	1
Use Class 6	0	0	0	0	0
Total	1	1	2	0	4

### Total Applications

	2012/13*	2013/14	2014/15	2015/16	Total
Use Class 4	2	8	10	11	31
Use Class 5	2	7	9	12	30
Use Class 6	2	5	4	7	18
Total	6	20	23	30	79

\*Data from 2012/13 is recorded from the date the LDP was approved by the Development Committee - 10/10/2012



## **Analysis**

29% of applications received were on Sites with Development Potential

43% of applications on SWDP were for Class 4, 39% for Class 5 and 17% for Class 6

39% of applications were for Business developments (use class 4), 38% of applications were for general industry (use class 5) and 23% for storage and distribution (use class 6)

## **Next Steps**

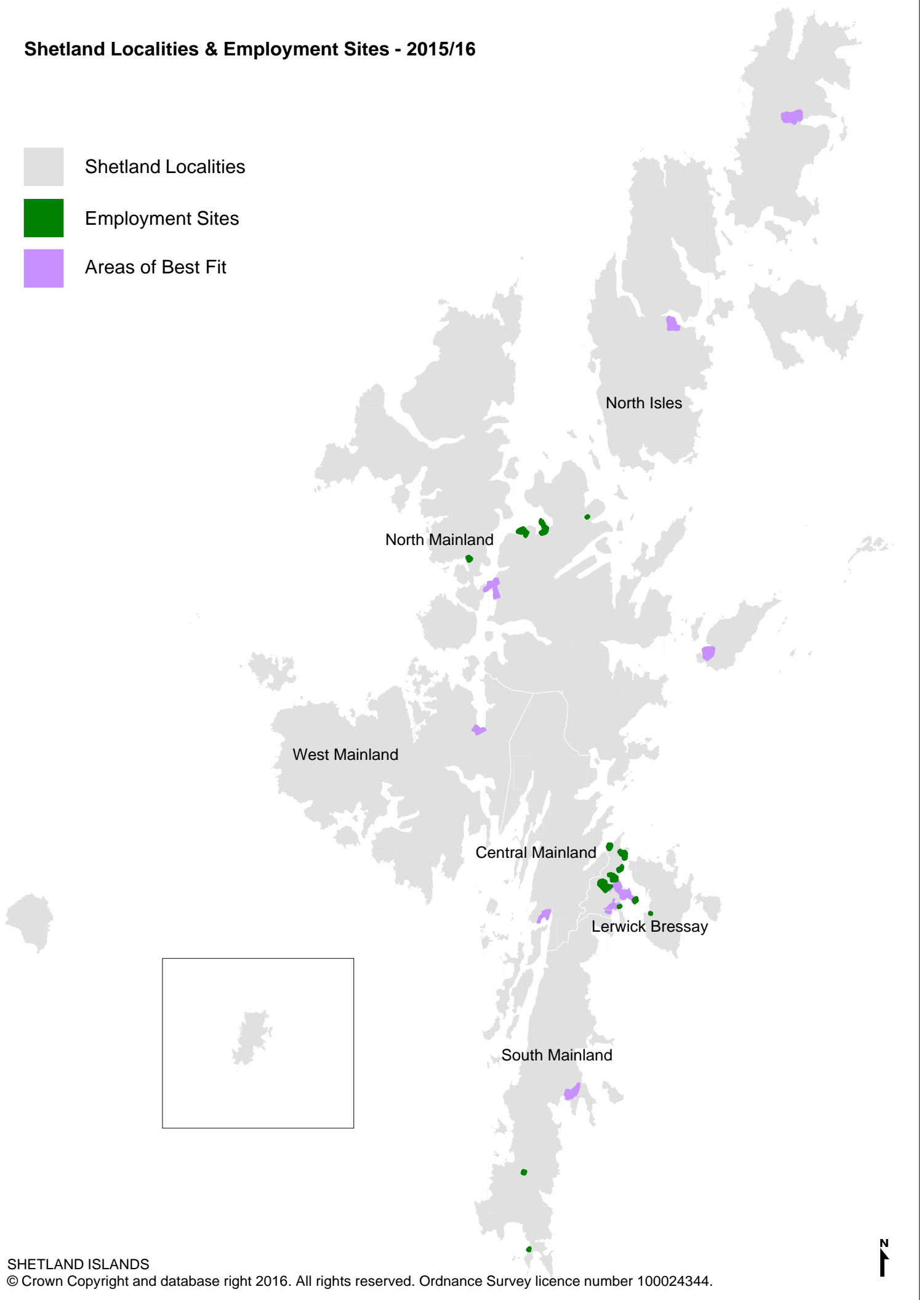
This Audit identifies that there is an adequate supply of employment land. This audit helps inform the Action Programme as part of the continual monitoring of the Local Development Plan.

Since the land Employment Land Audit was published work has continued on gathering the evidence base that will feed into the next Local Development Plan. Through this process Planning is working with the Council's Economic Development Unit and Highlands and Islands Enterprise (HIE) to gain knowledge of the current and projected status of different economic sectors.

We will continue to work closely with developers, agencies and other Council departments through the lifetime of current LDP and throughout the development of the next plan.

# Shetland Localities & Employment Sites - 2015/16

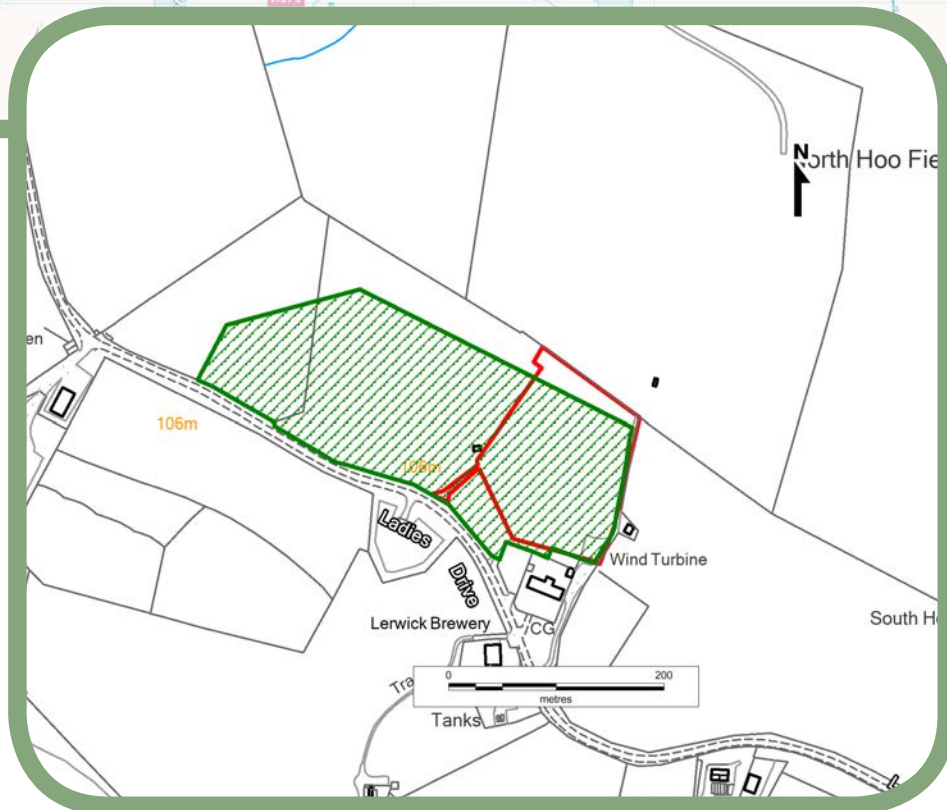
- Shetland Localities
- Employment Sites
- Areas of Best Fit



# Site: LK001

## Former Decca Station, Lerwick

Site Size (ha): 5.37  
 Development size (ha): 1.64  
 Remaining Site for development (ha): 3.73



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



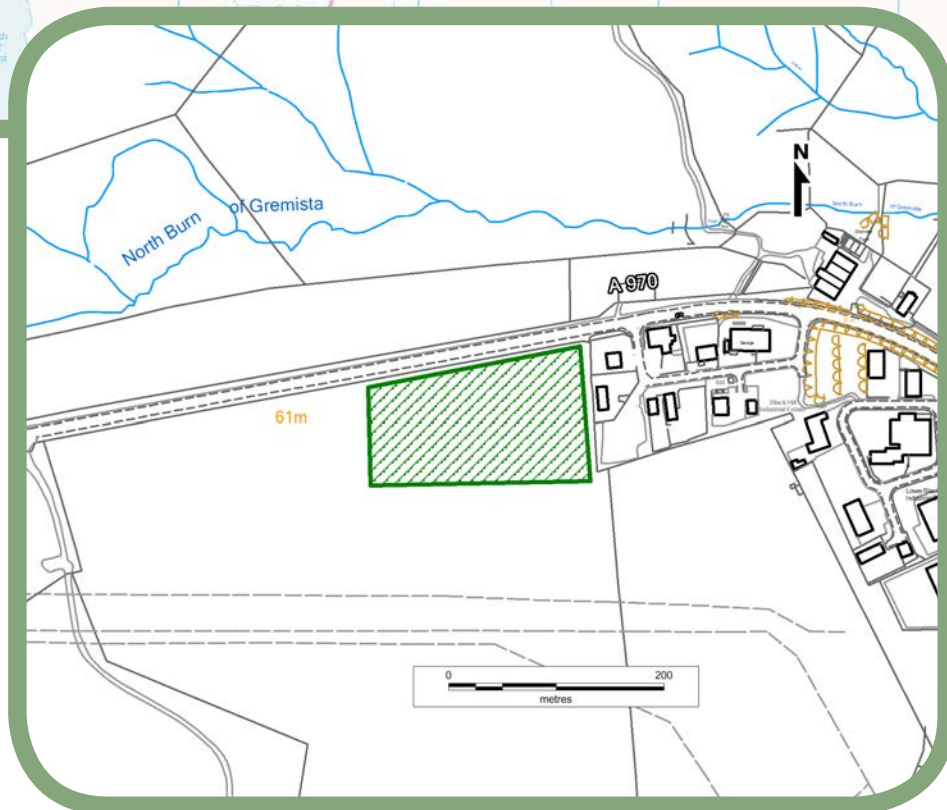
Shetland  
Islands Council



# Site: LK002

## Blackhill Industrial Estate, Lerwick

Site Size (ha): 2.163  
 Development size (ha): 2.163  
 Remaining Site for development (ha): 2.163



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



Shetland  
Islands Council

# LK003

## Gremista Industrial Estate, Lerwick

Site Size (ha): 0.72  
 Development size (ha):  
 Remaining Site for development (ha): 0.72



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



Shetland  
Islands Council

# Site: LK004

## Gremista Industrial Estate, Lerwick

Site Size (ha): 1.29  
Development size (ha):  
Remaining Site for development (ha): 1.29



#### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

#### Planning Status

- Site within Area of Best Fit

#### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

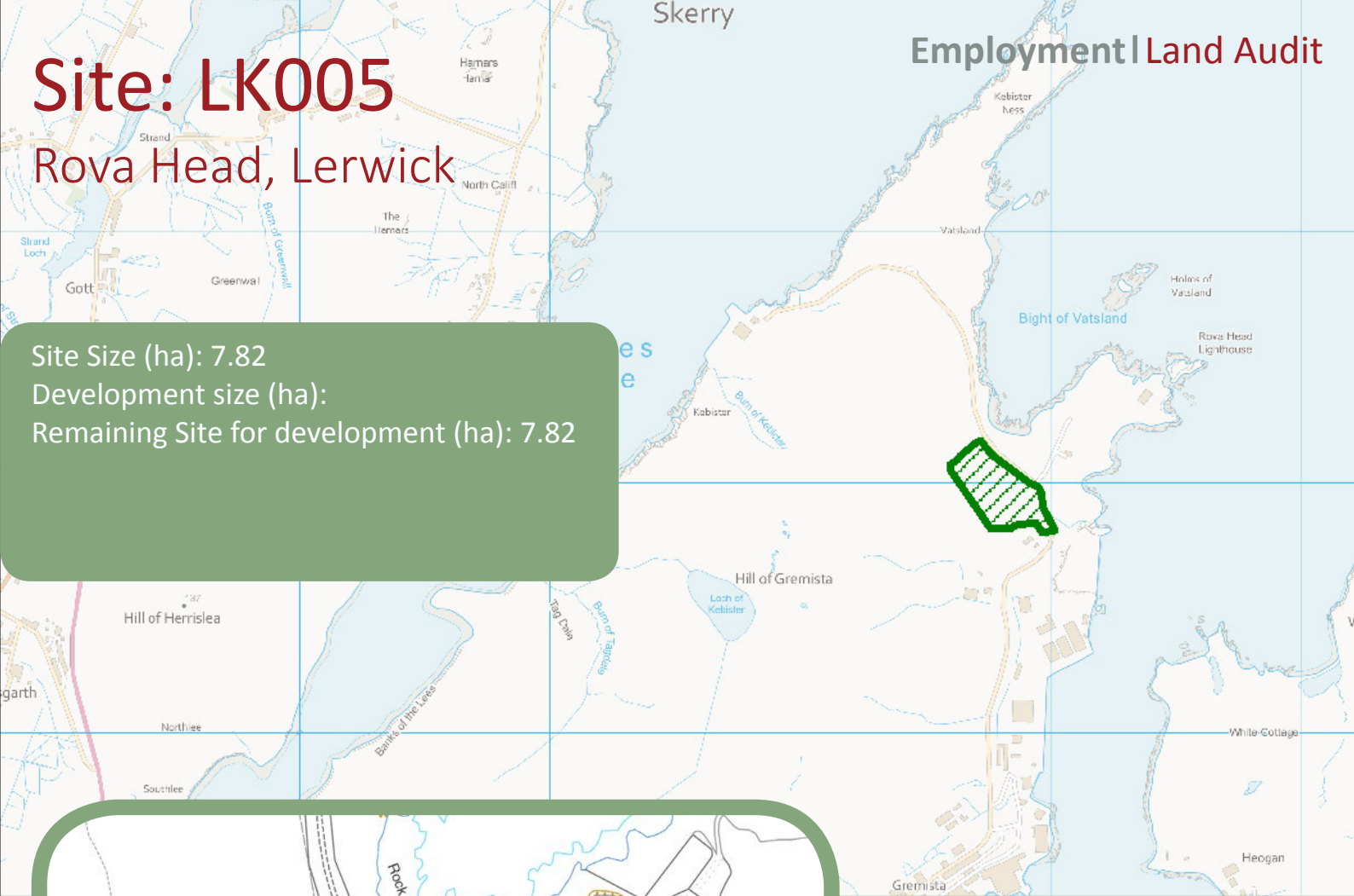


Shetland  
Islands Council

# Site: LK005

## Rova Head, Lerwick

Site Size (ha): 7.82  
 Development size (ha):  
 Remaining Site for development (ha): 7.82



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

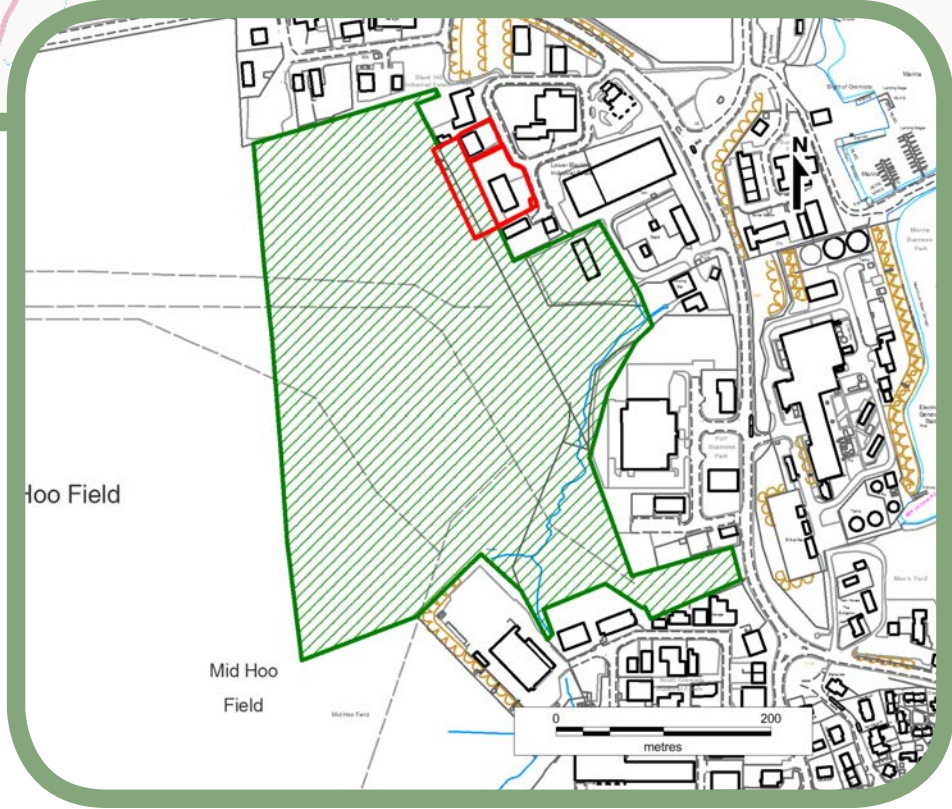


Shetland  
Islands Council

# Site: LK006

## Blackhill Industrial Estate, Lerwick

Site Size (ha): 13.41  
 Development size (ha):  
 Remaining Site for development (ha): 13.41



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

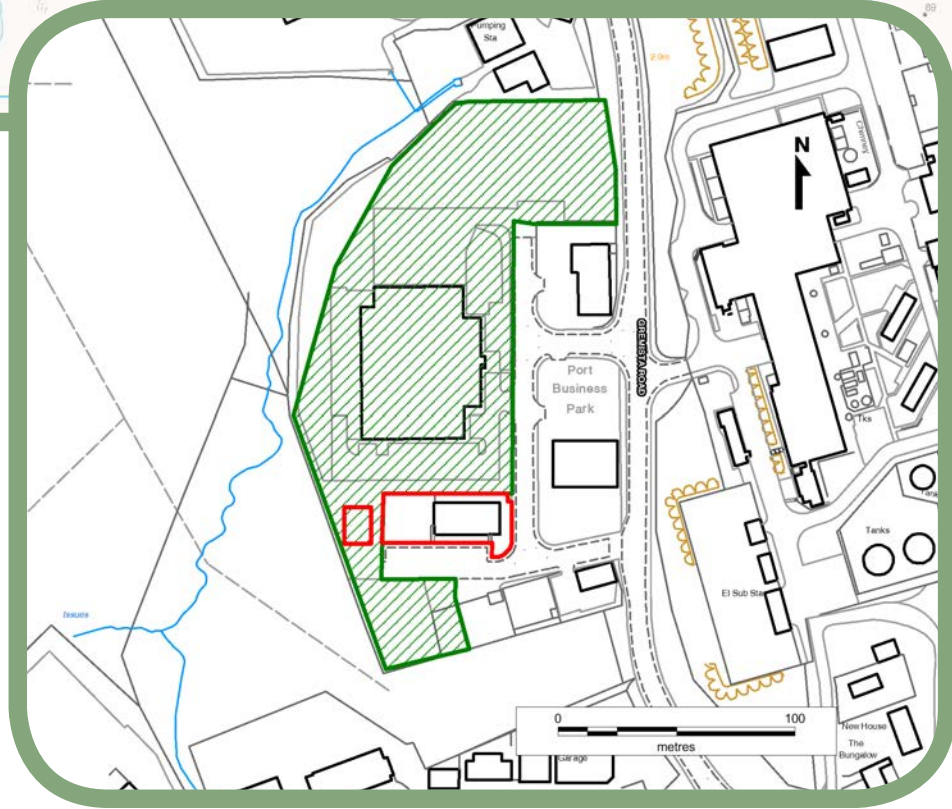
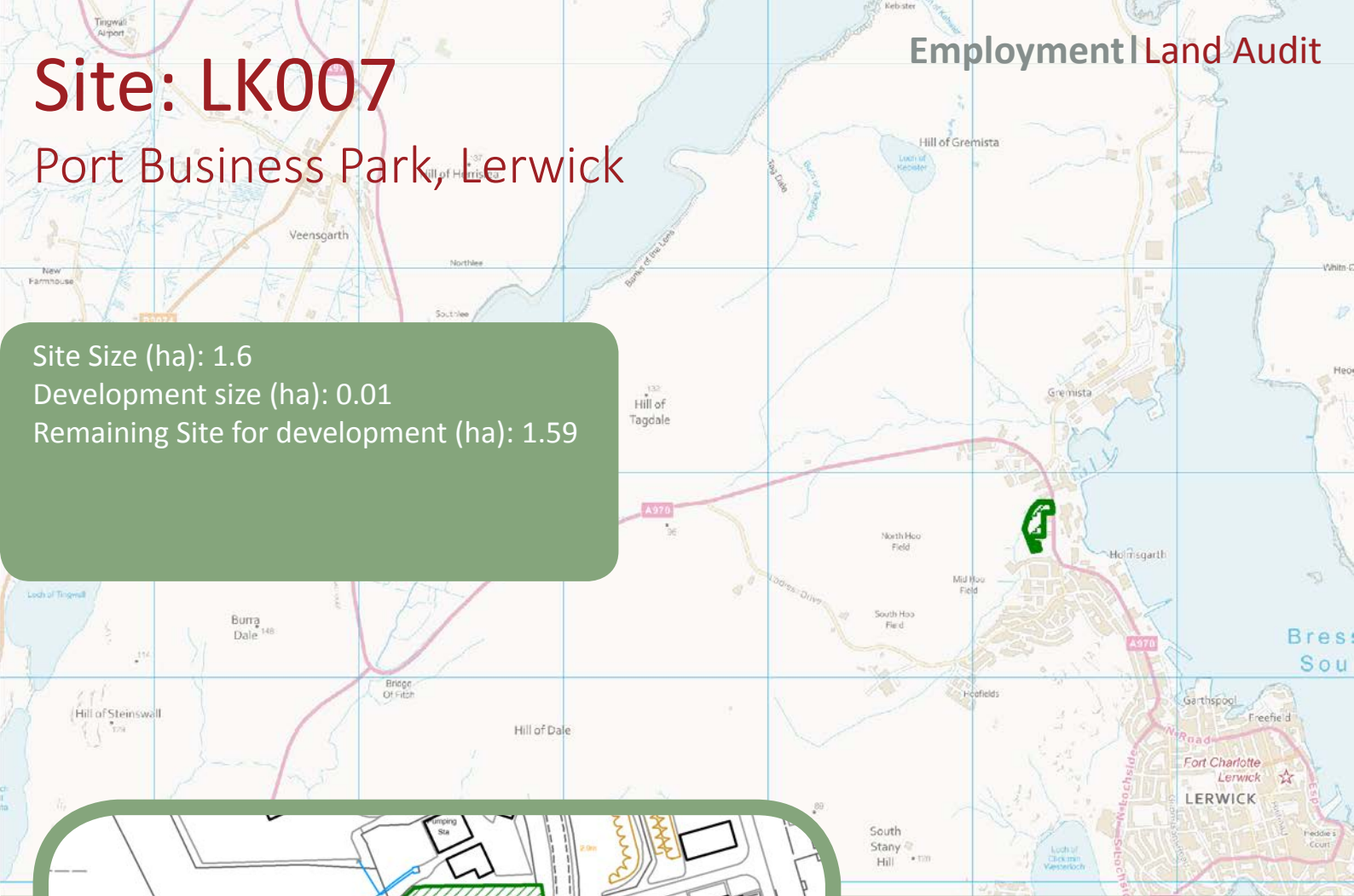


Shetland  
Islands Council

# Site: LK007

## Port Business Park, Lerwick

Site Size (ha): 1.6  
 Development size (ha): 0.01  
 Remaining Site for development (ha): 1.59



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

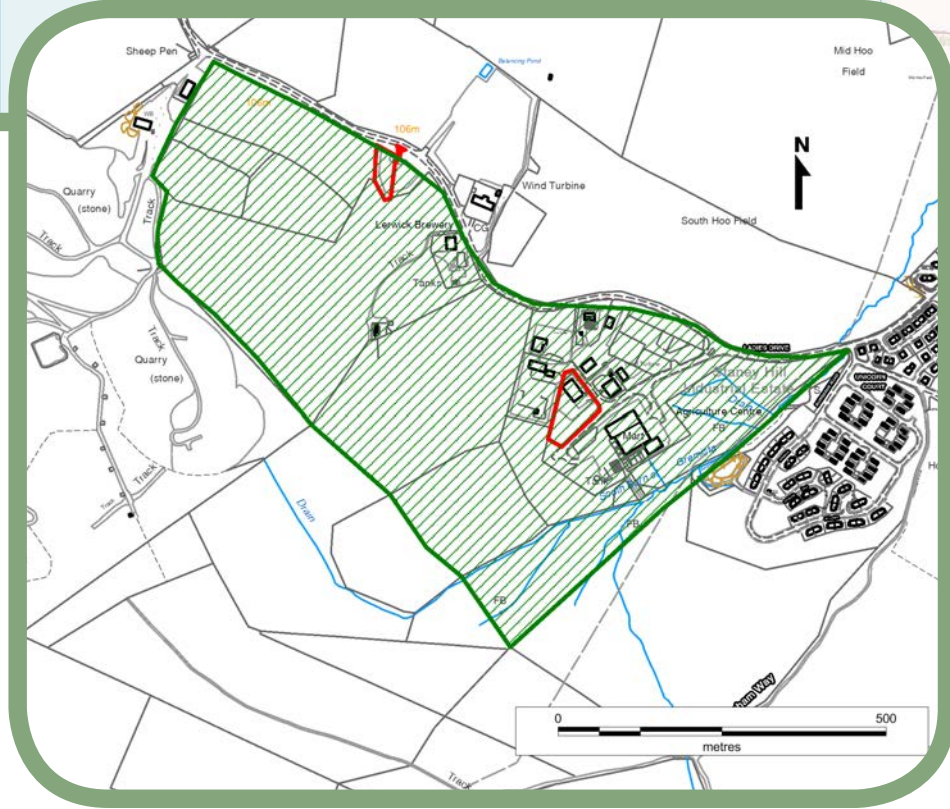
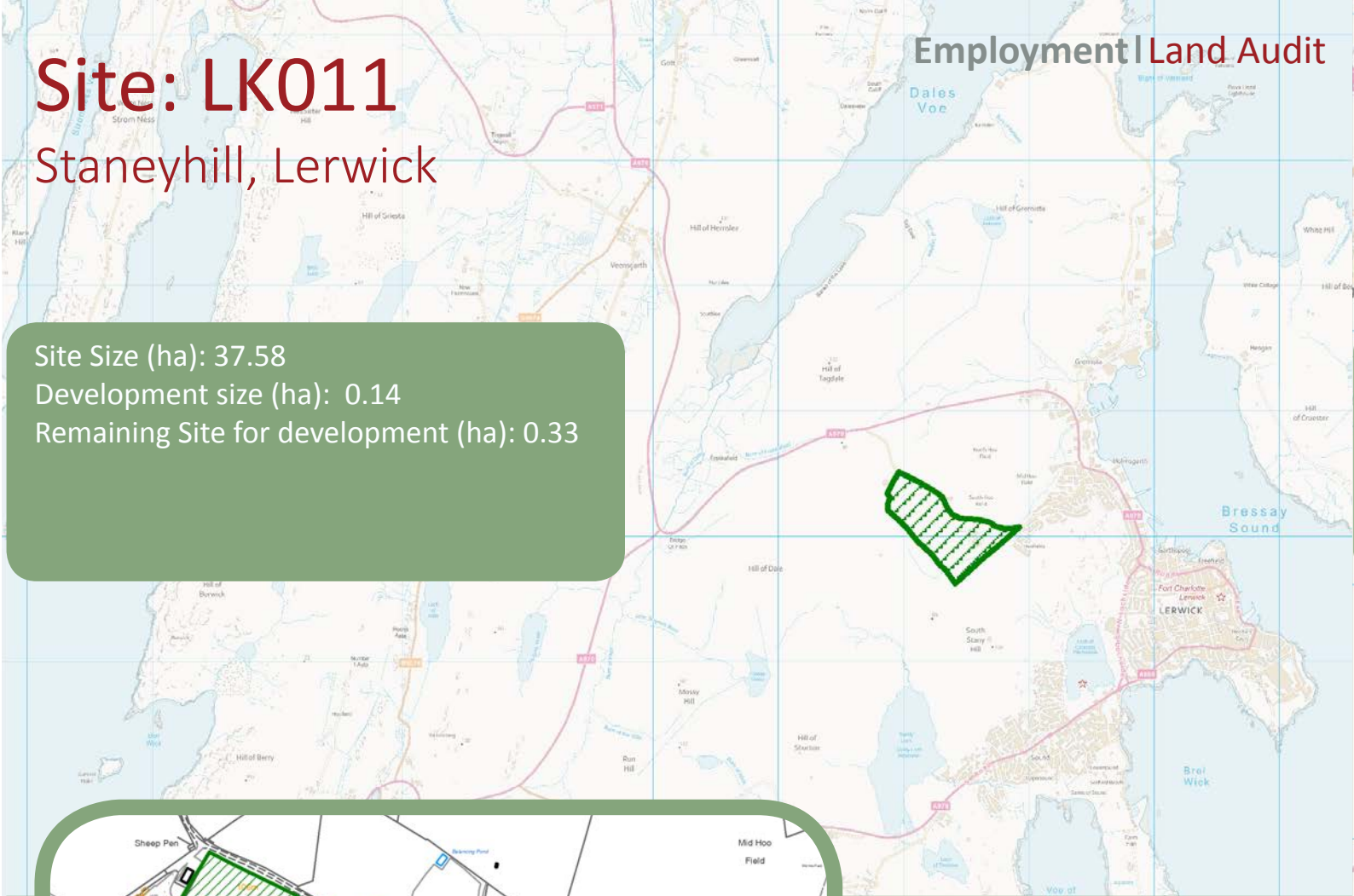


Shetland  
Islands Council

# Site: LK011

## Staneyhill, Lerwick

Site Size (ha): 37.58  
 Development size (ha): 0.14  
 Remaining Site for development (ha): 0.33



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

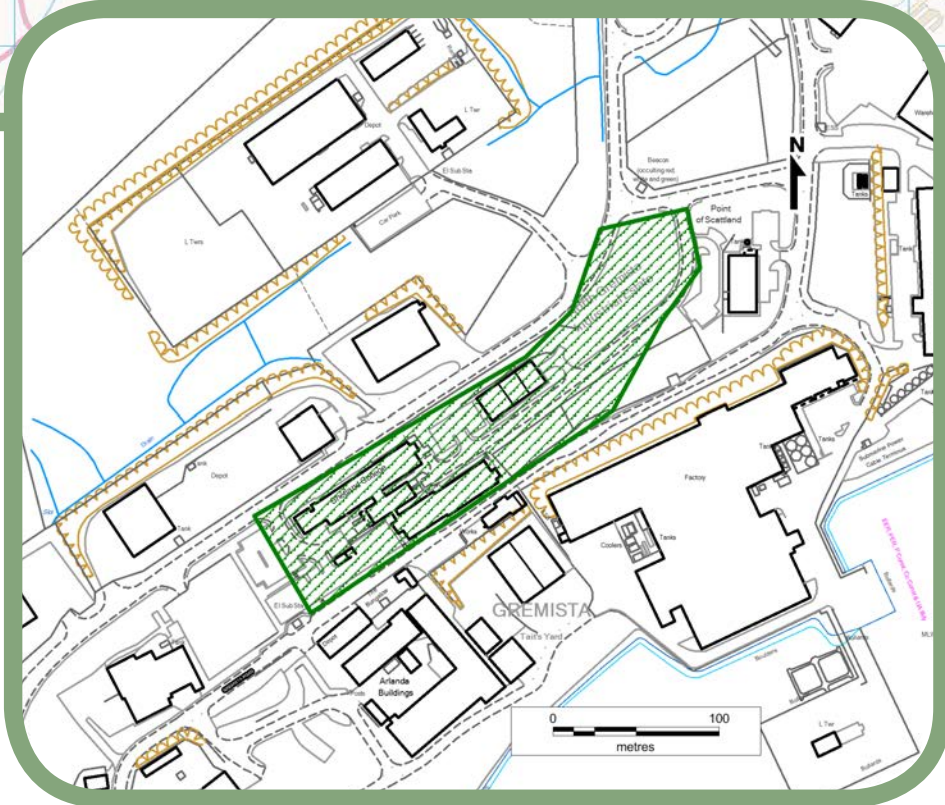


Shetland  
Islands Council

# Site: LK014

## Gremista Industrial Estate, Lerwick

Site Size (ha): 1.88  
 Development size (ha):  
 Remaining Site for development (ha): 1.88



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



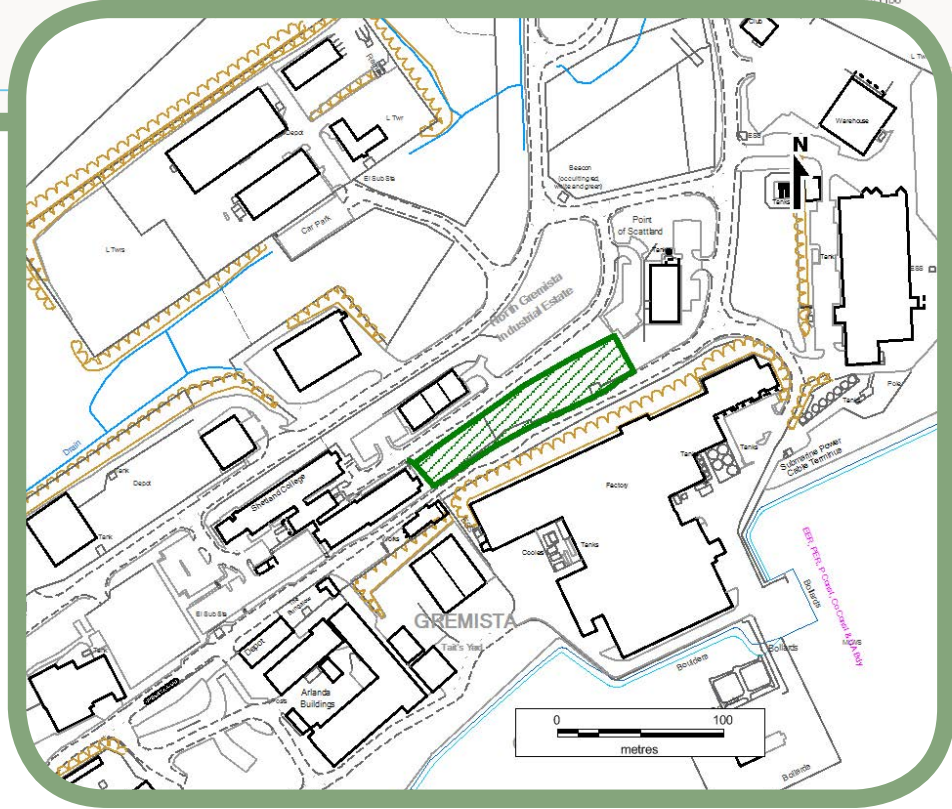
Shetland  
Islands Council



# Site: LK018

## Gremista Industrial Estate, Lerwick

Site Size (ha): 0.32  
 Development size (ha):  
 Remaining Site for development (ha): 0.32



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



Shetland  
Islands Council

# Site: LK019

## Rova Head, Lerwick

Site Size (ha): 4.4  
 Development size (ha):  
 Remaining Site for development (ha): 4.4



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

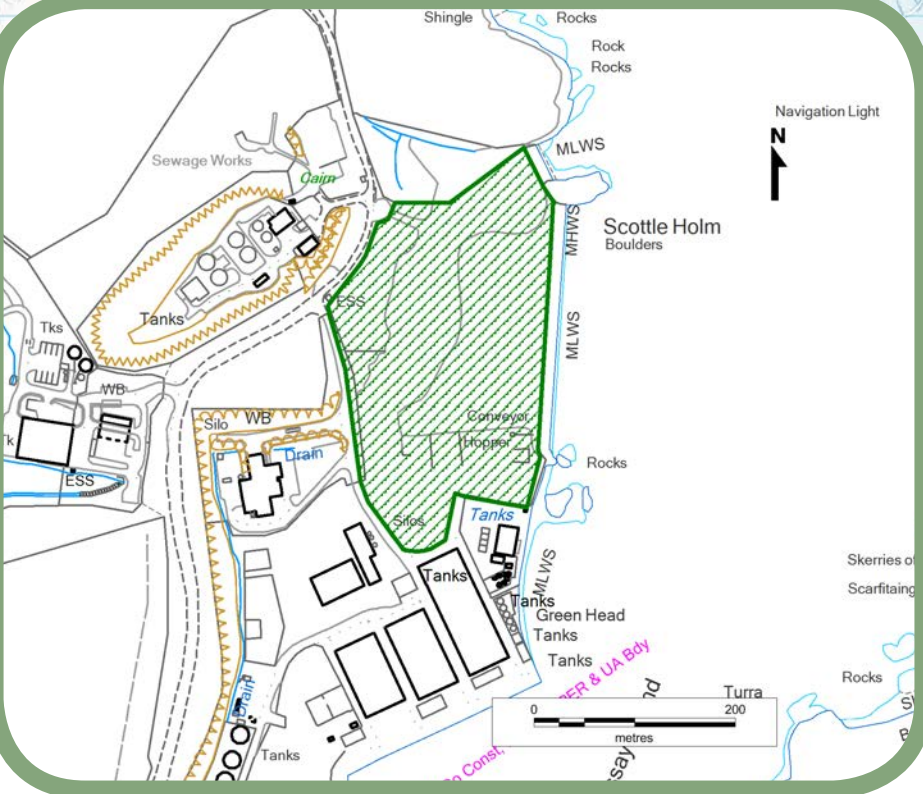
- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



# Site: LK020

## Rova Head, Lerwick

Site Size (ha): 6.18  
 Development size (ha):  
 Remaining Site for development (ha): 6.18



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

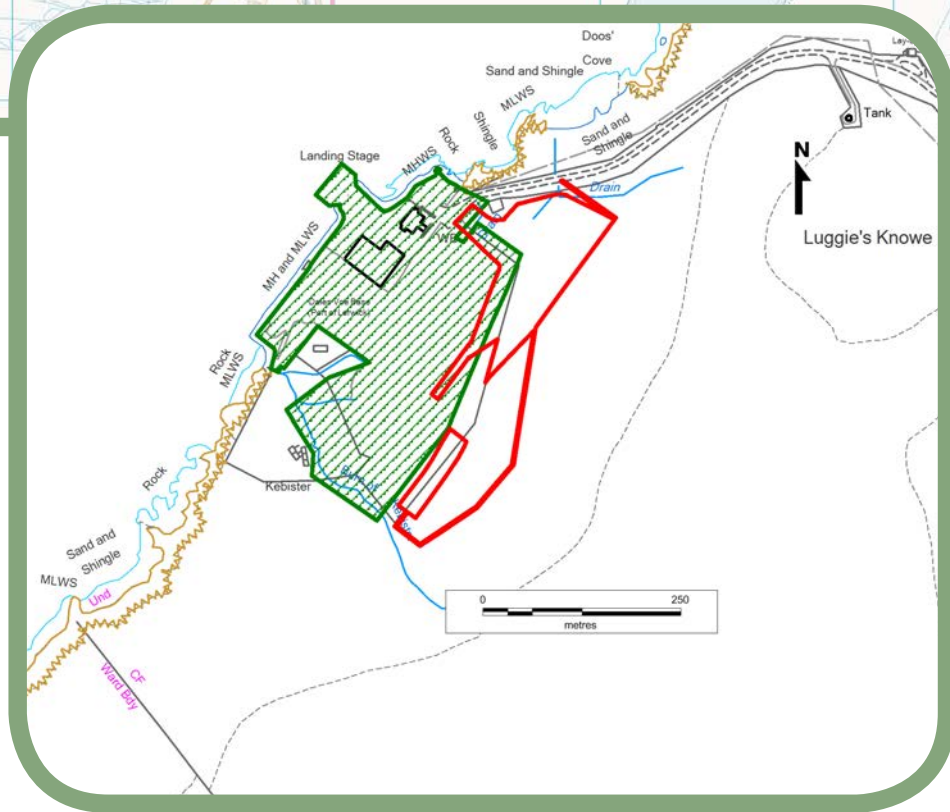


Shetland  
Islands Council

# Site: LK021

## Dales Voe, Lerwick

Site Size (ha): 8  
 Development size (ha): 0.47  
 Remaining Site for development (ha): 7.53



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

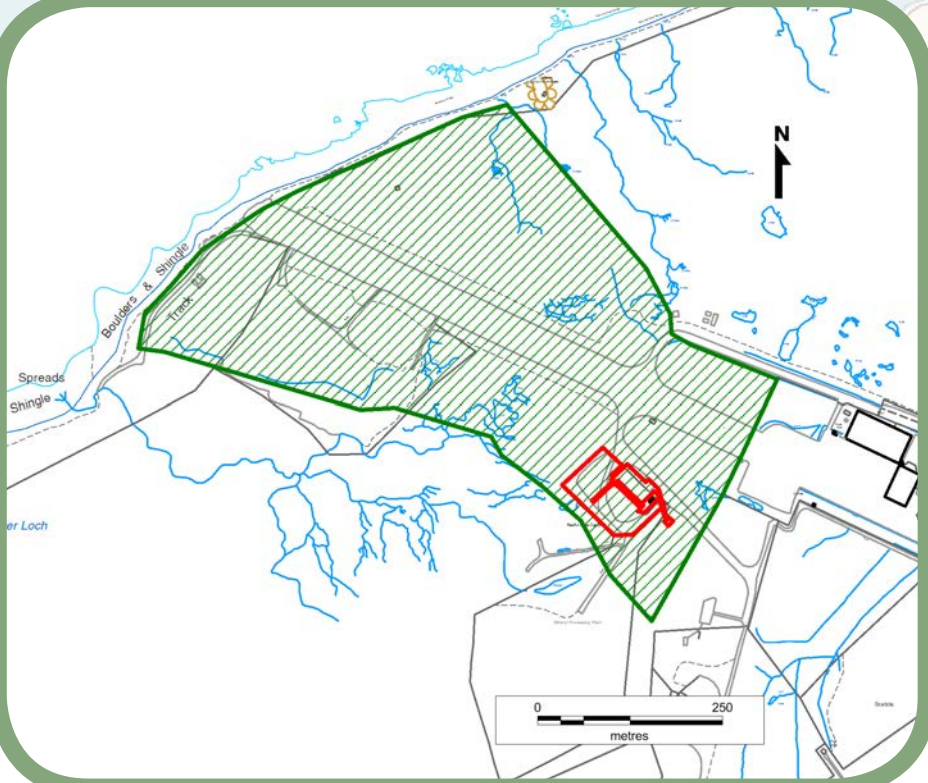


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Islands Council

# Site: NM004

Scatsta

Site Size (ha): 26.5  
Development size (ha):  
Remaining Site for development (ha): 26.5



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

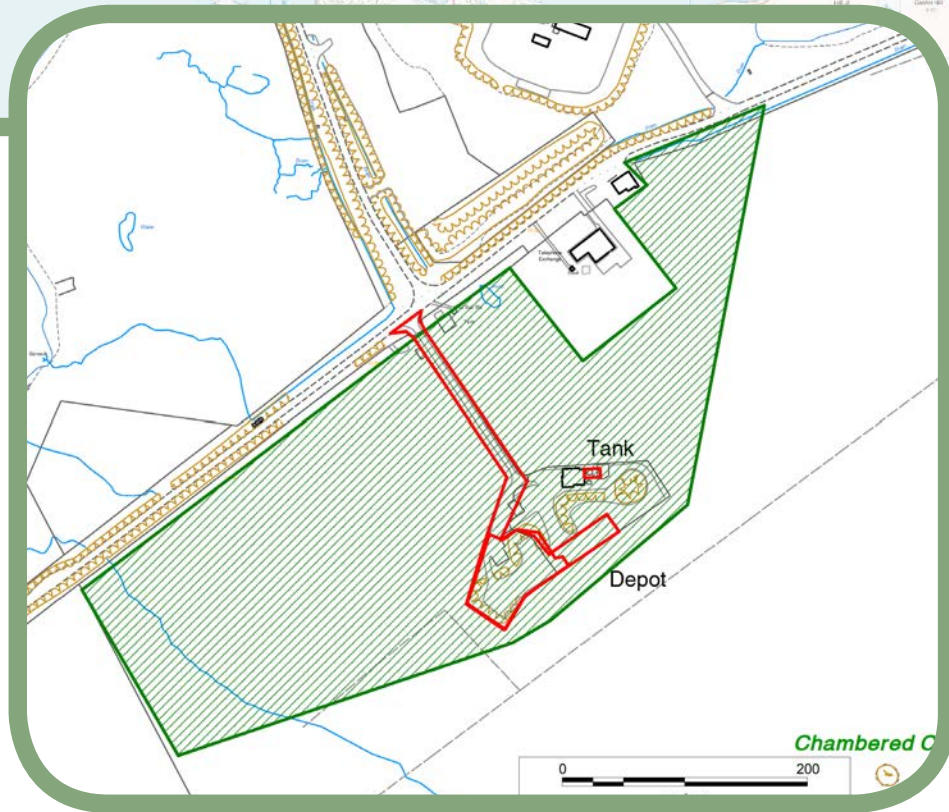


Shetland  
Islands Council

# Site: NM005

Sellaness

Site Size (ha): 11.95  
 Development size (ha): 0.61  
 Remaining Site for development (ha): 11.34



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

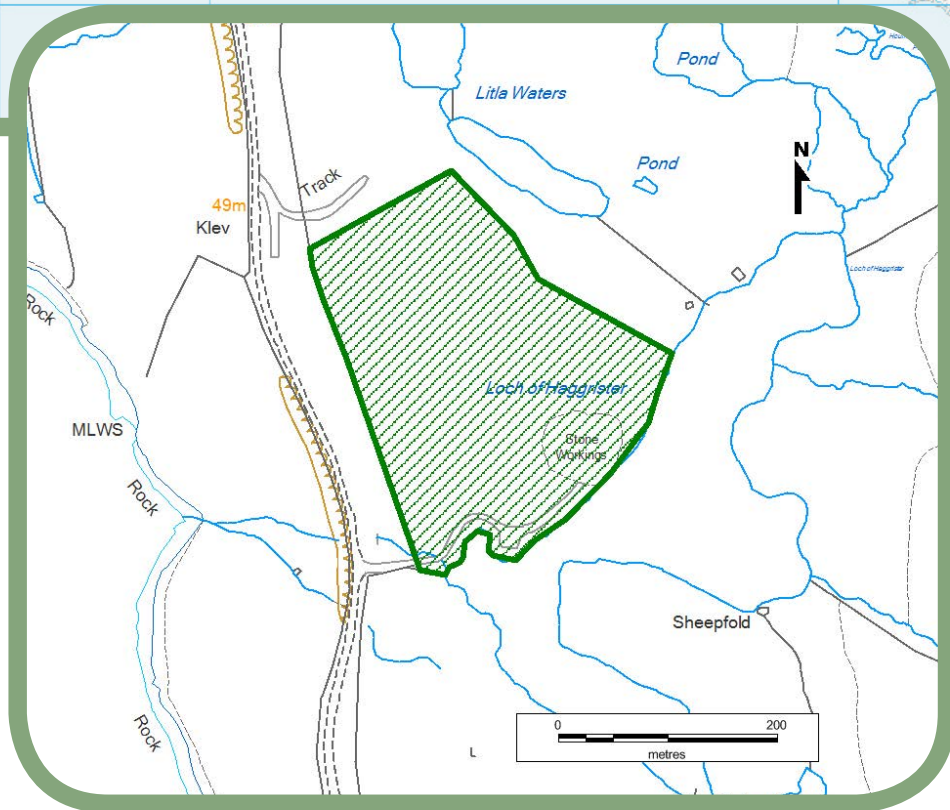


Shetland  
Islands Council

# Site: NM013

## Loch of Haggrister

Site Size (ha): 6.9  
 Development size (ha):  
 Remaining Site for development (ha): 6.9



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



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Islands Council

# Site: NM020

Sellaness

Site Size (ha): 20.58  
 Development size (ha): 1.56  
 Remaining Site for development (ha): 19.02



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



Shetland  
Islands Council





## Mixed Use Sites

# Site: SM019

## Scatness, Dunrossness

Site Size (ha): 1.45  
 Development size (ha):  
 Remaining Site for development (ha): 1.45

#### Development Timescale as per Action Programme:

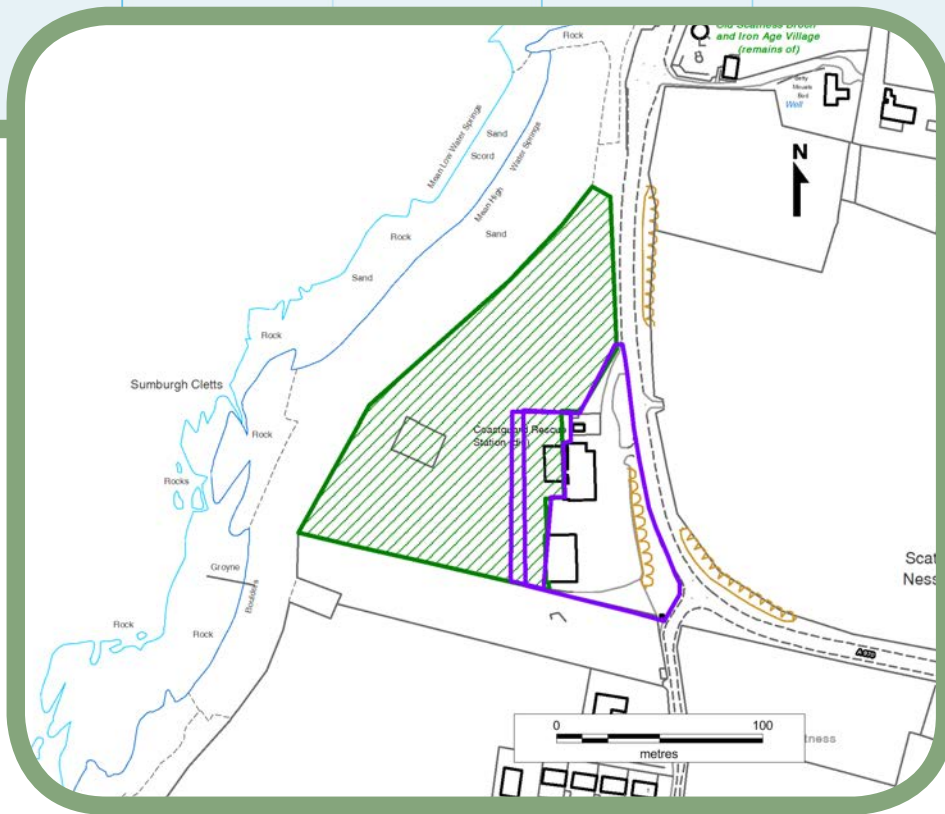
- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

#### Planning Status

- Site within Area of Best Fit

#### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



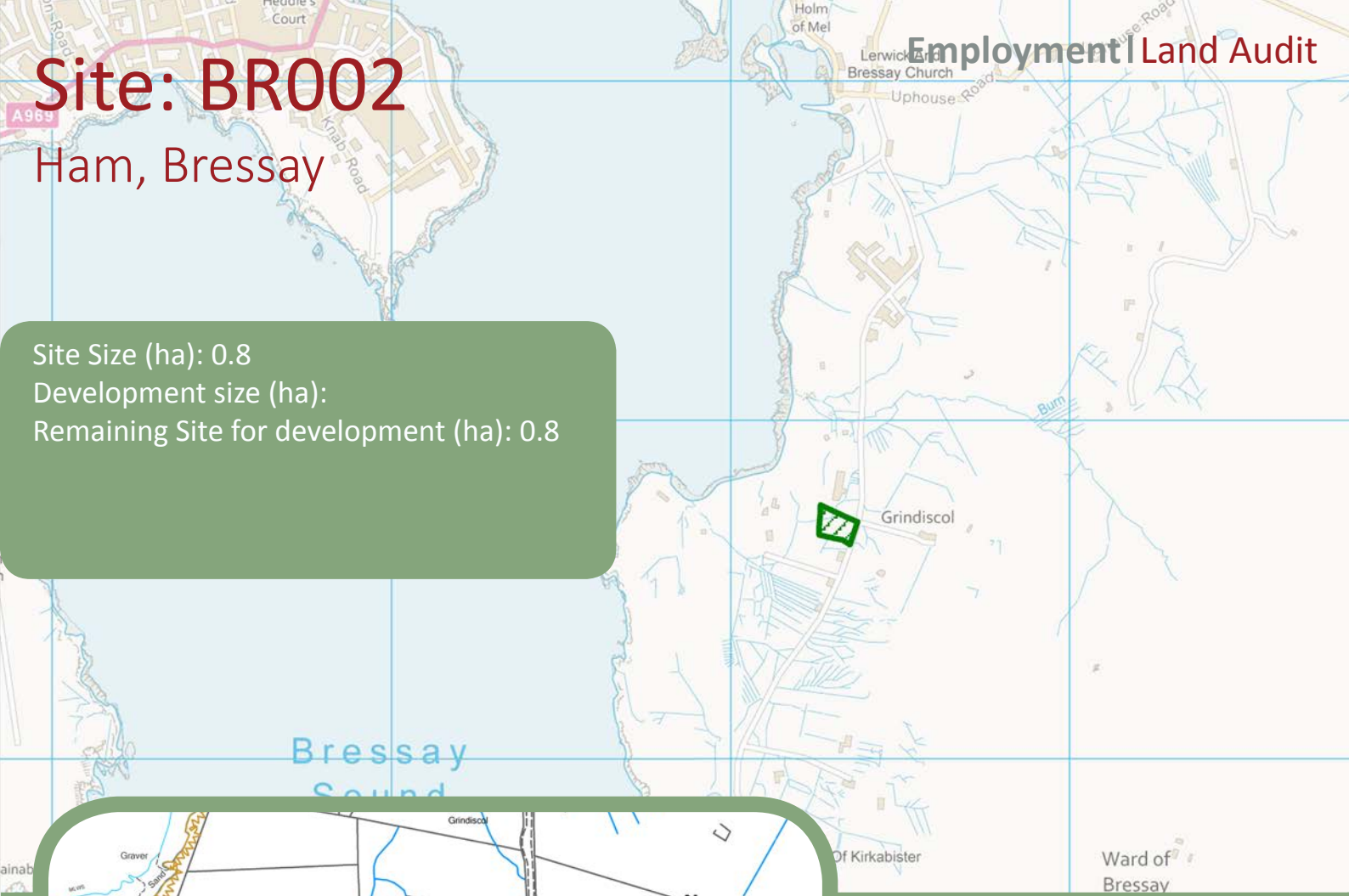
**Shetland**  
Islands Council

Please note the purple polygon denotes non 4, 5 or 6 use class approved development(s) on Mixed Use sites.

# Site: BR002

## Ham, Bressay

Site Size (ha): 0.8  
 Development size (ha):  
 Remaining Site for development (ha): 0.8



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

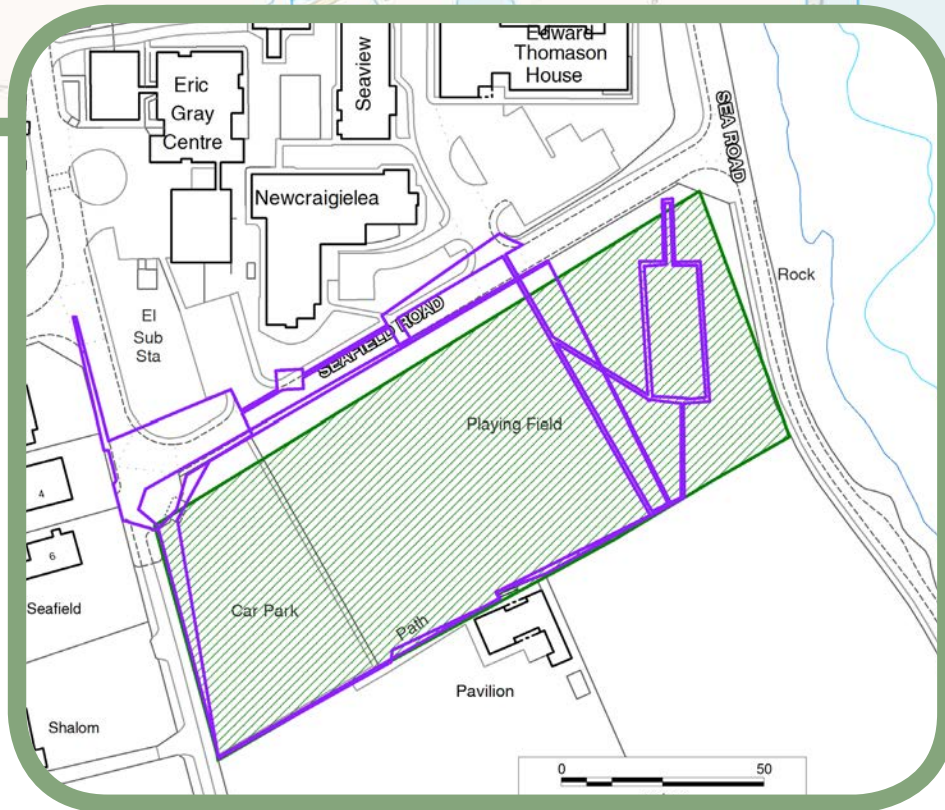
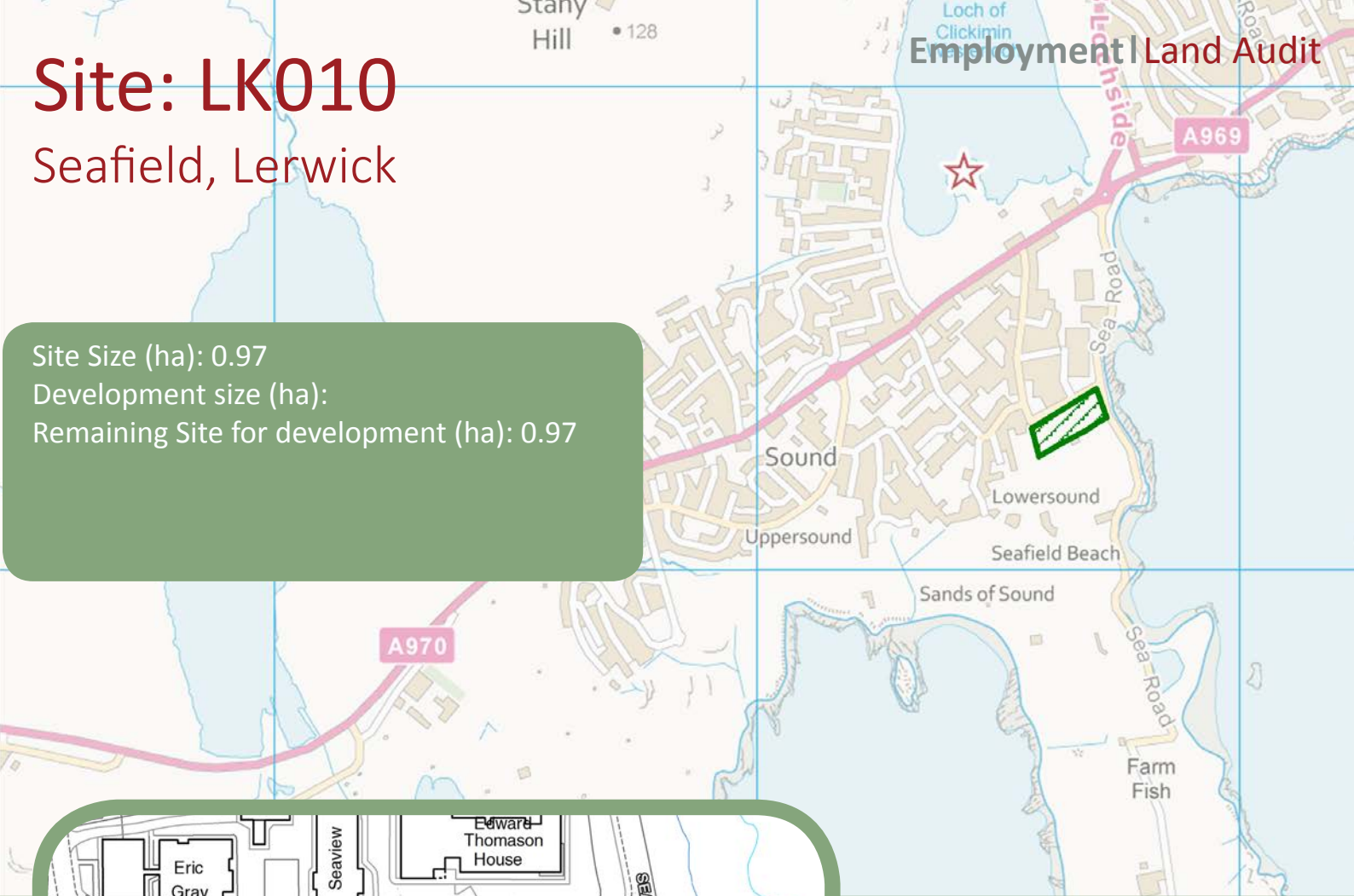
- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



# Site: LK010

Seafield, Lerwick

Site Size (ha): 0.97  
 Development size (ha):  
 Remaining Site for development (ha): 0.97



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



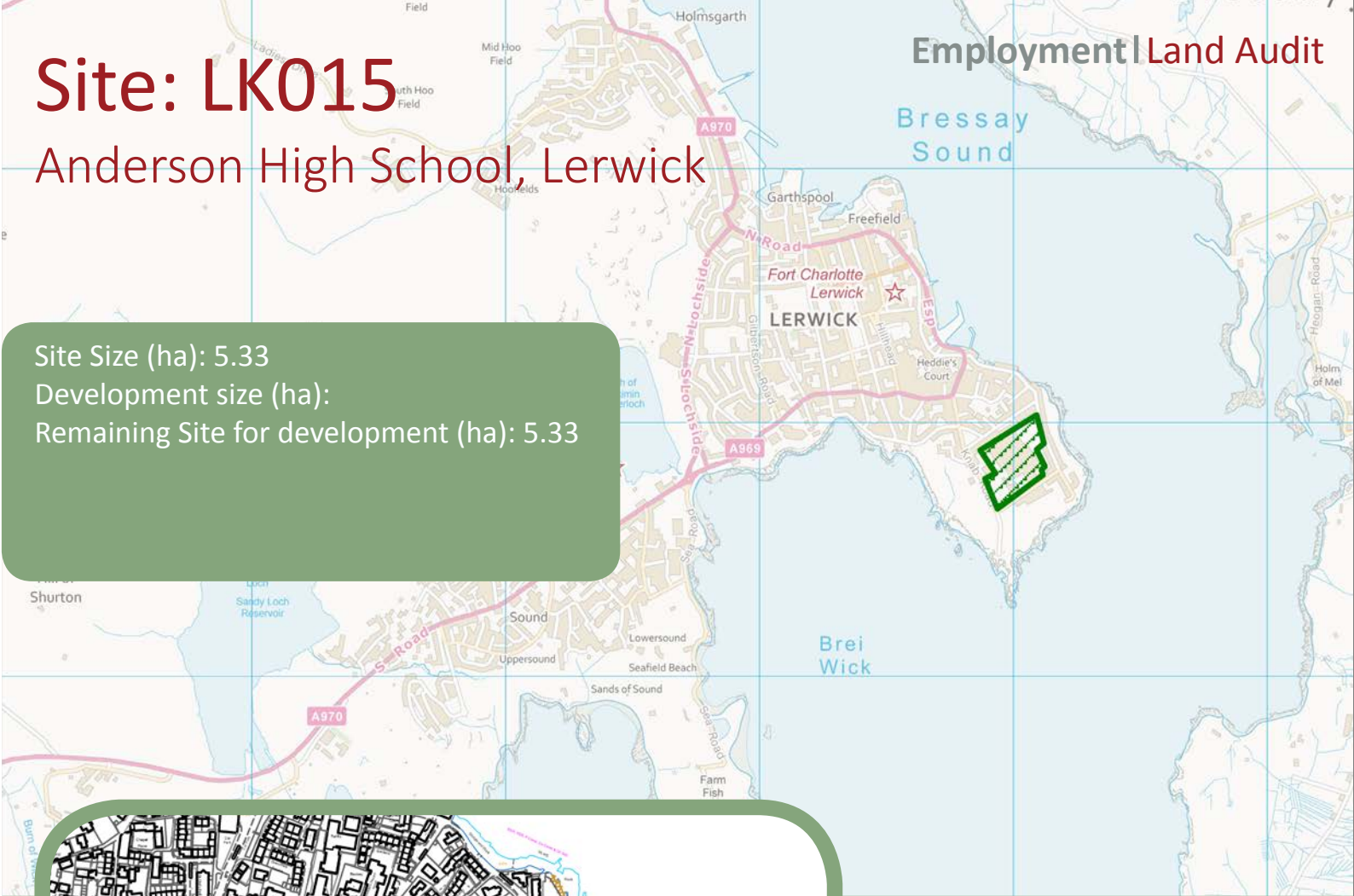
Shetland  
Islands Council

Please note the purple polygon denotes non 4, 5 or 6 use class approved development(s) on Mixed Use sites.

# Site: LK015

## Anderson High School, Lerwick

Site Size (ha): 5.33  
 Development size (ha):  
 Remaining Site for development (ha): 5.33



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

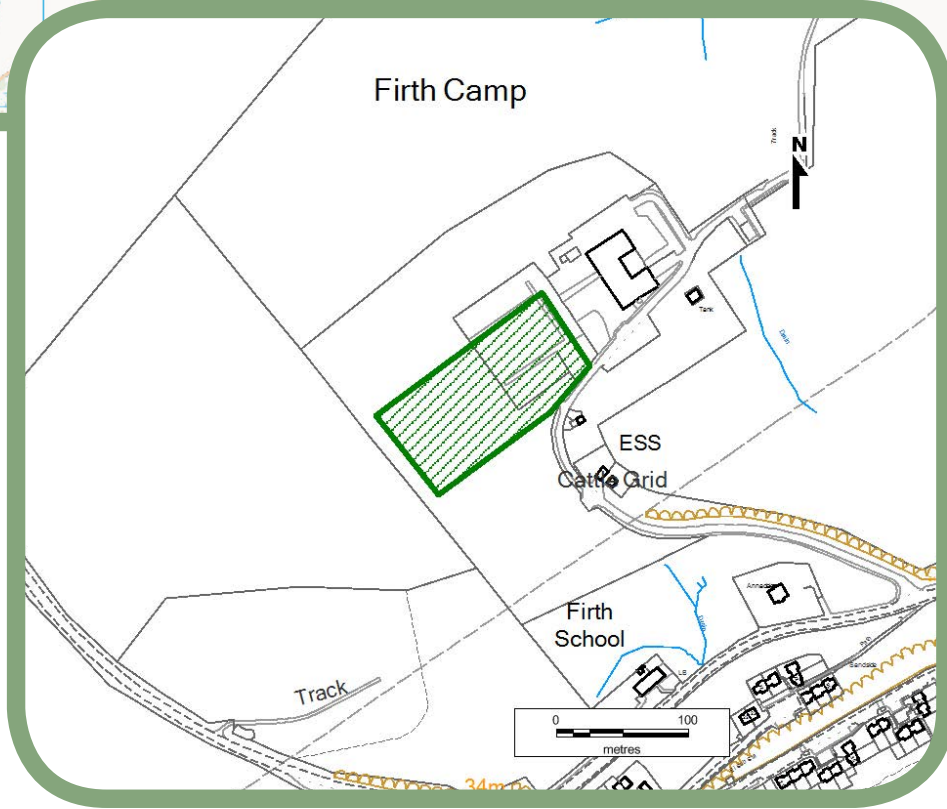
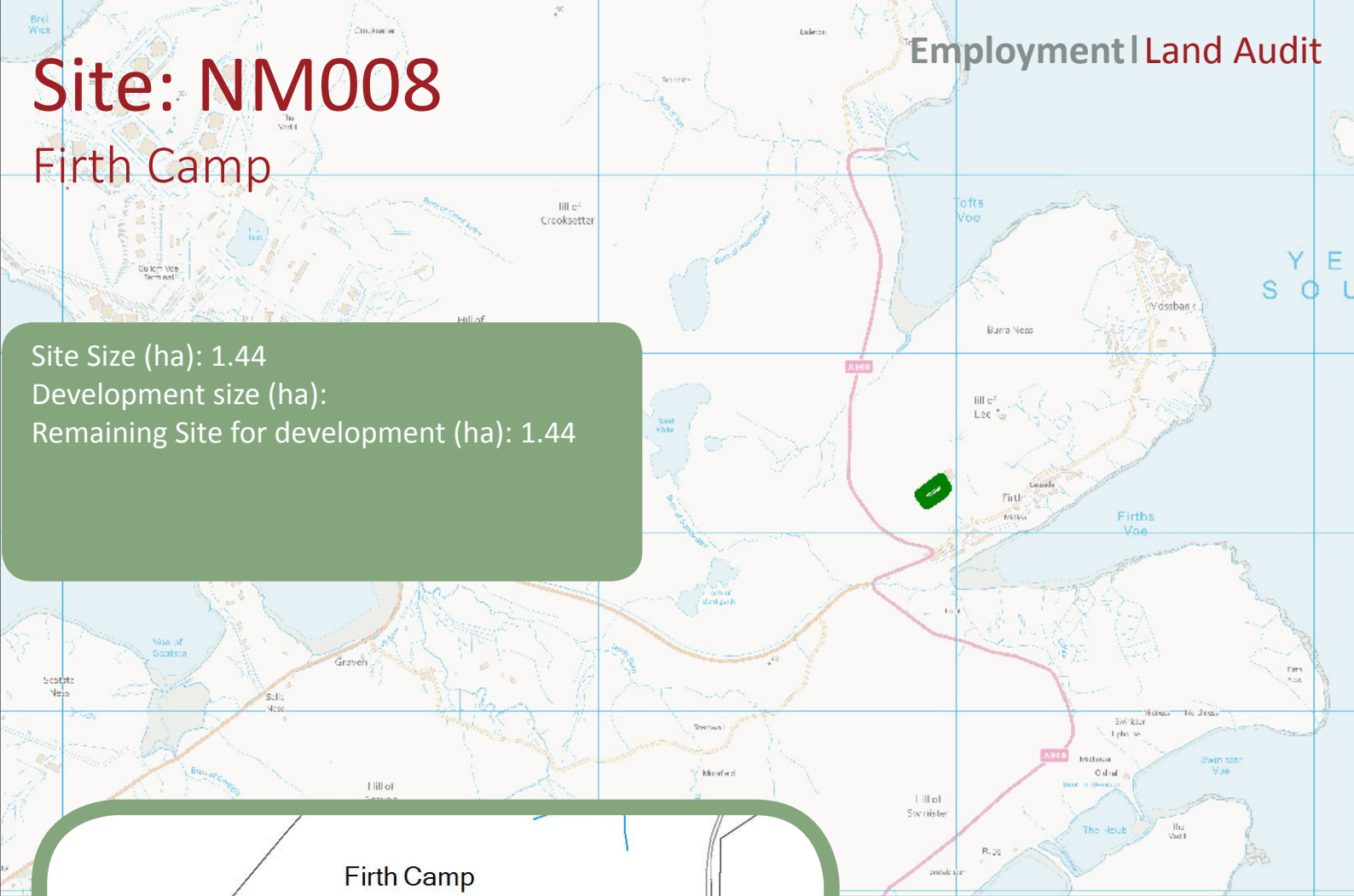


Shetland  
Islands Council

# Site: NM008

## Firth Camp

Site Size (ha): 1.44  
 Development size (ha):  
 Remaining Site for development (ha): 1.44



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete

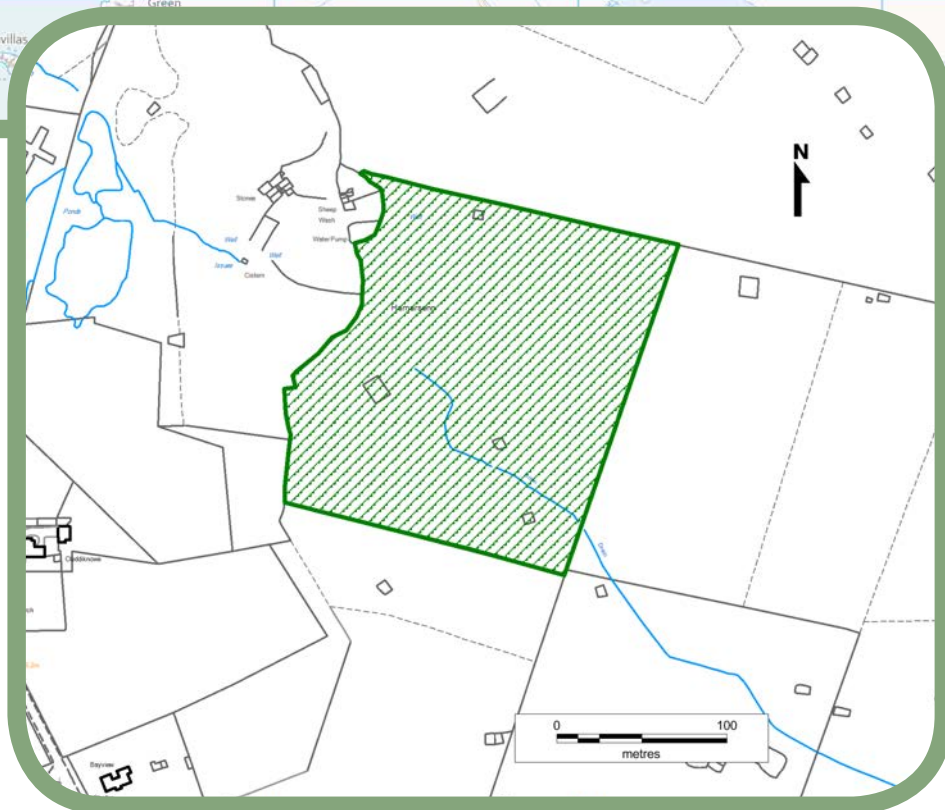


Shetland  
Islands Council

# Site: SM024

## The Hamarsenn, Whilliegarth, Dunrossness

Site Size (ha): 3.56  
 Development size (ha): 0.00  
 Remaining Site for development (ha): 3.56



### Development Timescale as per Action Programme:

- Short term - 1-5 years
- Medium term - 5-10 years
- Long term

### Planning Status

- Site within Area of Best Fit

### Development Status

- Site Not Developed
- Planning Permission Granted
- Development Commenced
- Complete



Shetland  
Islands Council

Marie Sandison  
Community Council Officer  
1 Stouts Court  
Lerwick  
Shetland

17 March 2017

Dear Marie Sandison,

Scottish and Southern Electricity Networks are planning to replace the submarine electricity cables between Mossbank and Yell, and between Yell and Unst to ensure the security of supply to the homes and businesses we serve.

To date, we have received valuable feedback which has helped shape our proposals for the route the cables will take, as well as how we will install and protect them.

We are holding events to allow the local community to share their views on the routes and installation methods we will propose in our Marine Licence application. The events are detailed below:

Date	Location	Venue	Time
25/04/17	Lerwick	Shetland Museum, ZE1 0WP	10am - 4pm
26/04/17	Lerwick	Shetland Museum, ZE1 0WP	9am - 12pm
26/04/17	Yell	Cullivoe Hall, ZE2 9DD	5pm - 7pm
27/04/17	Unst	Baltasound Hall, ZE2 9DY	4pm - 7pm

The information will be available on our website; (<http://news.ssen.co.uk/submarinecables/>) along with the opportunity to comment on the proposals until the 5 June 2017.

If you require any further information, wish to attend our events, or to book a time slot to speak to our team, please contact us at [submarinecables@sse.com](mailto:submarinecables@sse.com).

Yours sincerely



Kirstine Wood  
Lead Engagement and Submarine Policy Manager



**From:** [Shona Fullerton](#)  
**To:** [Bressay Clerk](#); [Burra and Trondra Clerk](#); [Delting Clerk](#); [Dunrossness Clerk](#); [Fetlar Clerk](#); [Gulberwick, Cunningsburgh & Quarff Clerk](#); [Lerwick](#); [Nesting & Lunnasting Clerk](#); [Northmaven Clerk](#); [Sandness & Walls Clerk](#); [Sandsting & Aithsting Clerk](#); [Sandwick Clerk](#); [scallowayclerk@gmail.com](mailto:scallowayclerk@gmail.com); [Skerries Clerk](#); [Tingwall, Whiteness & Weisdale Clerk](#); [Unst Clerk](#); [Whalsay Clerk \(whalsayc.c.clerk@gmail.com\)](mailto:Whalsay Clerk (whalsayc.c.clerk@gmail.com)); [Yell Clerk](#)  
**Cc:** [Sita Goudie](#)  
**Subject:** Da Voar Redd Up 2017  
**Date:** 08 March 2017 15:02:28  
**Attachments:** [dvru\\_poster\\_2017a.pdf](#)

---

Dear Community Councils,

### **Da Voar Redd Up 2017**

This year's date for Da Voar Redd Up has been set for 22nd & 23rd April, 2017.

Last year 4,605 participants collected over 67 tonnes of bruck from roadside verges, beaches and coastline.

What has been achieved through Da Voar Redd Up is quite incredible, with close to 1800 tonnes of bruck being removed from our countryside since it started. Groups which participated last year should be receiving registration forms soon. New groups, or those which could not take part last year, can register online at: [www.shetlandamenity.org/da-voar-redd-up](http://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 breakdown of Redd Up groups in your area once all of our statistics have been compiled.

I have attached a 2017 Redd Up poster for your use, please distribute as required. If you would like further information on the 2017 Voar Redd Up please log onto our website: [www.shetlandamenity.org/da-voar-redd-up](http://www.shetlandamenity.org/da-voar-redd-up) or contact me at the Trust on tel: 01595 694688.

Yours sincerely,

Sita Goudie  
Environmental Improvement Officer  
Shetland Amenity Trust, Garthspool,  
Lerwick, Shetland, ZE1 0NY  
Tel: (01595) 694688

[www.shetlandamenity.org](http://www.shetlandamenity.org)  
[www.facebook.com/Dunnachuckbruck](https://www.facebook.com/Dunnachuckbruck)

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

**From:** [Sita Goudie](#)  
**To:** [Clerk to Lerwick Community Council](#)  
**Subject:** RE: Da Voar Redd Up - Lerwick Community Council  
**Date:** 23 March 2017 12:36:26  
**Attachments:** [~WRD000.jpg](#)  
[image001.jpg](#)

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Hi Marie,

Following Martine's suggestion of the road to the Gremista Waste Management Facility, I suggested you could do the roadsides from the Gremista Junction to the 50MPH signs (where the road splits towards the Gremista facility and down to the SBS base), as beyond this point the traffic moves faster and there is little in the way of verges to get off the road. You could take a look at the section from here to the waste management facility however and decide if you think it is safe to do it or if you could ask the SIC if they could do anything with this section as it is too dangerous for Redd Up volunteers.

Best regards, Sita.

**Sita Goudie**  
**Environmental Improvement Officer**  
Shetland Amenity Trust, Garthspool,  
Lerwick, Shetland, ZE1 0NY  
Tel: (01595) 694688



[www.shetlandamenity.org](http://www.shetlandamenity.org)  
[www.facebook.com/Dunnachuckbruck](https://www.facebook.com/Dunnachuckbruck)

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

---

**From:** Clerk to Lerwick Community Council [mailto:clerk@lerwickcc.org.uk]  
**Sent:** 23 March 2017 12:15  
**To:** Sita Goudie  
**Subject:** Da Voar Redd Up - Lerwick Community Council

Dear Sita,

Following our telephone conversation earlier, can you give me details of the area suggested for community councillor's to cover.

It would be helpful to have that information in an email for forwarding on.

Many thanks.

Regards,  
Marie

--

Marie Sandison  
Clerk

**From:** [Sita Goudie](#)  
**To:** [Clerk to Lerwick Community Council](#)  
**Subject:** RE: Da Voar Redd Up - Lerwick Community Council  
**Date:** 29 March 2017 09:48:00  
**Attachments:** [~WRD000.jpg](#)  
[image001.jpg](#)

---

Hi Marie,

No problem, just let me know after the meeting. It is a few years since we did the area so the verges may have been improved but I would suggest someone going to have a look before you commit to it.

Best regards, Sita.

**Sita Goudie**  
**Environmental Improvement Officer**  
Shetland Amenity Trust, Garthspool,  
Lerwick, Shetland, ZE1 0NY  
Tel: (01595) 694688



[www.shetlandamenity.org](http://www.shetlandamenity.org)  
[www.facebook.com/Dunnachuckbruck](https://www.facebook.com/Dunnachuckbruck)

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

---

**From:** Clerk to Lerwick Community Council [mailto:clerk@lerwickcc.org.uk]  
**Sent:** 29 March 2017 09:20  
**To:** Sita Goudie  
**Subject:** RE: Da Voar Redd Up - Lerwick Community Council

Hi Sita,

This is up for discussion at the next meeting on Monday. Is it alright if I confirm this following that?

I will include your comments about the difficulties with clearing along past the 50mph zone and see what we can do about that.

Regards,  
Marie

---

**From:** Sita Goudie [mailto:sita@shetlandamenity.org]  
**Sent:** 28 March 2017 16:09  
**To:** Clerk to Lerwick Community Council  
**Subject:** RE: Da Voar Redd Up - Lerwick Community Council

Hi Marie,

We have received your Redd Up registration. You have specified the area you would like to clear as Gremista – would this specifically be the areas we discussed, i.e. roadsides from the

junction to the 50mph signs, or have you decided to take on more of the area?

Best regards, Sita.

**Sita Goudie**  
**Environmental Improvement Officer**

Shetland Amenity Trust, Garthspool,  
Lerwick, Shetland, ZE1 0NY  
Tel: (01595) 694688



[www.shetlandamenity.org](http://www.shetlandamenity.org)  
[www.facebook.com/Dunnachuckbruck](https://www.facebook.com/Dunnachuckbruck)

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

---

**From:** Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 23 March 2017 12:15  
**To:** Sita Goudie  
**Subject:** Da Voar Redd Up - Lerwick Community Council

Dear Sita,

Following our telephone conversation earlier, can you give me details of the area suggested for community councillor's to cover.

It would be helpful to have that information in an email for forwarding on.

Many thanks.

Regards,  
Marie

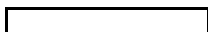
--

Marie Sandison  
Clerk  
Lerwick Community Council

Tel: 07762 017828



This email has been checked for viruses by Avast antivirus software.  
[www.avast.com](http://www.avast.com)



**From:** [Sally Ritch on Behalf of Tavish Scott MSP](#)  
**To:** [Sally Ritch on Behalf of Tavish Scott MSP](#)  
**Subject:** Northern Isles Digital Forum - Shetland (Saturday 22nd April 2017)  
**Date:** 30 March 2017 11:23:39

---

Dear Community Council Chair,

We are emailing to extend an invitation to you to attend the next Northern Isles Digital Forum event to be held here in Shetland.

**Where?** Shetland Museum & Archives Auditorium

**When?** Saturday 22nd April 2017, 11:30am – 1:30pm.

The Digital Forum is a chance to hear presentations covering the ongoing work to improve broadband services and mobile phone coverage in Shetland. At this forum, we will be hearing from:

1. **BT and Highlands and Islands Enterprise,**
2. **Ofcom,** and
3. **EE.**

There will be plenty of opportunity too for questions and general discussion, giving you and other members of the public an opportunity to raise any questions, concerns or comments.

You can RSVP here, and if you have any questions, please do not hesitate to get in touch on 020 7219 8181 or at [michael.wallace@parliament.uk](mailto:michael.wallace@parliament.uk)

We hope to see you on 22nd April for what should be another useful session. Meantime, please feel free to extend a welcome to anyone you think might also be interested in attending.

Kind regards,

**Tavish Scott**  
MSP for Shetland

**Alistair Carmichael**  
MP for Orkney and Shetland

**From:** [Alder Lodge Guest House](#)  
**To:** [Clerk to Lerwick Community Council](#)  
**Subject:** Re: Daffodils at the Hillhead  
**Date:** 20 March 2017 21:17:44

---

Hi Marie. It was really just to save you guys money as they are mostly broken, blown down and generally doesn't look good. I sent some photos to Jim.

Regards  
Karen

Sent from my iPad

> On 20 Mar 2017, at 21:15, Clerk to Lerwick Community Council <clerk@lerwickcc.org.uk> wrote:

>

> Jim,

>

> The Rotary Club informed us that they had been given some bulbs (and had  
> purchased some). They asked if any members of the community council were  
> willing to go along and help plant them. It was decided to plant them in  
> front of the Health Centre and at the Hillhead following discussion with the  
> Council and the Health Board.

>

> Hope that answers your query Karen. If I can help in anyway please to let me  
> know.

>

> Regards,

> Marie

>

> --

> Marie Sandison

> Clerk

> Lerwick Community Council

>

> Tel: 07762 017828

>

> -----Original Message-----

> From: Jim Anderson [<mailto:jim@filsket.me.uk>]

> Sent: 20 March 2017 12:58

> To: 'Alder Lodge Guest House'; Clerk to Lerwick Community Council

> Subject: RE: Daffodils at the Hillhead

>

> We paid for bulbs last year and Rotary Club planted if memory serves.

>

> Marie, can you please confirm, thanks.

>

> Regards

>

> Jim

>

> -----Original Message-----

> From: Alder Lodge Guest House [<mailto:alder.lodge@live.co.uk>]

> Sent: 18 March 2017 14:36

> To: jim@filsket.me.uk

> Subject: Daffodils at the Hillhead

>

> Hi Jim.

>

> Are you (the Lerwick Community Council) responsible for the daffodils which  
> were planted at the Hillhead?

>

> Regards

> Karen

**From:** [The Business Stream Team](#)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Charitable Exemption Approved  
**Date:** 23 March 2017 10:52:22

---



## Your application for exemption for water and waste water charges has been approved

---

Supply Point ID (SPID):  
101168950104  
Supply Address:  
OFFICE, Stouts Court, Lerwick, SHETLAND, ZE1 0AF

Dear Sir or Madam,  
I'm getting in touch with you today to let you know that your charity exemption from water and waste water charges for the financial year of 2017/18 has been approved. You may have received a letter from us recently asking you to apply but please be assured this is not required and your application has been processed.

This means you won't receive any water or waste water charges this financial year for the above supply address. Please remember, you need to apply annually for exemption, you can do this as soon as you submit your annual accounts for this year.

Please let me also take this opportunity to wish you and your organisation all the best in the new financial year.

Yours sincerely,

Joyce Gray  
Head of Metering and Billing

### Contact Details

Business Stream  
7 Lochside View  
Edinburgh  
EH12 9DH

If you no longer wish to receive these emails  
[please unsubscribe](#).

\*Terms & conditions apply

### Important notice

This email is confidential. If you are not the intended recipient please notify us immediately by replying to this email, delete this email from your system and do not use, disclose or copy it. We do not accept any responsibility for viruses and it is your responsibility to scan this email and its attachments (if any). Business Stream's email system is subject to random monitoring. Where this email is unrelated to the business of Business Stream, the opinions, conclusions and other information set out in this email and its attachments (if any) are neither given nor endorsed by

## **Community Capacity and Resilience Fund**

The Community Capacity and Resilience Fund is provided by the Scottish Government and administered by the Scottish Council for Voluntary Organisations (SCVO). This scheme aims to increase the capacity and resilience of communities and local VCSE organisations to tackle poverty and mitigate against UK government welfare changes.

Scottish Government Cabinet Secretary for Communities, Social Security and Equalities, Angela Constance, announced last month that a further £1.9 million of funding will be distributed through the third phase of the fund between 2017 and 2020.

The new funding is intended to build upon the work developed by SCVO, Development Trusts Associations Scotland and the Scottish Community Alliance to ensure those who are working at the local level can deliver direct support to communities.

Groups that would like to register their initial interest can do so by sending an email to [capacity@scvo.org.uk](mailto:capacity@scvo.org.uk) or by calling Irene Connelly on 0141 465 7537.

**Phase three of the Community Capacity and Resilience Fund is expected to open in Autumn 2017.** Please see website for more details:

<http://www.scvo.org.uk/running-your-organisation/funding/capacity-resilience-fund/>

### **Michael Duncan**

External Funding Officer

### **Shetland Islands Council**

Community Planning & Development

Solarhus

3 North Ness

Lerwick

Shetland

ZE1 0LZ

Tel: 01595 743828

Email: [Michael.duncan@shetland.gov.uk](mailto:Michael.duncan@shetland.gov.uk)

Facebook: [www.facebook.com/shetland.community.hub](http://www.facebook.com/shetland.community.hub)



# Local Government Employees Salary Scale with effect from 1 October 2016

This includes increased Distant Islands Allowance rate with effect from 1 October 2016

Grade	Point of Grade	Annual Salary (Basic)	Annual Salary inc DIA* 2,048	£/Hour (Basic)	Scottish Living Wage		
					Living Wage Supplement	£/Hour (Basic)	£/Hour inc DIA* 1.0608
A	A1	13,437.39	15,485.39	6.96	1.37	8.33	9.39
A	A2	14,055.20	16,103.20	7.28	1.05	8.33	9.39
B	B1	14,267.58	16,315.58	7.39	0.94	8.33	9.39
B	B2	14,904.70	16,952.70	7.72	0.61	8.33	9.39
C	C1	15,117.07	17,165.07	7.83	0.50	8.33	9.39
C	C2	15,831.41	17,879.41	8.20	0.13	8.33	9.39
D	D1	16,024.48	18,072.48	8.30	0.03	8.33	9.39
D	D2	16,777.44	18,825.44	8.69			9.75
E	E1	17,047.73	19,095.73	8.83			9.89
E	E2	17,839.30	19,887.30	9.24			10.30
F	F1	18,090.28	20,138.28	9.37			10.43
F	F2	18,901.16	20,949.16	9.79			10.85
G	G1	20,078.86	22,126.86	10.40			11.46
G	G2	21,005.58	23,053.58	10.88			11.94
H	H1	22,627.34	24,675.34	11.72			12.78
H	H2	23,650.59	25,698.59	12.25			13.31
I	I1	25,870.84	27,918.84	13.40			14.46
I	I2	27,029.24	29,077.24	14.00			15.06
J	J1	29,133.66	31,181.66	15.09			16.15
J	J2	30,504.43	32,552.43	15.80			16.86
K	K1	32,357.86	34,405.86	16.76			17.82
K	K2	33,825.16	35,873.16	17.52			18.58
L	L1	35,871.66	37,919.66	18.58			19.64
L	L2	37,551.34	39,599.34	19.45			20.51
M	M1	39,269.62	41,317.62	20.34			21.40
M	M2	41,045.83	43,093.83	21.26			22.32
N	N1	42,937.88	44,985.88	22.24			23.30
N	N2	44,849.23	46,897.23	23.23			24.29
O	O1	46,915.04	48,963.04	24.30			25.36
O	O2	49,077.38	51,125.38	25.42			26.48
P	P1	50,525.37	52,573.37	26.17			27.23
P	P2	52,089.21	54,137.21	26.98			28.04
P	P3	53,672.35	55,720.35	27.80			28.86
Q	Q1	54,406.00	56,454.00	28.18			29.24
Q	Q2	56,066.37	58,114.37	29.04			30.10
Q	Q3	57,784.65	59,832.65	29.93			30.99
R	R1	58,634.14	60,682.14	30.37			31.43
R	R2	60,468.27	62,516.27	31.32			32.38
R	R3	62,263.79	64,311.79	32.25			33.31

Annual Salary is based on a 37 hour week and the average annual working hours of 1930.66

\*Distant Islands Allowance (DIA) currently £2,048 which equals approx £1.0608 per hour.

**From:** [Charity.Johnson2@shetland.gov.uk](mailto:Charity.Johnson2@shetland.gov.uk)  
**To:** [fetlarcc@yahoo.co.uk](mailto:fetlarcc@yahoo.co.uk); [scallowayclerk@gmail.com](mailto:scallowayclerk@gmail.com); [evaganson@gmail.com](mailto:evaganson@gmail.com); [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk); [WhalsayC.C.Clerk@gmail.com](mailto:WhalsayC.C.Clerk@gmail.com); [dougforrest@tiscali.co.uk](mailto:dougforrest@tiscali.co.uk); [james shepherd08@btinternet.com](mailto:james shepherd08@btinternet.com); [www.communitycouncil@googlemail.com](mailto:www.communitycouncil@googlemail.com); [clerk@unstcc.shetland.co.uk](mailto:clerk@unstcc.shetland.co.uk); [joyceadamson@btinternet.com](mailto:joyceadamson@btinternet.com); [clerk@ggc-communitycouncil.co.uk](mailto:clerk@ggc-communitycouncil.co.uk); [clerk.sandacc@gmail.com](mailto:clerk.sandacc@gmail.com); [marinatait@btinternet.com](mailto:marinatait@btinternet.com); [sandwickcommcouncil@gmail.com](mailto:sandwickcommcouncil@gmail.com); [clerk@dunrossnesscc.shetland.co.uk](mailto:clerk@dunrossnesscc.shetland.co.uk); [clerk.ycc@gmail.com](mailto:clerk.ycc@gmail.com)  
**Subject:** FW: Clerks Pay  
**Date:** 17 March 2017 11:44:17

---

Hi All

I can confirm that the scale is indeed H2, below is an email from Catherine regarding Marie's second enquiry. Hope this helps.

Warm regards

*Charity*

---

**From:** Hughson Catherine@VAS  
**Sent:** 17 March 2017 11:40  
**To:** Sandison, Marie  
**Cc:** Johnson Charity@VAS  
**Subject:** Clerks Pay

Hi Marie

The pay scales are given to us for information only no recommendations are made. It is up to each community council to decide if they implement the pay increase.

Hope this makes things clearer please get in touch if you require any additional information.

Regards

Catherine

Catherine Hughson  
Executive Officer  
Voluntary Action Shetland  
14 Market House  
Market Street  
Lerwick

01595743901

A charitable company limited by guarantee registered in Scotland number 165677  
Scottish Charity number SC017286

# LERWICK COMMUNITY COUNCIL

## Core Funding Financial Report as at 30 March 2017

<u>INCOME</u>	£	£
Balance at at 1 April 2016		10,419.24
SIC Core Funding Grant 2016-17		20,923.00
SIC Community Development Funds (Distribution & Project)'16/'17		4,000.00
SIC CC Participatory Budgeting PB Project		5,000.00
Morrison Construction - Donation to PB Project		300.00
Rotary Club of Shetland		100.00
Sale of Town Hall Guides		8.32
Paths for All Grant - Staney Hill Sign		472.00
		41,222.56

<u>EXPENDITURE</u>	£	£
Office Costs	3,253.98	
Employment Costs	9,561.60	
Administration	657.58	
Accountancy	0.00	
Misc.	35.00	
Grants/Projects	11,261.52	
CDF Distrib & Projects	800.00	
LOOT for LERWICK	10,437.20	
Returned CDF Distribution Funding	600.00	
		36,606.88
		<b>4,615.68</b>

<u>REPRESENTED BY</u>	£
Bank Balance as at 30.03.17	4,615.68

### Indication of Free Funds:

Main Annual Running Costs - Amended Forecast - £14,830.62	
Amended Budget Remaining	0.00
Annual Grants & Projects Amended Forecast £5,981.07	
Amended Budget Remaining	0.00

### **Committed Funding:**

Paths for All - Staney Hill Sign (£144 spent)	328.00
Royal British Legion Lerwick Pipe Band	2,000.00
	2,328.00
<b>Estimated Free Funds</b>	<b>2,287.68</b>



# INVOICE

## Shetland Islands Council

Finance, Corporate Services Department, Office Headquarters, 8 North Ness Business Park, Lerwick, Shetland, ZE1 0LZ

**Invoice No. 3996233**

LERWICK COMMUNITY COUNCIL  
C/O MARIE SANDISON  
COMMUNITY COUNCIL OFFICE  
1 STOUTS COURT  
LERWICK  
SHETLAND  
ZE1 0AN

Date of Supply 12/01/2017  
Invoice Date 23/03/2017  
Payment Due Date 22/04/2017  
Debtor No. 002085  
Enquiries to 01595 744855 Jackie Irvine

Description	Number of Units	Rate per Unit	VAT code	£
Enquiries to: Barrie Scobie Tel: 01595 744134				
MANUFACTURE SIGN FOR STANEY HILL FOOTWAY AS PER LERWICK COMMUNITY COUNCIL'S REQUEST	1.00	£120.000	1	£120.00
VAT REGISTRATION No. 267 8583 04			Net Value	£120.00
0 = Zero      1 = Standard      2 = Exempt 3 = Non Business      8 = Outwith the scope of VAT			VAT Value	£24.00
			<b>Total Value</b>	<b>£144.00</b>

### Methods Of Payment

- On-line:** Visit our website [http://www.shetland.gov.uk/online\\_payments/](http://www.shetland.gov.uk/online_payments/) then click on the "Click here to access the online payments" and then select the Invoice Payments Item.
- By Phone:** Telephone our cashiers office on any of the following numbers: (01595) 744626, (01595) 744627 or (01595) 744564. Please have your Credit or Debit Card details to hand when you phone.
- Personal Visit:** Present this invoice with your remittance to the Council's Cashiers Section at Corporate Services Department. The address for this department can be found at the top of this invoice.
- By Post:** Cheques to be crossed /&Co./ and made payable to "Shetland Islands Council". Do not send cash through the post. Cut out the slip at the bottom of this invoice and forward with your cheque to Corporate Services Department. The address for this department can be found at the top of this invoice.
- At a Bank:** Payment can be made at any Bank. Always quote the Council's Bank details and the Invoice Number when you make payments at a Bank. These can be found on the slip below. Please allow 5 working days for payments to reach us.
- At a Post Office:** Please complete a Transcash voucher which is available at all Post Offices. Please enter 00 681 1167 in the Credit account number box and invoice number 3996233 on the Reference number line.

Please detach this slip and forward it with your payment to Finance Services. This will ensure that your payment is credited to the correct account with the minimum of delay.

Payment enclosed for Debtor Number: **002085**  
Invoice No: **3996233**  
Amount Due: **£144.00**

Shetland Islands Council  
Bank Details  
Bank of Scotland  
Sort Code: **80-08-82**  
Account No: **00729160**



**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/58943/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](mailto:grants.unit@shetland.gov.uk)  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

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

Date: 23 March 2017

Dear Marie

**Community Development Fund Application Acknowledgement Letter**  
**Reference number: 578/4654**

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](mailto: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/58955/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](mailto:grants.unit@shetland.gov.uk)  
[www.shetland.gov.uk](http://www.shetland.gov.uk)

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

Date: 27 March 2017

Dear Marie

**Community Development Fund Application Acknowledgement Letter**  
**Reference number: 578/4666 (Project Grant)**

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](mailto:michael.duncan@shetland.gov.uk)

Yours sincerely

Elsa Manson

Resources Officer

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



7 Mounthooly Street  
Lerwick, Shetland, ZE1 0BJ

T: 01595 696932  
E: [info@livinglerwick.co.uk](mailto:info@livinglerwick.co.uk)  
W: [www.livinglerwick.co.uk](http://www.livinglerwick.co.uk)

29 March 2017

Dear Marie,

**Grant Payment – Christmas Lights Winter 2016**

I write to acknowledge receipt of the grant of £1,000 towards the cost of hanging the Christmas lights during our last Winter Festival.

We would like to thank Lerwick Community Council for supporting us in our work.

Please contact me if there is any further information you may require.

Yours sincerely

A handwritten signature in black ink that reads 'Christena M Irvine'.

Christena Irvine  
Manager  
Living Lerwick