



# LERWICK COMMUNITY COUNCIL

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

## CHAIRMAN

Mr Jim Anderson  
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## CLERK

Mrs Marie Sandison  
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31st August 2016

Dear Sir/Madam,

You are requested to attend a meeting of Lerwick Community Council to be held in the **Town Hall Chamber**, Town Hall, Lerwick at **7pm** on **Monday 5 September 2016**.

The next meeting of Lerwick Community Council will be on Monday 3 October 2016.

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 4 July 2016
4. Business arising from the minutes
5. Police Scotland Monthly Report
6. Lerwick Town Centre Pedestrianisation – In Attendance – Neil Hutcheson – Roads, SIC
7. Correspondence
  - 7.1 Lerwick Pedestrian Crossings – Neil Robertson and Councillor Michael Stout
  - 7.2 Roads – Place Names reply
  - 7.3 Shetland Environmental Awards 2016 – Shetland Amenity Trust
  - 7.4 OSCR reply – Thomas Carson – Compliance & Investigation Team
  - 7.5 Clickimin Bins – Magnus Malcolmson, Team Leader, Sports & Leisure Facilities, SIC
  - 7.6 Mr Michael Stewart – Planning 2016/003/PPF
  - 7.7 Changes to pre-application service - Iain McDiarmid, Executive Manager, Planning Dept
  - 7.8 Hillhead Railings – Mr Dave Coupe, Executive Manager, Roads, SIC
  - 7.9 Lerwick Boating Club – Grant Acknowledgement – John Manson, Commodore
  - 7.10 Tesco Car Park Flooding – Neil Connell, Manager, Tesco
  - 7.11 Relay for Life – Martin Henderson
  - 7.12 Scottish Heritage Angel Awards 2016 – The Scottish Civic Trust
  - 7.13 Scottish Rural Parliament – Get Campaigning
  - 7.13 Welcome to Shetland Sign
  - 7.14 Funding Opportunities – Big Lottery, Community Assets, Tesco and Various sources
8. Financial Report
  - 8.1 Core Funding Financial Report 31<sup>st</sup> August 2016
9. Planning Applications
  - 9.1 2016/267/PPF – To create a community garden area and playground - Park Lane, Lerwick, Shetland ZE1 0EJ – Mr A P Sandison
  - 9.2 2016/266/PPF – Construction of workshops, stores and offices with external yard storage, car parking and container storage – North Gremista Industrial Estate, Lerwick, Shetland ZE1 0PX – L&M Engineering (UK) Ltd
  - 9.3 2016/299/PPF – Change of use from non-domestic building to a dwellinghouse – 3 Church Road, Lerwick, Shetland ZE1 0AE – Mr Jed Westmoreland
  - 9.4 2016/316/PPF – Change of use from office to residential accommodation – 34 Market Street, Lerwick, Shetland ZE1 0JP – Mrs Inga Irvine
  - 9.5 2016/329/PPF – To change use from office to pharmacy – Kantersted Road, Lerwick, Shetland ZE1 0RJ – WHB Sutherland Ltd
10. Any Other Business

**MONDAY 4 JULY 2016**

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

**Members**

Mr E Knight	Ms K Fraser
Mr P Coleman	Mr J Fraser
Mr A Wenger	Mr D Ristori
Mr Ian Russell	Mr J Anderson

**Ex-Officio Councillors**

Cllr M Bell	Cllr A Wishart
Cllr P Campbell	Cllr C Smith

**In Attendance**

Mr Jim Leask, Bridges Project, Support Worker, SIC  
Ms Karen Eunson, Bureau Manager, Citizens Advice Bureau  
Mrs M Sandison, Clerk to the Council

**Chairman**

Mr J Anderson, Chairman to the Council presided.

07/16/01

**Circular**

The circular calling the meeting was held as read.

07/16/02

**Apologies for absence**

Apologies for absence were received from Mr A Johnson, Mr A Carter, Mr A Henry, Mrs A Simpson, Mr S Hay, Cllr C Smith, Cllr M Bell and Cllr Allan Wishart.

07/16/03

**Minutes**

The minutes of the meeting were approved by Mr J Fraser and seconded by Mr A Carter.

07/16/04

**Business Arising from the Minutes**

None.

07/16/05

**Police Scotland Monthly Report**

No report was available.

07/16/06

**Bridges Project – Jim Leask – Bridges Support Worker**

Mr Leask introduced himself as the Team Leader for Youth Services and Bridges, a service providing for and meeting the needs of young people between fifteen and

twenty four. Mostly assisting young people aged between sixteen and seventeen with educational opportunities, skills building, and team building, to help them into a job. They also provided a full range of support services for young folk.

He said he was coming along to see if they could work together. He mentioned young people spent time volunteering, making wooden items, disposing of old council computers by selling on bits for metal value. Last month had included painting picnic tables. Mr Leask asked if any town picnic benches were in need of painting. He said that the young folk worked towards Saltire Awards, youth achievement, and gained employability skills with the practical jobs. He said they hoped to impart some wisdom to them and wondered about the scope for an on-going partnership with the community council.

Mr Anderson thanked Mr Leask and said that it sounded like a very worthwhile project. He asked if anyone had any questions for Mr Leask.

Mr Wenger mentioned the hand rail at Bank Lane and asked about the possibility of painting it. He said that the upper part was very rusty. He also said that in Hangcliff Lane some of the paving stones were in need of attention.

Mr Leask replied that the painting would be possible.

Mr Anderson thought that the paving stones were technically a Roads issue. He mentioned two benches that the community council gifted in the new Lerwick cemetery. The wooden benches were looking tired. The question of materials and paints was raised.

Mr Leask said yes to the idea, but requested that painted be supplied. He said that they didn't have much of a budget and quality paint was expensive.

Discussion ensued about the way to proceed. It was decided that a grant application be forwarded by the clerk.

Mr Fraser mentioned the benches along the Sletts.

Mr Coleman suggested the seating bench in the Peerie Oversund Park.

Mr Anderson recommended replacing the bench. He suggested drawing up a list and for Mr Leask to come back with figure.

Mr Leask said that he was happy to do that.

Mr Ristori pointed out that the Peerie Oversund Park perhaps needed some general maintenance, as no-one was looking after it. He suggested that cutting the grass would help to make it look better.

Mr Leask replied that grass cutting was not suitable for the students.

Cllr Stout enquired if there was an existing list of community council assets.

Mr Anderson replied that historically the community council had gifted benches and the council had installed them. He suggested enquiring with the relevant department, who would probably be quite supportive.

Mr Leask proposed that the students identify assets and perhaps do a survey around the town.

Mr Anderson agreed that it would be a good starting point and they could decide what was in need of painting.

Mr Leask said that the only slight problem was with the holiday period starting soon. He remarked that it would be something positive for the young folk to do.

Mr Anderson thanked Mr Leask for his time.

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

**Mr Leask left the meeting at 7.20pm.**

07/16/07

**Citizens Advice Bureau – Karen Eunson, Bureau Manager**

Ms Eunson thanked the community council for the invitation to come along. She started by showing the timeline of the organisation. The organisation started in 1939 with an attempt for a local branch in 1963. The eventual formation was in 1991 operating from the Town Hall. Since 2005 the branch had operated from Market House.

The Citizens Advice Bureau was a national service and had two aims. Firstly, helping to look after a person's rights and secondly to exercise social policies. She said that they provided help with a vast range of topics and displayed a pie chart of the main areas. Debt and benefits being the largest, but they covered a wide range of topics. People could come and see them about anything.

Ms Eunson explained the process of volunteering, with a one year training programme, leading to becoming a bureau advisor. CAB Scotland had a national database for providing the right advice. Additional training and special training were provided and they had a number of paid staff who had expertise in particular areas. They could challenge decisions at tribunal level and offered debt and money advice such as in the case of bankruptcy. Advice was given on NHS concerns and Pensionwise, which had government funding available. Also immigration, they had been busy this last week in light of the vote.

CAB's service was all very principled, of a high standard and entirely free. They received donations although they didn't seek them. The advice was all confidential, impartial and independent. The client had the right to decide. It was about empowerment and encouraging folk to take action for themselves.

Clients included those recent employed. They were open to all, but particularly targeted the most vulnerable, encouraging young folk. Working with the community mental health team, housing support, dementia and illness coping and any change of circumstances, help being available. Also not just operating from the office, but at the health centre and rural and island areas.

Ms Eunson explained the local social policy work, providing evidence to local policy makers such as the inequality commission and raising awareness of local issues with local politicians. Work involved focussing on the impact of debt changes, producing reports such as the 2013 fuel bills survey. Recent EU funding had allowed for provision of an energy advice service. Also, national social policy work including evidence on any trends, which could then be acted on by Citizens Advice Scotland.

Explaining how the service was paid for, Ms Eunson said that 2016/17 income was £277K. With 69% from Shetland Islands Council in partnership with Shetland Charitable Trust, 16% came from national funding, and 15% from EU Social Fund. Looking at the volunteer contribution of 9048 hours and going by the national living wage this was 65K cheaper. They were keen to raise awareness and interested to feed in suggestions and learn of any unmet needs. They were also keen to promote volunteering, it was hard work and a big time commitment, but you would be part of a strong team.

Mr Anderson thanked Ms Eunson and for the excellent work of the service.

Cllr Stout offered thanks and hoped everyone would agree that the council and charitable trust contributed to a very worthwhile service. It was an example of a good working partnership. He wanted to endorse the work done locally and believed that not enough people were aware of the service.

Mr Fraser agreed that they offered unbelievably professional and knowledgeable services.

Mr Anderson asked if most queries were financial.

Ms Eunson replied that mostly it was about debt benefits and the future universal credits.

Mr Anderson enquired if this was leading to problems.

Ms Eunson explained that universal credits had been coming forever and was a very slow process she mentioned that one group would be negatively impacted; people on disability allowance, in particular mental health.

Cllr Stout mentioned fuel poverty and the useful document that had informed the work with the government. There were pockets of real poverty in Shetland, and it had strengthened the case, having had inside experience and made the council job easier.

Mr Fraser asked how Ms Eunson would describe the relationship with other organisations.

Ms Eunson replied about an external survey that had taken place. They had been delighted with the feedback reporting the value of CAB expertise and use of the service. They had increased links with other organisations, especially regarding vulnerable folk. Training with groups had taken place. She was keen to keep reminding people about the help CAB could offer.

Mr Anderson thanked Ms Eunson and said it was humbling to learn about the good team and support provided. He agreed that the finance was a good investment by both the council and the charitable trust.

Ms Eunson commented about the constant search for further funding and remarked it was good to have the core funding in place. She thanked members for inviting her to attend and offered leaflets to pass on.

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

**Ms Eunson left at 745pm.**

07/16/08

**Information Boards Harrison Square**

Mr Anderson said he was pleased to inform members that the panels were now here. Due to events in Harrison Square and use of the stage there had been a delay in erecting them, but hopefully this would be done this week.

He hoped that they would receive some positive PR and make people aware that they were there.

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

07/16/09

Correspondence

**9.1 Park Lane Gardens – Andy Sandison, Park Lane Community Gardens Group**

The Chairman reported that the planning application was in and they were seeking permanent permission for the garden, as in the past it had been temporary.

He explained the letter from Mr Sandison was asking the community council for continued support for the project. They had secured eight thousand pounds from the Tesco Bag Scheme. Voluntary work was carried out by COPE and Bridges. He mentioned that it was a lovely oasis and a sheltered sun trap.

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

**9.2 Scottish Heritage Angel Awards – Scottish Civic Trust**

Discussion took place regarding nominations for the Heritage Awards. Names mentioned were Jon Sandison for his work on investing and recording the World War One Shetlanders. Douglas Sinclair was mentioned due to his work around the town and lanes in Lerwick, his leaflets for cruise ships, old stories and his contribution to the panels. Mary Blance was mentioned for her work on the Shetland Dialect and Jill Blackadder for guided walks and work for the Shetland Field Studies Group.

It was suggested that the categories be looked at and two nomination forms completed.

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

**9.3 Community Choices Fund – June Porter, Team Leader, Community Development, SIC**

Mr Anderson asked members if they were keen to apply for this. Community Councils could apply from a seven hundred and fifty thousand pound fund with a bid of at least twenty thousand pounds.

Cllr Stout expressed the view that it would be good to keep the process rolling.

Ms Fraser queried about the timescale for the funding to be spent, which was the end of March 2017. She thought that it would be good whilst the previous event was still fresh in their minds.

Mr Anderson suggested putting in bid of at least twenty thousand pounds, he was conscious of the deadline of 29 July.

Cllr Stout pointed out the category of funding work in deprived areas and mentioned that there were areas in Lerwick that could be highlighted as part of the preparation.

Discussion took place and Mr Coleman proposed applying for thirty thousand pounds and Mr Wenger seconded the proposal. It was agreed to put in a bid for thirty thousand pounds.

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

#### **9.4 Funding Opportunity – Ancient Monument Fund**

Brief discussion took place, no decision was taken. The closing date of 31 July was mentioned with the view to thinking of something prior to that.

#### **9.5 Funding Opportunity – Coastal Communities Fund**

Mr Anderson noted that some sizeable six figure projects had been undertaken with this funding.

Mr Fraser suggested the funding could be used by the port authority for new piers.

Mr Knight mentioned the coastal walk around Lerwick.

Mr Anderson suggested that they sit down and prepare a list of small and medium projects that could be picked off the shelf when it came to funding applications.

Mr Coleman agreed setting a date for perhaps two months time and asking the community for suggestions in the Lerwick area.

Cllr Stout highlighted the coastal pathway in East Lothian and cycle paths. He said with the increase in cruise ships and tourists walking around the town it would be beneficial to put something together.

**(Action: Chairman/Clerk)**

#### **9.6 Funding Opportunity – The Gordon & Edna Baxter Foundation**

Mr Anderson suggested that they forward this to Mr Leask for the work of the Bridges Project. It may fund improvements to park benches.

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



**9.7 Shetland Festival of Remembrance – Letter of thanks – Major John Taylor**

Noted.

07/16/10

**Financial Reports**

Mr Anderson asked if anyone had any questions.

Cllr Stout enquired about the Town Hall Guides sales.

Mr Anderson suggested that they ask if suppliers had enough copies.

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

07/16/11

**Planning Applications**

**11.1 2016/225/PPP – Change of use from store to staff accommodation on the first floor in association with business on ground floor; paint exterior of premises (retrospective application) – 11 Harbour Street, Lerwick, Shetland, ZE1 0LR – Monjur Iqbal**

No objections.

**Additional Agenda Items**

**Campsite/Caravan Site**

The chairman noted that in an email from Mr Carter a member of the public was asking the community council to consider endorsing one or both sites suggested for a Camp/Caravan site and forward to planning.

The sites (1) the area north of the Clickimin (formally the site of the 'north loch') currently occupied by portacabins and (2) area at the Knab occupied by AHS buildings and Bellevue.

Cllr Stouts remarked that it had been agreed last week at a council meeting to proceed with the draft masterplan at the High School. He said that this was an opportunity to put forward the Anderson High School site and suggest access to this.

Mr Anderson agreed. He suggested that they think about the campsite and make a suggestion on the back of that to the council.

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

**Bench near Matchbox Cottage**

The clerk had received a phone call about a bench which was vandalised. It had been reported to the Police, but the community council were informed by the person reporting it as they believed the bench may have been gifted by the community council.

**Smashed Light at the Clickimin Broch**

Mr Anderson reported that a light had been smashed at the Broch and Police Scotland had been informed.

**Bench near War Memorial**

The bench near to the War Memorial was reported in need of attention.

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

07/16/13

**A.O.B.**

**Railings Hillhead**

Mr Ristori asked if there were any updates concerning the railings along the Hillhead.

Mr Anderson asked the clerk if this could be looked into by contacting the Roads department.

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

**Tesco Car Park Flooding**

Mr Russell asked if anything could be done to improve the drainage in the Tesco Car Park. He said that water pooled in the area near Fjara where the lorry's entered.

Mr Anderson said that we could write to Tesco and draw attention to it.

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

**Cycle Safety Leaflet**

Mr Wenger asked when more leaflets would be available from the tourist office and ferry terminal.

The clerk informed him that Elaine Skinley had replied recently saying that reprinted leaflets were to be distributed.

There being no further competent business the meeting concluded at 8.45pm.

***Minute ends.***

MR J ANDERSON  
CHAIRMAN  
LERWICK COMMUNITY COUNCIL

Chairman.....

Date.....



Executive Manager: Dave Coupe  
Executive Director: Maggie Sandison

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

Our Ref: NH/ /R/E3/39  
Your Ref:

Date: 13 July 2016

Dear Ms Sandison,

## **Lerwick Town Centre Pedestrianisation, Traffic Calming and 20 MPH Zone**

Please find enclosed a summary of the current traffic regime in Lerwick Town Centre with proposals for alterations intended to address a number of issues and concerns that have been brought to our attention. These recommendations have been arrived at following a number of meetings with Police Scotland. The benefits of these recommendations are listed for your information and the consideration of your Council. A number of variations to these recommendations are also listed and we would appreciate it if you could inform of us your member's opinion of these options.

A plan showing the proposed layout for a "raised crossing" at Church Road, between the main and south parts of Commercial Street is also enclosed for your members' information. The crossing is of the "zebra" type so would give pedestrians priority at all times. This type of crossing in this location would only be suitable on a raised crossing within a 20 mph limit.

Should you or your members have any queries regarding these proposals please contact Neil Hutcheson at the above address. We would also suggest that a representative of the Roads Service attend a Lerwick Community Council meeting to discuss your members' comments on the enclosed recommendations and to update them on the current position of the 20 mph speed limit and traffic calming measures proposed for the Esplanade. I would appreciate it if you could contact Neil or Colin Gair to discuss a date for this meeting.

Yours faithfully

Executive Manager, Roads

## **Current Regime in Town Centre**

### *Church Road at Commercial Street to Harbour Street*

- Parking restricted to marked bays 0800 to 1730 Mon to Sat.
- Various time limits (15mins, 45mins, 2hrs) apply across the area.

### *South Commercial Street to Stouts Court*

- Parking restricted to marked bays 0800 to 1730 Mon to Sat. No time limits.

### *Church Road to Market Cross and Market Cross area.*

- No parking except in marked bays at RBS from 0800 to 1730 Mon to Sat.
- Vehicular access for loading permitted at any time.

### *Commercial Street beyond Market Cross to below Fort Charlotte*

- No parking except disabled badge holders 0800 to 1730 Mon to Sat except disabled badge holders.
- No vehicular access permitted between 1130 and 1730 Mon to Sat except disabled badge holders.

## **Recommended Regime**

### *Church Road to Harbour Street*

- Parking restricted to marked bays 0830 to 1700 Mon to Sat.
- Single time limit restriction for area of 3 hours maximum stay.

### *South Commercial Street*

- Taken out of Short Stay Disc Parking Zone, but No Waiting at Any Time restrictions would be introduced where required to ensure emergency service access was maintained.

### *Commercial Street from Church Road to below Fort Charlotte*

- Access to Commercial Street from Church Road blocked. Access to RBS/ PO area via Market Cross only.
- No vehicular access permitted to street between 1130 and 1700, except disabled badge holders.
- No parking 0830 to 1700 Mon to Sat except in marked bays at RBS. Bays at RBS would only be available to general drivers until 1130, and after 1700.
- Additional Disabled Parking bays to be marked in Irvine Place and in the reconfigured Burns Walk area.

## *Burns Walk Area*

- The Burns Walk area would be reconfigured to tidy-up the parking arrangements and to provide a social public space with sheltered cycle parking.

## **Benefits of Recommended Regime**

- A single time period leaves less room for confusion, and the need to look for additional information signage when parking.
- The 3 hour maximum stay time period allows more flexibility for visitors to the street area to change their plans and linger longer in the area. This should promote greater footfall across the area while preventing 'all day parkers' from blocking the most convenient spaces. The on-street spaces on Church Road would be included in the area to increase the number of available short-stay spaces. Off-street spaces behind the Masonic and spaces at Burns Walk car park (Old Swimming Pool area) would still be available for all day or longer duration parking.
- Extending the short-stay zone further up Church Road would also allow the zone entry signs to be more conspicuous/ noticeable.
- Blocking access to Commercial Street from Church Road removes turning traffic from the proposed raised crossing area between Commercial Street and South Commercial Street. It also removes the risk to pedestrians/ customers in the narrow area adjacent to Slotties and the Post Office Counters entrance. It will also significantly reduce the number of vehicles in the area, most of which just currently use the route via the Market Cross as a convenient way to 'go back oot ower'.
- Controlling entry to Commercial Street to one point for vehicular traffic makes it less likely that drivers will 'try their luck' to 'nip through'. Reducing vehicular flow through the area is likely to reduce the number of illegally parked vehicles at the Market Cross and will bring significant improvements to the amenity of the area, particularly for vulnerable road users.
- Access for loading along Commercial Street will be largely unchanged, other than for the RBS/ PO area that would have a restricted window for loading introduced. However, the overall restricted access period would be brought back from 1730 to 1700 to allow access to all premises at the end of the working day. This would allow access for collections from the Post Office to be made before they close at 1730. A loading bay area could be formed behind Slotties/ south of the Post Office building to facilitate access for deliveries during the restricted period - in line with the facilities provided through the rest of the area. This would only be possible following the introduction of the proposed traffic calming on Church Road, which would control vehicle speeds on the downhill approach such that suitable emerging and stopping visibilities can be provided for accessing the proposed new loading by area.
- The additional Disabled Parking bays at Irvine Place and Burns Walk, and the removal of all other vehicles from the bays at the RBS during the core period (1130 to 1700 Mon to Sat) would give many disabled badge holders the option of not

driving through the length of Commercial Street. However, for those disabled badge holders who need to gain direct access to premises along Commercial Street access rights will be maintained as present.

### **Variations That Could be Considered**

Start and end time of parking restrictions, currently proposed at 0830 to 1700.

- Earlier start would impact on residents parking in the area overnight.
- Later start would reduce the number of spaces available for early visitors to the street area.
- Earlier end time would introduce traffic to the street during the period when there is still a reasonable number of pedestrian users.
- Later end time would only bring limited benefits for the small number of pedestrians on the street after 1700, while preventing late collections, for example from the Post Office.

Extents of the parking restriction zone on Church Road and South Commercial Street

- Leaving the parking zone limit as is, below the parking on Church Road, means that the best located spaces for the south part of Commercial Street and South Commercial Street will be filled mainly by residents and all day parkers. As it is proposed to restrict general access to the south part of Commercial Street from 1130 to 1700 Mon to Sat making some short stay spaces available in the area would provide significant benefits. Residents who wish to park in the area all day would be able to use the off-street parking behind the Masonic.
- South Commercial Street is included within the current parking zone, and could be retained within the new one. However, there are very few spaces suitable for parking vehicles along South Commercial Street and removing these from daytime use by residents would have minimal benefit for visitors to the area, while significantly impacting on residents.

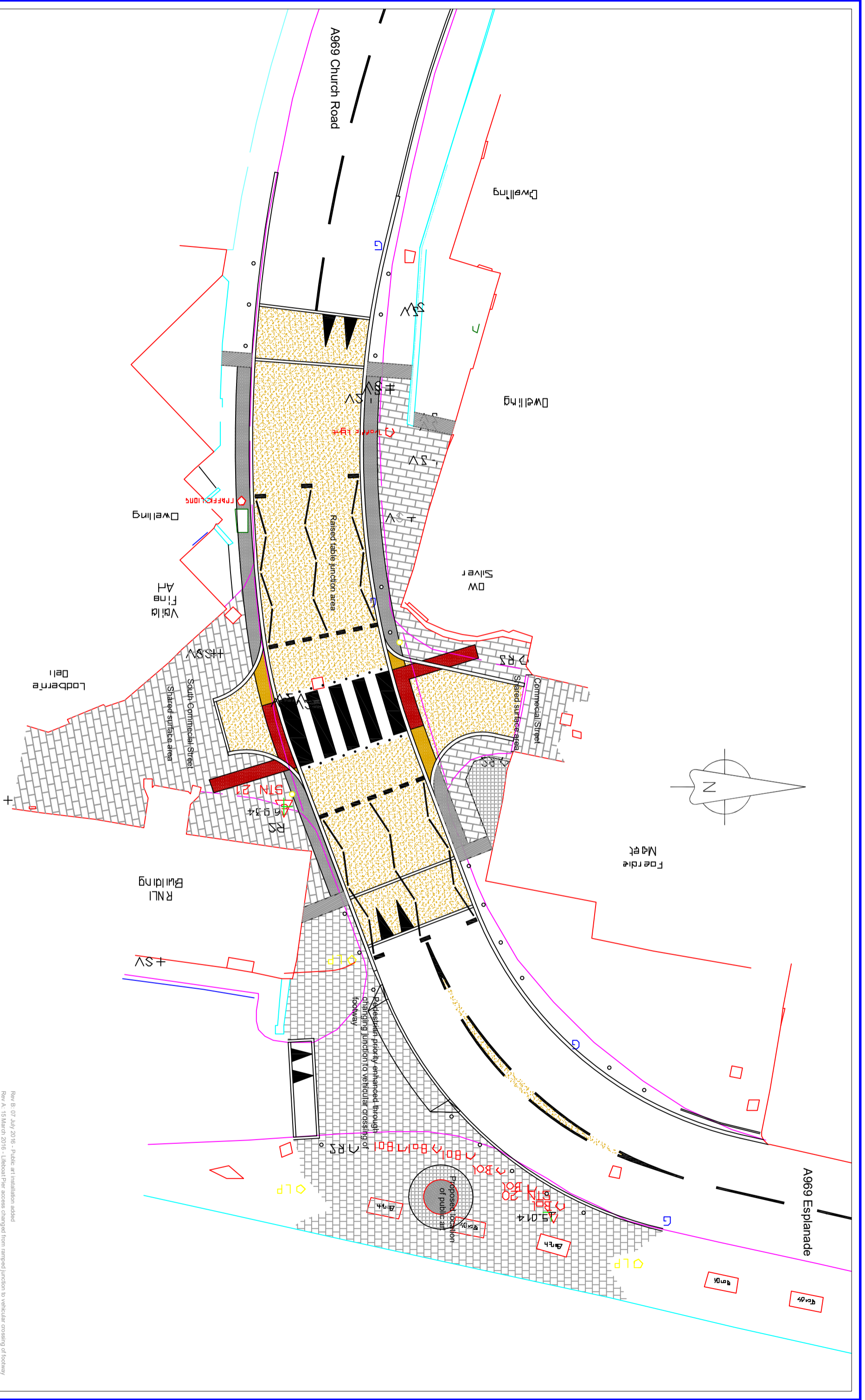
Extents of the parking zone on Commercial Road and Harbour Street

- Extending the zone further north along Commercial Road would only include a couple of extra spaces near to Cee & Jays and the Wheel Bar. However, it would also increase the number of signs required on Commercial Road due to the accesses to the Fishmarket and Malakoff Shop areas, as well as Mill Lane. There is therefore seen to be little benefit in this change.
- The east part of Harbour Street could be included in the zone, adding a number of on-street spaces as short stay. However, this would cause some difficulties in locating the zone entry signs as they would conflict with the proposed limits for the 20mph zone at the junction of Market Street with Harbour Street. It would also require additional signage for Fort Road as the Fort Road carpark is technically off-street parking and would need to be clearly excluded from the zone. Identifying a good location to provide this signage appears to be problematic, and for this reason it is probably best not to amend the extents to include Harbour Street.

Allow access to Commercial Street from Church Road, current proposal is to block access

- Restricting access to Commercial Street from Church Road would remove a significant number of the vehicles that currently pass through the area. Most never stop due to there not being any parking available, and many have no intention of stopping – just passing through for a look, or as a short-cut 'back oot ower'. Reducing the vehicle flow through the area will benefit pedestrians and the amenity of the area.
- Drivers who genuinely need to access the area would still be able to do so via the Market Cross area. This system has been operated without note of any significant issue or incident on many occasions when maintenance works have been require on the area of Commercial Street between Church Road and the Market Cross.
- Provision can be made in the vicinity of Queen's Lane and the Shetland Times Bookshop for cars, vans, and light goods vehicles to turn. Heavy goods vehicles are currently prohibited from the area due to the weight limit that was put in place to protect the flagged stone surfacing.

July 2016



Rev B: 07 July 2016 - Public art installation added  
 Rev A: 15 March 2016 - Lubeck Pier access changed from ramped junction to vehicular crossing of footway

<b>Scheme:</b> A969 Esplanade 20mph Zone Improvements		<b>Shetland Islands Council</b> Traffic & Road Safety Section, Roads Service Department of Infrastructure Services Glenelg, Lerwick, Shetland Tel: 01595 744666 Fax: 01595 744669
<b>Title:</b> Church Road Table Junction Proposed Zebra Crossing		
Date: 07/07/16 Drawn: CIG Dwg No: DRAFT	Checked: NEH Scale: 1:100	Rev: B





**From:** [michael.stout@shetland.gov.uk](mailto:michael.stout@shetland.gov.uk)  
**To:** [neil.robertson@shetland.gov.uk](mailto:neil.robertson@shetland.gov.uk)  
**Cc:** [malcolm.bell@shetland.gov.uk](mailto:malcolm.bell@shetland.gov.uk); [peter.campbell@shetland.gov.uk](mailto:peter.campbell@shetland.gov.uk); [cecil.smith@shetland.gov.uk](mailto:cecil.smith@shetland.gov.uk);  
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[jonathanwills47@gmail.com](mailto:jonathanwills47@gmail.com); [dave.coupe@shetland.gov.uk](mailto:dave.coupe@shetland.gov.uk); [jim@filsket.me.uk](mailto:jim@filsket.me.uk); [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk);  
[Bob.Kerr@shetland.gov.uk](mailto:Bob.Kerr@shetland.gov.uk)  
**Subject:** Re: Lerwick Pedestrian Crossings  
**Date:** 01 August 2016 17:22:12

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Thanks Neil, I'm copying Bob at Comms into this for his thoughts on whether we need to make this more widely known - given that the pelican saga has been long-running, and gathered a lot of attention from the public over the last few years, it might be worth a reassuring statement.. Also wondering if the non-working lights are being bagged off; I know folk are happier to see a clear indication that the crossing is out of order rather than just being left switched off.  
Regards, Michael

On 1 Aug 2016, at 15:43, Robertson Neil@Roads Service  
<[neil.robertson@shetland.gov.uk](mailto:neil.robertson@shetland.gov.uk)<[mailto:neil.robertson@shetland.gov.uk](mailto:mailto:neil.robertson@shetland.gov.uk)>> wrote:

Dear All

The failure of numerous pedestrian crossings around the town has been noted by the roads service and steps are being taken to remedy the situation. The reason for so many failures is due to recent installation works carried out by our supplier Siemens which unfortunately was done using a batch of faulty LED units.

Siemens are only too aware of the situation and the embarrassment caused to themselves and are working hard to supply new units and test existing stock. This failure is not limited to Shetland but is causing a problem for Siemens nationwide resulting in pressure on sourcing replacement units.

At this point in time Siemens are suggesting they may be able to supply us some new units by the middle of next week ((10th August?). We are in constant discussions with Siemens and will endeavour to get the new units delivered as soon as possible.

In the meantime, we will be switching off any pedestrian crossing with failed units in the interest of pedestrian safety.

Regards

Neil

Neil Robertson  
Road Network Engineer  
Shetland Islands Council  
Roads Service  
Gremista  
Lerwick  
Shetland ZE1 0PX  
Tel: 01595744875  
e-mail : [neil.robertson@shetland.gov.uk](mailto:neil.robertson@shetland.gov.uk)<[mailto:neil.robertson@shetland.gov.uk](mailto:mailto:neil.robertson@shetland.gov.uk)>

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

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

Dear Mrs Sandison

### **Road Names and Signs**

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

The place names on these signs will be amended to “Kantersted” and “Andrewston,” as requested, when they next require to be replaced. Please note that “Andrewstown” is the name given on Ordnance Survey maps and plans so strictly speaking is the name that should be used on traffic signs. However, there is very little difference between the two so in this case we will change the “town” to “ton.”

Should your Council have any further queries regarding these matters please contact Neil Hutcheson at the above address.

Yours faithfully

Executive Manager, Roads  
[HL06281601]

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

Date: 31 August 2016

Dear Councillors and Community Councils,

The 2016 Shetland Environmental Awards have been launched. Please find attached a poster for the awards, as well as a copy of the rules.

Now in its 28th year, the Shetland Environmental Awards recognise projects which have contributed to Shetland's rich and diverse environment whilst demonstrating sustainability, innovation and best practice. Whilst there are no specific categories, nominations may come from projects associated with recycling & waste management, the built environment, habitat creation & land stewardship, prevention of litter & pollution, heritage & culture and environmental improvement & awareness.

Projects must be complete and fully operational at time of application and can also be from projects which have been operational for several years. The Trust would encourage those who have undertaken suitable environmental projects - including private business, community groups, schools, youth projects, individuals or larger organisations - to apply.

If you know of anyone in your community who has completed an eligible project in the last year, please forward this e-mail and encourage them to submit an application. Alternatively, with their permission, you can submit the project on their behalf.

The Trust is encouraging electronic applications, either through the website: [www.shetlandamenity.org/shetland-environmental-awards](http://www.shetlandamenity.org/shetland-environmental-awards) or e-mailing [info@shetlandamenity.org](mailto:info@shetlandamenity.org) to request an electronic application pack. However, if this is not possible, paper application forms can be printed from the website or requested from the Shetland Amenity Trust offices, Garthspool, Lerwick; call 01595 694688.

If you have a Facebook Page, we would be grateful if you could share a post regarding the awards, which can be found on both the Shetland Amenity Trust and Dunna Chuck Bruck Pages: [www.facebook.com/shetlandamenitytrust](http://www.facebook.com/shetlandamenitytrust); [www.facebook.com/Dunnachuckbruck](http://www.facebook.com/Dunnachuckbruck).

The closing date for award applications is 12 noon, Friday 16<sup>th</sup> September with the awards presented at a ceremony in the Shetland Museum and Archives in November.

With your help, we hope this year's awards will again recognise and promote those involved in local projects and the invaluable work they have undertaken for Shetland's unique and wonderful environment.

If you would like any further information please let me know.

Best regards,

**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](http://www.facebook.com/Dunnachuckbruck)



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

# Shetland Environmental Awards 2016

## Nominations now open

heritage  
Shetland  
culture



Sands o' Breckon. Enhanced access to this beach was part of the reason why Yell Community Council was a Shetland Environmental Award winner in 2015

Nominations invited for projects that demonstrate sustainability, innovation and best practice in the conservation and enhancement of Shetland's environment.

All applications welcome.

To apply go to - [www.shetlandamenity.org/shetland-environmental-awards](http://www.shetlandamenity.org/shetland-environmental-awards)

For further information contact Shetland Amenity Trust, Garthspool, Lerwick, Shetland  
E-mail: [info@shetlandamenity.org](mailto:info@shetlandamenity.org) - Tel: 01595 694688

### CLOSING DATE - 12 NOON FRIDAY 16<sup>TH</sup> SEPTEMBER 2016

Shetland Amenity Trust is part-funded by the



Shetland Charitable Trust



giving nature a home



Scottish Natural Heritage  
All of nature for all of Scotland

SHETLAND  
CIVIC  
SOCIETY

# Shetland Environmental Awards 2016

heritage  
Shetland  
culture

## Rules & Criteria

1. The prize is entitled the Shetland Environment Award
2. The judging panel will be the Shetland Environmental Group
3. The Awards are open to individuals, businesses, schools, community groups, public agencies, youth groups, community councils, landowners, crofters and statutory organisations, and any other organisation which has played a significant role in improving the environment of Shetland
4. All applications must be for Shetland based projects
5. The awards aim to acknowledge projects which demonstrate sustainability, innovation and best practice in the conservation and enhancement of Shetland's environment, including, but not restricted to: recycling & waste management; built heritage; biodiversity; habitat creation & land stewardship; heritage & culture; prevention of litter & pollution and environmental improvement & awareness
6. All applications for consideration must be submitted on the approved application form
7. Anyone is free to nominate, including members of the judging panel. However, members must declare an interest if appropriate
8. Unless the project is self nominated, please ensure the nominee is aware of your application and in agreement with it
9. In the event of a split decision, the Chairman of Shetland Environment Group will hold the casting vote
10. The decision of the judging panel is final. All applicants will be notified of the decision in writing
11. The award winners will be requested to attend the Award Ceremony at the Shetland Museum and Archives in November

Shetland Amenity Trust, Garthspool, Lerwick, Shetland. Tel 01595 694688  
Electronic application is encouraged -  
[www.shetlandamenity.org/shetland-environmental-awards](http://www.shetlandamenity.org/shetland-environmental-awards)

**CLOSING DATE - 12 NOON FRIDAY 16<sup>th</sup> SEPTEMBER 2016**

Shetland Amenity  
Trust is part-funded  
by the



Shetland  
Charitable Trust



giving  
nature  
a home



Scottish Natural Heritage  
All of nature for all of Scotland

SHETLAND  
CIVIC  
SOCIETY

**From:** [Thomas.Carson@oscr.org.uk](mailto:Thomas.Carson@oscr.org.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Shetland Charitable Trust, SC027025  
**Date:** 26 July 2016 15:58:06  
**Attachments:** [image001.jpg](#)  
[Inquiry Policy - Have a concern factsheet.pdf](#)  
[OSCR Inquiry Policy.pdf](#)

---

Our Ref: **MI/INQ/16-0199**

Dear Ms. Sandison, Clerk to Lerwick Community Council

**Shetland Charitable Trust, SC027025**

I acknowledge receipt of your email dated 15 June 2016 and your letter dated 15 June 2016 which was received on 16 June 2016. Sincerest apologies for the delay in response to you.

Please find attached a copy of our Inquiry Policy which explains how we deal with the issues that are raised with us.

We will contact you again once we have considered the content of your correspondence.

Yours sincerely

Thomas Carson

Thomas Carson | Compliance & Investigations Team | Tel: 01382 346863 | [thomas.carson@oscr.org.uk](mailto:thomas.carson@oscr.org.uk) |

Scottish Charity Regulator (OSCR) 2nd Floor, Quadrant House, 9 Riverside Drive, Dundee, DD1 4NY | [www.oscr.org.uk](http://www.oscr.org.uk) | *Charities you can trust and that provide public benefit*



[Sign up to OSCR Reporter](#) and follow us on Twitter [@ScotCharityReg](https://twitter.com/ScotCharityReg)

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## Inquiry Policy

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Grey	Light Grey	Orange	Light Grey	Light Grey
Purple	Light Grey	Light Grey	Light Grey	Light Grey
Light Grey	Light Grey	Light Grey	Dark Blue	Light Grey
Yellow-Green	Light Grey	Light Grey	Teal	Light Grey
Light Grey	Pink	Light Grey	Light Grey	Cyan

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## **Inquiry Policy**

Charities are independent organisations run by charity trustees. They play an important role in our society, and many of us are involved with them either as charity trustees, as volunteers, through using the services they provide, or as donors. Occasionally, people will have concerns about some aspect of a charity and will need to know where to take their concerns.

This policy sets out how we will respond to concerns about charities. Factsheets supporting this policy and providing more detailed information and guidance can be viewed at [www.oscr.org.uk](http://www.oscr.org.uk)

## **The role of the Scottish Charity Regulator**

We are the independent registrar and regulator of charities in Scotland. We were established to decide who can be a charity and to keep a Register of charities.

One of our roles is to encourage, facilitate and monitor compliance by charities with the requirements of the Charities and Trustee Investment (Scotland) Act 2005 ('the 2005 Act').

We have a duty to identify and investigate wrongdoing. This policy explains that duty and how we carry it out in practice. This policy explains:

- What we can and cannot deal with
- How we will deal with concerns about charities
- What to expect if your charity is the subject of an inquiry
- How we decide on the outcome.

All of our powers are provided in the 2005 Act.

We act in the interest of the wider public and not on behalf of any individual member of the public or group.

We operate in accordance with our values which include acting independently, fairly and proportionately, and targeting our action where it is needed [Corporate Plan & Values](#).

## **What concerns we can and cannot deal with**

We can only deal with concerns that relate to charity law. For example:

- A risk of significant damage to a charity, its assets or beneficiaries
- Where charity trustees have breached their duties
- Serious or sustained misconduct by those in management and control of a charity
- Where a charity does not meet the legal requirement to be a charity (the legal requirement includes having charitable purposes and providing public benefit)
- Where a body may be representing itself as being a charity in Scotland when it is not.

We usually cannot deal with the following:

- Matters that do not relate to charity law. For example, contractual employment issues
- Criminal activity. For example, theft or embezzlement – these are matters for the police. However, we do want to know about any actions the charity trustees have taken to address such matters
- Disputes between charity trustees – these should be worked out internally or with professional support. For example, through a mediator
- Overruling a decision taken by the charity trustees that is valid and within their powers to make.



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## How we deal with concerns about charities

We will acknowledge your concerns as quickly as possible and certainly within 15 working days, where contact details have been supplied to us.

We assess concerns to establish:

- Whether we have the legal power to act.
- Whether there is risk:
  - to the charity's assets (including reputation) and/or its beneficiaries
  - of charitable status being abused
  - to the charity sector.
- Whether the concern should be dealt with by another regulator, inspectorate or public body
- The level of action required by us as the Regulator of Scottish charities.

We may carry out background inquiries to make sure that any information provided to us is correct and credible. This may include making contact with the charity.

We will not act on unsubstantiated allegations, rumour or opinion. To do so would be unfair to the charity, its activities and beneficiaries. Where we have reasonable grounds to believe there may be criminal activity, we will work with Police Scotland.

We will prioritise our actions to ensure that our resources are used to best effect.

## What to expect if you raise your concerns about a charity with us

We aim to conclude our inquiries as quickly as possible and generally within six months. However, some inquiries may be complex and require input from many sources, or require Court action. Our target is therefore to conclude 75% of cases within nine months.

The charity will not be told who has raised the concern without that person's permission. However, there may be legal circumstances where we have to do so. For example, if we are required to do so by a Court. Additionally, the identity of the person raising the concern may be obvious to the charity because of the type of issues raised.

We will advise you within six to eight weeks if there are regulatory matters that we are taking forward with the charity. It is for us as the Regulator to decide what is in the public interest to pursue; we do not act on behalf of individuals or organisations that bring concerns to us. Also, we do not comment or give updates on inquiries while they are ongoing, as this could prejudice the charity or our work.

When our inquiries are complete, we will write to let you know the outcome in general terms. We will not usually provide you with detailed findings on each and every issue. You will not have a right of appeal under charity law about our decision.

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## **What to expect if your charity is the subject of an inquiry**

We aim to encourage charities to comply with charity law and to support them by giving guidance and making recommendations or signposting them to other sources of help. However, we will take regulatory action where we identify a need to do so.

We will generally contact the charity once it has been established that there are grounds to conduct an inquiry. However, there may be exceptional circumstances where this is not appropriate.

Contacting your charity does not imply that we agree with the concerns raised or infer any wrongdoing on the part of the charity. We will explain to you what the concerns are and will ask for information in order to give us a better understanding of how your charity operates generally, and of the particular issues raised with us.

Initially, we will contact your charity's Principal Contact. Where we have been advised that a solicitor has been instructed to act for the charity, we will direct our correspondence to them. However, there may be occasions where we need to contact charity trustees directly, and when this happens we will copy the solicitor acting for your charity into our correspondence.

We will not disclose the identity of those who have raised concerns with us unless we have been given permission to do so or are required to do so by a Court. This is because it is important that concerns about charities can be raised with us in confidence.

In the course of our inquiries we may ask for information from any charity trustee or person connected with your charity. This may include face to face meetings.

We will take all reasonable steps to minimise disruption to the work and reputation of your charity as well as staff, volunteers and trustees, during our inquiries. However, there may be instances when we have to use our [formal powers](#) during an inquiry and this may impact on the day to day running of the charity.

## **Providing information to the Regulator**

In the course of our inquiries, we may collect information from the person who originally raised the concern, as well as the charity that is the subject of our inquiry and other relevant third parties. It is an offence for anyone to knowingly provide false information to us – to do so may result in a fine or imprisonment on conviction.

Where information is requested from a person to assist us with our inquiries, we expect the request to be dealt with in line with the timescale we set out.

Charity law also provides us with the power to formally obtain any information from any person or organisation which is considered necessary for the purposes of our inquiries. Failure to comply with such a request is an offence and may result in a fine or imprisonment on conviction.

## **How we decide on the outcome of an inquiry**

In making a decision, we will weigh up all the information we have obtained during our inquiry, and consider any ongoing risk to the charity including its assets and beneficiaries. We consider whether any actions the charity trustees took may have been misguided or deliberate, any corrective action already taken, and the intentions of the charity's trustees going forward. We will decide whether we need to take any action in terms of using our formal powers, or whether it is more appropriate for us to provide support to the charity's trustees in the form of recommendations for improvement which we may follow up.



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It is never our intention for our inquiry to result in the closure of a charity but in some situations, this may happen for other reasons – for example, if the charity is in financial difficulty.

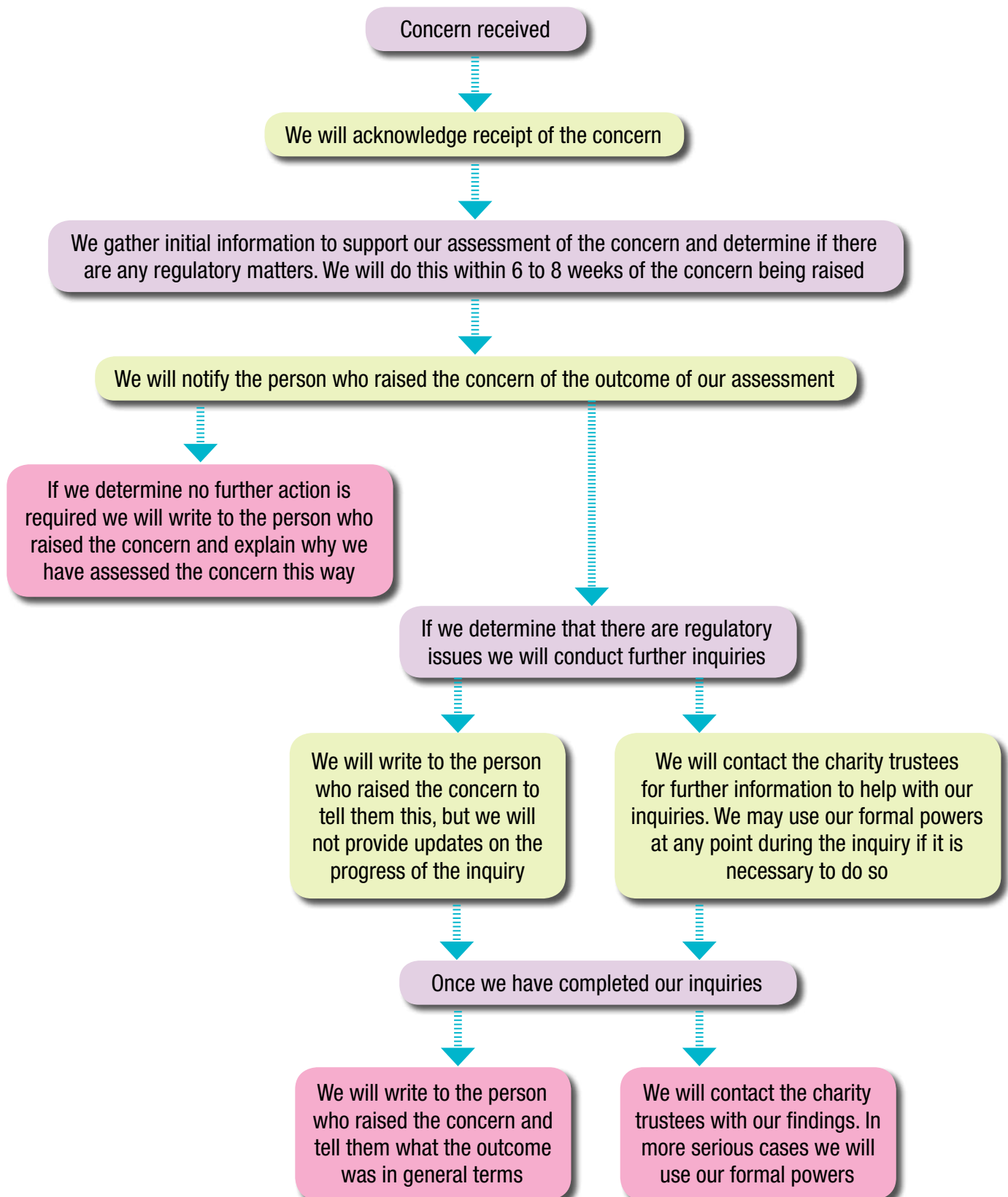
There may be cases where we decide that it is not proportionate or necessary for us to take a matter forward with a charity. In such cases, we will keep the information on record and may refer to it in future if another concern about the same charity is received.

In some inquiry cases, where we use our formal powers, or where there is a high level of public interest, we will publish an inquiry report on our website explaining what has happened and our actions. Charity law requires us to publish such a report where we use certain formal powers and allows us to publish reports in other situations where we consider it appropriate.

At the conclusion of an inquiry, those who raised the concerns have no right of appeal against our decision. This is because we act in the public interest and not on behalf of individuals or organisations in taking forward concerns. However, where we have used our formal powers, a charity, individual trustee or a body representing itself as a charity has the right of review and ultimately an appeal under charity law.

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## How we deal with concerns – follow the flowchart



Hi Marie,

William Spence at Environmental service passed this letter on to me to respond to.

With the tightening of our resources we currently do not have spare capacity to empty additional bins around the loch. I think that having bins located at Tesco roundabout end, Clickimin Centre end and Westerloch end of the path is adequate. We currently empty these bins. The Staney Hill path could be considered once the build is complete but feel that the current provision is adequate.

Regards

Magnus

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

Tel 01595 744047  
E-mail [magnus.malcolmson@shetland.gov.uk](mailto:magnus.malcolmson@shetland.gov.uk)  
Web [www.shetland.gov.uk/sport](http://www.shetland.gov.uk/sport)

**From:** [Jim Anderson - Chairman LCC](#)  
**To:** [Clerk to Lerwick Community Council](#)  
**Subject:** FW: 2016/003PPF  
**Date:** 02 August 2016 23:01:44

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See below.

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**From:** Jim Anderson - Chairman LCC [mailto:chair@lerwickcc.org.uk]  
**Sent:** 02 August 2016 23:01  
**To:** 'michael stewart'; 'Janet.BarclaySmith@shetland.gov.uk'  
**Subject:** RE: 2016/003PPF

Thanks for your email.

I'll refer you to my previous email; any/all decisions taken by LCC are done so democratically and as such I'll ensure your correspondence is on the agenda of our next meeting, Mon 5<sup>th</sup> September, for discussion.

Regards

Jim

---

**From:** michael stewart [mailto:michael-stewart@live.co.uk]  
**Sent:** 26 July 2016 10:43  
**To:** Jim Anderson - Chairman LCC; [Janet.BarclaySmith@shetland.gov.uk](#)  
**Subject:** RE: 2016/003PPF

Hi Jim

In light of the recent letter from Colin Gear at Roads to planning would it be possible for the LCC to withdraw some, if not all of their objections to my proposal at the North Ness?

The roadway belonging to myself is called Mitchell's Walk.

The building to be erected on the first permission shall be named Gate Hus.

The Malakoff has no legal right to use the land either for parking or visitor turning. I shall erect signage to clarify the situation regarding access over Mitchell's Walk.

Regards

Michael

---

**From:** [chair@lerwickcc.org.uk](mailto:chair@lerwickcc.org.uk)  
**To:** [michael-stewart@live.co.uk](mailto:michael-stewart@live.co.uk)  
**CC:** [janet.barclaysmith@shetland.gov.uk](mailto:janet.barclaysmith@shetland.gov.uk); [averil.simpson@gmail.com](mailto:averil.simpson@gmail.com)  
**Subject:** RE: 2016/003PPF  
**Date:** Wed, 13 Jul 2016 23:04:16 +0100

Sorry for delay in replying, I've only just noticed your email in a junk folder.

I wasn't present at the June meeting of LCC, so cannot comment as such on any discussion, other than drawing your attention to a copy of the minute from the meeting which I've attached for your information.

Any decision taken at the Lerwick Community Council is subject to robust debate and must come from a quorate meeting.

I can certainly assure you I have no personal agenda against you or development in general; in fact I usually welcome any/all development purely on the basis that it shows confidence in the local economy and will hopefully attract further investment, etc.

Many thanks for your email and I hope that the facts above offer some assurance to you. If you wish to further discuss the decision making of the Lerwick Community Council please feel free to contact me.

Kind regards

Jim

---

**From:** michael stewart [<mailto:michael-stewart@live.co.uk>]  
**Sent:** 16 June 2016 09:25  
**To:** [chair@lerwickcc.org.uk](mailto:chair@lerwickcc.org.uk)  
**Cc:** [Janet.BarclaySmith@shetland.gov.uk](mailto:Janet.BarclaySmith@shetland.gov.uk)  
**Subject:** 2016/003PPF

Hi Jim

I note your concerns regarding my proposed private garage at the North Ness.

You seem to be vehemently against this proposal, finding a whole plethora of issues in such a small project.

Is there a reason why the same concerns were not raised for 2014/003/PPF which is a workshop/store in the same area.

I would have thought that a certain degree of consistency in your objections would give you more credibility.

At one previous meeting I believe Cllr Wills supported me for regenerating the derelict area at Brentham Court but now I feel the Community Council is going out of its way to hamper me.

Can you assure me there is no personal agenda against me in this matter when there are no other objectors.

Regards.

Michael

**From:** [jill.garrick@shetland.gov.uk](mailto:jill.garrick@shetland.gov.uk)  
**To:** [CommunityCouncilClerks@shetland.gov.uk](mailto:CommunityCouncilClerks@shetland.gov.uk); [a.robertson@garrick.co.uk](mailto:a.robertson@garrick.co.uk); [admin@p-j-p.co.uk](mailto:admin@p-j-p.co.uk); [admin@peterbardell.co.uk](mailto:admin@peterbardell.co.uk); [adrian@rg-architects.com](mailto:adrian@rg-architects.com); [alan@alanmckayarchitect.co.uk](mailto:alan@alanmckayarchitect.co.uk); [Building.Control.Staff.Infrastructure.Services@shetland.gov.uk](mailto:Building.Control.Staff.Infrastructure.Services@shetland.gov.uk); [Development.Management.Staff.Infrastructure.Services@shetland.gov.uk](mailto:Development.Management.Staff.Infrastructure.Services@shetland.gov.uk); [AllDevelopmentPlansandHeritageStaff-DevelopmentServices@shetland.gov.uk](mailto:AllDevelopmentPlansandHeritageStaff-DevelopmentServices@shetland.gov.uk); [annemarie@tjjoinery.co.uk](mailto:annemarie@tjjoinery.co.uk); [anngarrick@tiscali.co.uk](mailto:anngarrick@tiscali.co.uk); [asandison@arch-henderson.co.uk](mailto:asandison@arch-henderson.co.uk); [malcolm.bell@shetland.gov.uk](mailto:malcolm.bell@shetland.gov.uk); [bobby@ehbuildingcontractors.com](mailto:bobby@ehbuildingcontractors.com); [bryan@hjaliland.org](mailto:bryan@hjaliland.org); [mark.burgess@shetland.gov.uk](mailto:mark.burgess@shetland.gov.uk); [peter.campbell@shetland.gov.uk](mailto:peter.campbell@shetland.gov.uk); [clint@ditt-shetland.co.uk](mailto:clint@ditt-shetland.co.uk); [colin.amot@shetland.gov.uk](mailto:colin.amot@shetland.gov.uk); [alastair.cooper@shetland.gov.uk](mailto:alastair.cooper@shetland.gov.uk); [steven.coutts@shetland.gov.uk](mailto:steven.coutts@shetland.gov.uk); [crheunson@hotmail.co.uk](mailto:crheunson@hotmail.co.uk); [lerwick@davidadamson.co.uk](mailto:lerwick@davidadamson.co.uk); [david@scd-limited.co.uk](mailto:david@scd-limited.co.uk); [dennis@burradale.co.uk](mailto:dennis@burradale.co.uk); [enquiries@qbdesignservices.co.uk](mailto:enquiries@qbdesignservices.co.uk); [enquiries@irvinecontractors.co.uk](mailto:enquiries@irvinecontractors.co.uk); [enquiries@scd-limited.co.uk](mailto:enquiries@scd-limited.co.uk); [ewen.balfour@btconnect.com](mailto:ewen.balfour@btconnect.com); [ewen.tait@yahoo.co.uk](mailto:ewen.tait@yahoo.co.uk); [billy.fox@shetland.gov.uk](mailto:billy.fox@shetland.gov.uk); [fvalente@arch-henderson.co.uk](mailto:fvalente@arch-henderson.co.uk); [George.Anderson@mottmac.com](mailto:George.Anderson@mottmac.com); [gillian.scs@tiscali.co.uk](mailto:gillian.scs@tiscali.co.uk); [nrj.grant@shetland.gov.uk](mailto:nrj.grant@shetland.gov.uk); [jain@redmansutherland.co.uk](mailto:jain@redmansutherland.co.uk); [ian@hunter-morrison.co.uk](mailto:ian@hunter-morrison.co.uk); [info@redmansutherland.co.uk](mailto:info@redmansutherland.co.uk); [jim.nisbet@btconnect.com](mailto:jim.nisbet@btconnect.com); [jimmy@shetlandamenity.org](mailto:jimmy@shetlandamenity.org); [lerwick@mottmac.com](mailto:lerwick@mottmac.com); [leslie@irvinecontractors.co.uk](mailto:leslie@irvinecontractors.co.uk); [mail@jainskinner.co.uk](mailto:mail@jainskinner.co.uk); [andrea.manson@shetland.gov.uk](mailto:andrea.manson@shetland.gov.uk); [jain.McDiarmid@shetland.gov.uk](mailto:jain.McDiarmid@shetland.gov.uk); [michael@vegatex.plus.com](mailto:michael@vegatex.plus.com); [Neil@Lerwick-Harbour.co.uk](mailto:Neil@Lerwick-Harbour.co.uk); [office@hunter-morrison.co.uk](mailto:office@hunter-morrison.co.uk); [paul207@btinternet.com](mailto:paul207@btinternet.com); [peter@mucklehus.co.uk](mailto:peter@mucklehus.co.uk); [drew.ratter@shetland.gov.uk](mailto:drew.ratter@shetland.gov.uk); [rob\\_read@btconnect.com](mailto:rob_read@btconnect.com); [robert@tjjoinery.co.uk](mailto:robert@tjjoinery.co.uk); [frank.robertson@shetland.gov.uk](mailto:frank.robertson@shetland.gov.uk); [gary.robinson@shetland.gov.uk](mailto:gary.robinson@shetland.gov.uk); [ronnie@rjamieson.co.uk](mailto:ronnie@rjamieson.co.uk); [davie.sandison@shetland.gov.uk](mailto:davie.sandison@shetland.gov.uk); [sarah.kerr10@btopenworld.com](mailto:sarah.kerr10@btopenworld.com); [theo.smith@shetland.gov.uk](mailto:theo.smith@shetland.gov.uk); [michael.stout@shetland.gov.uk](mailto:michael.stout@shetland.gov.uk); [stuart@michaelthomson.co.uk](mailto:stuart@michaelthomson.co.uk); [tullochdev@btconnect.com](mailto:tullochdev@btconnect.com); [amanda.westlake@shetland.gov.uk](mailto:amanda.westlake@shetland.gov.uk); [lauren.devonald@shetland.gov.uk](mailto:lauren.devonald@shetland.gov.uk); [neil.clubb@shetland.gov.uk](mailto:neil.clubb@shetland.gov.uk); [paul@hjaliland.org](mailto:paul@hjaliland.org)

**Subject:** FW: Changes to pre-application service  
**Date:** 27 July 2016 16:40:24

---

Dear All,

I have mentioned at several Developers' Meetings that we are reviewing the free planning advice we give at a pre-application stage. We have always felt that early engagement speeds up the application process, and leads to better development. At the same time, we are tasked with improving performance whilst dealing with significant budget cuts. We are therefore continuously reviewing the way we work.

One area we have looked at is pre-application advice. We record all pre-applications, and last year the number was around 250. There are two types of pre-application – the “Do I need planning permission?” type, and what could basically be called the “Will I get Planning Permission?” version. Of these, the vast majority are the former. As stated, the discussions on the merits of a proposal are definitely appreciated by developers although one area of concern from developers is the time it takes to get a response.

However, the “Do I need planning permission?” type is very time consuming, particularly when a developer fails to agree with our informal opinion. Even though compliance with planning control is an obligation placed on the developer, for many years Shetland Islands Council has provided a free service to prospective developers and their agents, assessing informally whether a proposal needs planning permission. This is despite the fact that there is a formal application process for a Certificate of Lawfulness.

Unfortunately, we can no longer continue to provide this service.

It should also be noted that it is debatable whether a letter provided by officers of the Council under the informal process would stand up to a legal challenge.

Further information on the need for planning permission can be found at <http://www.gov.scot/Topics/Built-Environment/planning/Development-Management/Permitted-Development>. If you want Shetland Islands Council to tell you whether the use of buildings or other land would be lawful or whether any proposed works would be lawful, you may apply to the Council for a certificate of lawfulness of proposed use or development.

Whether an existing or proposed use or development is lawful is a matter of fact and the relevant legal provisions. The Council does not consider the planning merits of either an application for a certificate of lawfulness of proposed use or development, or a certificate of lawfulness of existing use or development. The onus is on the applicant to provide the evidence needed to support the application in both cases. Applications can be made online via ePlanning.scot at: <https://www.eplanning.scot/ePlanningClient/>, where there are also paper application forms and guidance notes available.

Further information can be found at:

<http://www.gov.scot/Topics/Built-Environment/planning/Appeals/whatwedo/planningandrelatedappeals/clud>

If you have any queries, please do not hesitate to get in touch.

Rgds

iaim

**Iain McDiarmid**  
MA (Hons) DipTP MRTPI  
Executive Manager - Planning  
Shetland Islands Council  
8 North Ness  
Lerwick  
ZE1 0LT  
01595 744813





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/ /G/Y8  
Your Ref:

Date: 1 August 2016

Dear Mrs Sandison,

## Hillhead Railings

Thank you for your letter of 9 July 2016 regarding the above matter.

The "Service Need Case" or gateway for the replacement of the Hillhead railings has been submitted for consideration. Unfortunately, the capital budgets are fully allocated for the next five years so these works are programmed for financial year 2021/22. This is when funding will next be available for new projects currently being added to the Council's "5 Year Asset Investment Plan."

I will contact you again when the funding allocations have been made and a decision has been taken as to whether the proposed railing replacement is to proceed as requested.

Should your Council have any further queries regarding these matters please contact Neil Hutcheson at the above address.

Yours faithfully

Executive Manager, Roads

# Lerwick Boating Club

12a, Commercial Street,  
LERWICK,  
Shetland, ZE1 0AN.

Website: [www.lerwickboatingclub.co.uk](http://www.lerwickboatingclub.co.uk)

Telephone: 01595 692407

VAT Reg No.: 267 1336 56

Email: [info@lerwickboatingclub.co.uk](mailto:info@lerwickboatingclub.co.uk)



12 July 2016

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

Dear Sirs,

## Lerwick Community Council Grant Award for New Crane

On behalf of the committee and members of Lerwick Boating Club, I write to thank you for the grant award towards the purchase of a new crane for the club.

We can confirm that the grant of £2000 has been received into our bank account.

The crane has now been installed and working well. We look forward to many years of use from the crane, which is an enormous asset to the club.

Once again, many thanks for the support received from the Community Council

Yours sincerely,

A handwritten signature in black ink, appearing to read 'John Manson', with a long horizontal flourish extending to the right.

**John Manson**  
Commodore

**From:** [Connell, Neil](#)  
**To:** ["Clerk to Lerwick Community Council"](#)  
**Subject:** RE: Tesco Car Park Flooding  
**Date:** 23 July 2016 11:50:31

---

Marie after checking the area of concern with our maintenance team as mentioned previously due to it not being on a footpath or an area where vehicles can stop and alight no action will be taken at this time. If however the situation changes in terms of it affect an area where the public would be affected then we would review.

At the moment it is difficult to assess due to it being dry.

On another point relating to the car park we will be renewing the junction point white lines as soon as the relevant materials arrive, this will include putting give way lines at one of the areas that does not currently have it to ease any concerns about this area that was raised previously.

Regards

Neil

-----Original Message-----

From: Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]  
Sent: 16 July 2016 13:26  
To: Connell, Neil  
Subject: RE: Tesco Car Park Flooding

Neil, thanks for your reply. I'll include in our September agenda.

Any further updates before 30th August, would be very welcome.

Regards,  
Marie

-----Original Message-----

From: Connell, Neil [<mailto:Neil.Connell@uk.tesco.com>]  
Sent: 13 July 2016 21:53  
To: Clerk to Lerwick Community Council  
Subject: RE: Tesco Car Park Flooding

Marie thanks for your letter, the issue raised by the community council is not something I have looked into as it has never been brought to our attention by any of our customers.

I am aware that a puddle can form after excessive periods of rain but in an area that is not for pedestrians or for alighting from any vehicles.

Please be assured that I will pass onto our maintenance team for investigation to establish the best solution, if a Health & Safety issue is identified it will of course be prioritised.

Regards

Neil

Sent from my Windows Phone

---

From: Clerk to Lerwick Community Council <<mailto:clerk@lerwickcc.org.uk>>  
Sent: 13/07/2016 20:52  
To: Connell, Neil <<mailto:Neil.Connell@uk.tesco.com>>  
Subject: Tesco Car Park Flooding

Dear Neil,

Please find attached letter, for your attention.

Regards,  
Marie



Lerwick Community Council  
1 Stouts Court  
Lerwick  
Shetland  
ZE1 0AN

7<sup>th</sup> July 2016

Dear Sir/Madam

### **CRUK Relay For Life Shetland 2016**

I would like to thank you for your contribution towards this year's Relay For Life - Shetland. We were very lucky with the weather, particularly during the Gala day. At the end of the Relay we had raised an amazing £127,130.56; this figure has ensured that Shetland has raised over £1 million pounds for CRUK since the first Shetland Relay in 2006.

I would like to thank you for supporting the Relay by colouring the Clickimin Broch purple. We cannot hold such a fantastic event without the commitment and generosity of local businesses and individuals from our community. Our Relay is well known by other UK Relays due to the high success of the event, given the population.

We plan to hold our Thank You night on the 7<sup>th</sup> of September, where we will announce the final figure raised. Like the Relay night itself, Olive is keeping this figure a secret from the rest of the committee. We are all looking forward to hearing the final total for Relay For Life Shetland 2016.

Thank you again for your invaluable help.

**Martin Henderson – Event Chair, Relay For Life Shetland 2016**

23 Braefield, Lerwick, Shetland ZE1 0SS

[shetlandrelaychair@yahoo.co.uk](mailto:shetlandrelaychair@yahoo.co.uk)

07789740137

Patron Her Majesty The Queen  
Presidents HRH The Duke of Gloucester KG GCVO and HRH Princess Alexandra, the Hon. Lady Ogilvy KG GCVO  
Chief Executive Dr Harpal S. Kumar  
Registered Charity in England and Wales (1089464), Scotland (SC041666) and the Isle of Man (1103)  
Registered Company limited by guarantee in England and Wales (4325234) and registered in the Isle of Man (5713F)  
Registered Address Angel Building, 407 St John Street, London EC1V 4AD

**From:** [Shetland Relay](#)  
**To:** [admin@injurysketland.co.uk](mailto:admin@injurysketland.co.uk); [infodesk@jbautoparts.co.uk](mailto:infodesk@jbautoparts.co.uk); [placeyourorder@jwgray.co.uk](mailto:placeyourorder@jwgray.co.uk);  
[kelly2001@hotmail.co.uk](mailto:kelly2001@hotmail.co.uk); [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk); [info@lerwick-harbour.co.uk](mailto:info@lerwick-harbour.co.uk);  
[kerry.eunson@shetlandarts.org](mailto:kerry.eunson@shetlandarts.org); [info@millgaetmedia.com](mailto:info@millgaetmedia.com); [info@nortechmarine.co.uk](mailto:info@nortechmarine.co.uk)  
**Subject:** Relay Thank You Invitation  
**Date:** 19 August 2016 12:57:55

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## **RELAY FOR LIFE THANK YOU NIGHT**

The Relay For Life Committee are holding a thank you evening in the Masonic Lounge Bar, on Wednesday 7th September 2016, from 7-9pm.

The evening will consist of the following:

Welcome drinks & nibbles

Speeches

Alan Slater Memorial Trophy - Team Award 2016

Announcement - Grand Total

We would like to invite a representative from your company to attend the evening. If you wish to attend please respond to this email by 2nd September.

Thank You  
Relay For Life Committee

**From:** [Karen MacLeod](#)  
**To:** [Clerk to Lerwick Community Council](#)  
**Subject:** Scottish Heritage Angel Awards 2016  
**Date:** 08 August 2016 10:32:40  
**Attachments:** [image001.png](#)  
[image002.png](#)

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Dear Marie

Thank you for your nomination form for the Scottish Heritage Angel Awards 2016. Shortlisting and judging takes place over the summer and the winners will be announced at a special ceremony on 18 October.

Best wishes  
Karen MacLeod  
Administration Assistant

The Scottish Civic Trust  
The Tobacco Merchants House  
42 Miller Street  
Glasgow  
G1 1DT  
0141 221 1466

*I work part-time, Monday-Friday 9:00 am to 12:30 pm*

[www.scottishcivictrust.org.uk](http://www.scottishcivictrust.org.uk)  
[www.myplaceawards.org.uk](http://www.myplaceawards.org.uk)  
[www.doorsopendays.org.uk](http://www.doorsopendays.org.uk)  
[www.scottishheritageangelawards.org.uk](http://www.scottishheritageangelawards.org.uk)



*Working together for Scotland's buildings and places*  
**The Scottish Civic Trust** is a registered Scottish charity No: SC012569.

**From:** [Scottish Rural Parliament](#)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Scottish Rural Parliament - Get Campaigning!  
**Date:** 17 August 2016 12:56:32

A powerful voice for the people of rural Scotland.



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## Rural campaigners wanted!

We are pleased to announce that we have now launched our new volunteer programme, with the aim of developing a network of grass-roots volunteers, who will campaign on rural issues, along with facilitating workshops at the Scottish Rural Parliament event in Brechin this October.

To find out more information go to <http://www.scottishruralparliament.org.uk/get-involved/>

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## Community Councils survey



Our Community Councils survey for 2016 is now online. We are looking for responses to the survey from all people, not just those who sit on a Community Council.

The survey aims to identify the views of rural communities on what the relationships between local authorities and Community Councils should be, what powers Community Councils should hold, and what the purpose of Community Councils should be.

Check out <https://www.surveymonkey.com/r/SBDF88H> for the survey itself, which will close on 31st August 2016.

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## Rural Innovators Award

We are currently seeking nominations for Rural Innovators Award 2015-16 for a number of different categories. This is your opportunity to nominate a person, organisation or project which is improving lives in rural communities.

Is there a great youth-led project you are aware of? Or has your Community Council delivered on a particular project, or used an innovative idea to consult or keep people informed? We want to hear from you! Remember these are just

some of the categories that we are looking for nominations for. A full list is available by going to <http://www.scottishruralparliament.org.uk/get-involved/ria-2015-16/>.

You can nominate by going to: <https://www.surveymonkey.com/r/55GGZ3K> , with nominations closing on 31st August 2016. It would be great to see your area represented in these awards. Good luck!



## Celebrate Rural Scotland photo competition 2016

In the run up to the Scottish Rural Parliament, Scottish Rural Action have teamed up with The Scottish Rural Network (SRN) to run the Celebrate Rural Scotland 2016 photo competition. This is your chance to showcase your photography skills of rural Scotland.

For more information, including the different photography categories, see <https://www.ruralnetwork.scot/photo-competition>.

Entries close on 5th September 2016 at noon, with the winners being announced during the Rural Parliament event in Brechin this October.

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### Join Us!

Become A Member Of Scottish Rural Action Today!

To become a member of Scottish Rural Action, the body responsible for the Scottish Rural Parliament, follow the link below:

<http://www.scottishruralparliament.org.uk/get-involved/>



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You are receiving this email as part of our Community Council list.

**Our mailing address is:**

Scottish Rural Parliament  
Moat Centre  
Rothesay, Isle of Bute, Scotland PA200EP  
United Kingdom

[Add us to your address book](#)

[unsubscribe from this list](#) [update subscription preferences](#)



**From:** [william.spence@shetland.gov.uk](mailto:william.spence@shetland.gov.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** FW: Welcome to Shetland sign  
**Date:** 30 August 2016 08:48:24  
**Attachments:** [image003.jpg](#)  
[26 July 2016 - Email from Jenna Manson.pdf](#)  
[S2010 - SIC - Land Certificate OAZ7868, new Public Toilets at Esplanade.pdf](#)

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Hi Marie

I have received this request(forwarded by LPA) for a explanatory sign for the welcome to Shetland sign at the esplanade. With the LCC having put signage up on the gable end of the building I was wondering if there would be an interest to do something similar, explaining the meaning of the welcome sign inscription on the front of the building.

Regards

*W Spence*

Executive Manager – Environmental Services

-  
Shetland Islands Council  
Environmental Services  
Infrastructure Services Department  
Gremista  
Lerwick  
Shetland  
ZE1 0PX

Tel: 01595 745163/07766421052

Fax: 01595 745175

e-mail: [william.spence@sic.shetland.gov.uk](mailto:william.spence@sic.shetland.gov.uk)

Visit

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

---

**From:** Victor Sandison [mailto:[victor@lerwick-harbour.co.uk](mailto:victor@lerwick-harbour.co.uk)]  
**Sent:** 02 August 2016 11:51  
**To:** Manson Jenna@Members Support  
**Cc:** Melanie Henderson; Spence William@Environmental Services  
**Subject:** Welcome to Shetland sign

Jenna,

**ESPLANADE PUBLIC TOILETS**  
**WELCOME TO SHETLAND SIGN**

Your email of 26 July, timed at 1348hrs, in connection with the above refers.

I can confirm that the responsibility for the Welcome to Shetland sign outside the public toilets on the Esplanade lies with the Council. A copy of the Disposition from 2010 when the site of the new toilets was transferred from LPA to SIC is attached. Point 4 in the Burdens Section on page 7

of the PDF refers.

The suggestion received from Mr. McDonald that a translation plate could perhaps be placed next to the motto on the sign would be a matter for the Council to consider.

I trust that this clarifies the position and will allow you to respond to Mr. MacDonald.

I've copied in William Spence into this reply as I understand that the Public Toilets may fall under his area of responsibility.

Kind regards,  
Victor

**Victor Sandison**  
Senior Commercial Executive

**Email Footer**



Melanie Henderson

---

**To:** Info@lerwick-harbour  
**Subject:** RE: Access

---

**From:** Info@lerwick-harbour  
**Sent:** 26 July 2016 14:09  
**To:** Melanie Henderson <melanie@lerwick-harbour.co.uk>  
**Subject:** FW: Access

---

**From:** [jenna.manson@shetland.gov.uk](mailto:jenna.manson@shetland.gov.uk) [<mailto:jenna.manson@shetland.gov.uk>] **On Behalf Of**  
[General.Office@shetland.gov.uk](mailto:General.Office@shetland.gov.uk)  
**Sent:** 26 July 2016 13:48  
**To:** Info@lerwick-harbour <[info@lerwick-harbour.co.uk](mailto:info@lerwick-harbour.co.uk)>  
**Subject:** FW: Access

Hello

Please see attached an e-mail which we received in the General Enquiry inbox. One of the queries he has raised is regarding the welcome to Shetland sign, is that something the Port Authority is responsible for? If so he has made a small suggestion in the last paragraph regarding the sign and I was wondering if someone would be able to reply to him about that?

Thank you

Jenna Manson  
Shetland Islands Council

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**From:** Dave [<mailto:dave.mcdonald@btconnect.com>]  
**Sent:** 26 July 2016 11:49  
**To:** General Enquiry Office  
**Cc:** Convener; Johnson Malcolm@Disability Shetland; 'MAL SMITH'; Robinson Gary@SIC; Editorial@shetland Times  
**Subject:** Access

*Greetings,*

*I'm recently back in Aberdeen following another very enjoyable Visit to Shetland. In the 70's, I was an Hotelier in Shetland and have visited on many occasions since.*

*As the result of a freak Sports Accident, I became a Below Knee Amputee in 2000 but following a fall a few years back, my Mobility is greatly impaired and I now use a Manual Wheelchair.*

*Wherever I go around the World, I make contact in advance with the local Disability Services to arrange for the Hire / Loan of an Electric Wheelchair for my Visit, to allow me a better level of Independence .....and to save my Good Lady having to push me around.*

*I was most surprised to learn that there was no Electric Scooter available for Hire / Loan in Shetland, from any source - Disability Shetland, the Red Cross or Occupational Therapy Department at the Hospital.... There was however, a very helpful OT - Janice Burgess - who was very supportive with her assistance, advice etc.*

*As a totally positive person, I wish to ascertain if there are any Grants available, or ways that a Fund Raising Project could be Organised, to source and purchase an appropriate Chair, for the use of Visitors to Shetland ? If this idea is adopted, a Large / XL Chair would be advisable, to facilitate all shapes and sizes of Visitors. I have discussed this with Old Friends at Shetland Rugby Club....and other Organisations.....and perhaps, through the Council Website, or an article in the - Shetland Times - this sad scenario could be highlighted and resolved ? I am willing to assist in any way.*

*I have to say that the Accessible Toilet Facilities at The Esplanade, were most satisfactory.*

*Whilst sitting outside during our Visit, I was approached by many Tourists from the Cruise Liners etc who enquired if I knew what the Shetland Logo Text said ( see attached ) .....fortunately, I knew....but another small suggestion would be to have a small Plate alongside the Crest, with a Translation of the Motto....and its origin....for all to see....?*

*I look forward to hearing your thoughts....*

*Best Wishes,*

*Dave McDonald  
President - European Golden Oldies Rugby Committee  
President - Scottish Golden Oldies Rugby Committee  
[www.europeangoldenoldiesrugby.com](http://www.europeangoldenoldiesrugby.com)  
[www.pitchero.com/clubs/scottishgoldenoldiesrugby](http://www.pitchero.com/clubs/scottishgoldenoldiesrugby)*

*Join us on Facebook*

Today the Big Lottery Fund Celebrate programme opened to applications!

This new funding programme is putting people in the lead to celebrate what matters to them in their local communities. Celebrate will fund activities that bring people together – it might be to celebrate something in their local history or a local community hero, to mark something important to their community like the Queen’s 90th Birthday, or simply to get to know their neighbours better.

Here in Scotland, groups can apply for between £500 and £5000 for projects lasting up to 12 months. We are particularly looking for applications for projects which are carrying out intergenerational activity or activity which shows communities coming together to share their diverse cultures. To be eligible they must either be a voluntary or community organisation with its own constitution and bank account, school or statutory body. There is £575,000 available across Scotland, we will award funds regularly (as and when applications are received) and will close for applications when all of the funding has been allocated.

If you would like further details of this programme there is more detail on our webpage - <https://www.biglotteryfund.org.uk/celebratescotland>, or please contact Cath Logan at [cath.logan@biglotteryfund.org.uk](mailto:cath.logan@biglotteryfund.org.uk)

## Big Lottery Fund visit

Representatives from the Big Lottery Fund will be in Shetland early September to offer advice to groups and organisations on their new and existing funding programmes. Big Lottery staff will deliver short presentations, answer questions and provide advice to any groups who might have a project in mind.

Two sessions are planned in Lerwick on **Wednesday 7th September** - one starting at 2.30pm at Islesburgh

Community Centre (Room 16) and an evening session in the Town Hall Chamber starting at 6.30pm. Each session will offer a short update on funding programmes and priorities, followed by individual appointments with anyone who would like to discuss potential projects for which they may be seeking funding.

The Big Lottery Fund has previously provided grants to a range of local groups in Shetland, including toddlers groups, sports clubs, community halls and youth groups. Some of their funding streams are also open to community councils and public sector bodies, including schools and councils.



**LOTTERY FUNDED**

Michael Duncan, External Funding Officer with Shetland Islands Council: “The Big Lottery Fund has supported many projects in Shetland in the past and their grant programmes continue to be a potential source of funds for local groups. I’d urge anyone with a project in mind to come along to hear more at the information session and make an individual appointment to discuss their ideas.”

Anyone who would like to book an individual appointment should contact Michael Duncan or Elsa Manson on 01595 743828 or 743827 or by [e-mail](#). Appointments will be made on a first-come first-served basis

**Michael Duncan**

External Funding Officer

**Shetland Islands Council**

Community Planning & Development

Solarhus

3 North Ness

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Shetland

ZE1 0LZ

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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)

Big Lottery Fund's new Community Assets programme is open today.

Between now and 2020 up to £45 million of Big Lottery Fund cash will be available through Community Assets to support community led projects to develop or build assets for their community use. Groups can apply for grants from £10,000 to £1 million and, where needed, will receive Development funding, professional technical support and advice from Community Asset mentors to turn their project ideas into reality.

Groups should be community led and have an open membership with a social purpose. The majority of people on your management committee should be from the local area.

Elements of this grants programme you may recognise its predecessor, Growing Community Assets, but it is new funding. The first step in the application process is to speak to Big Lottery Fund's Advice Team who will be able to give you an idea if the project is a potential fit for Community Assets. From this initial dialogue there may be a follow up visit and you will have more detailed discussions about your group and project plans. To contact BIG's Advice Team email [advicescotland@biglotteryfund.org.uk](mailto:advicescotland@biglotteryfund.org.uk) or call tel. 0300 123 7110.

For more information on the Community Assets programme see web link below:

<https://www.biglotteryfund.org.uk/global-content/programmes/scotland/community-assets>

### **Heritage Lottery Fund's Heritage Endowments Grants Scheme**

The Heritage Lottery Fund's new Heritage Endowments grant scheme supports heritage organisations to build an endowment, which will provide an annual income over the long term and create a lasting source of financial support.

Grants are intended to support fundraising for an endowment which will enable organisations to increase fundraising expertise among their staff, volunteers and Trustees and develop relationships with donors. The programme aims to help heritage organisations diversify their income and become more resilient, making a lasting difference for heritage and people.

Heritage Endowments grants of £250,000, £500,000 or £1 million are available to heritage organisations currently or previously funded by HLF. Grants must be matched £1:£1 by private donations raised by the applicant organisation.

In addition to the match funding element, organisations can also apply for up to 10% of the grant to help resource campaigns. For example, an organisation applying for £250,000 in match funding could apply for an additional amount of up to £25,000 to support a campaign.

Eligible projects include the following:

- Archaeological sites.
- Collections of objects, books or documents in museums, libraries or archives.
- Historic buildings.
- Natural and designed landscapes and gardens.
- Places and objects linked to industrial, maritime and transport history.
- Natural heritage including habitats, species and geology.

All funded projects should make a lasting difference for heritage, people and communities in the UK.

Applicants must initially submit a project enquiry at the HLF website before making a full application.

**The deadline for project enquiry submissions is 13 October 2016.** For more information see website below:

<https://www.hlf.org.uk/looking-funding/our-grant-programmes/heritage-endowments>

## **HLF - Resilient Heritage Programme**

The Heritage Lottery Fund (HLF) has opened new £8 million annual investment programme, Resilient Heritage, to support UK based organisations to build their capacity or achieve strategic change in order to improve the management of heritage in the long term.

Not for profit organisations and partnerships led by not for profit organisations are invited to apply for grants of between £3,000 and £250,000. As Resilient Heritage is a flexible programme it has the ability to support a wide range of activities. Examples of what can be funded include, but are not limited to, the following:

- Activities to support a group taking on new responsibility for heritage, such as working with a local authority on an asset transfer process.
- Conducting a viability appraisal or feasibility study looking at transforming the use of a historic building or other heritage asset.
- Investigating and trialling new approaches to fundraising, trading or other income generating activities.
- Conducting research into engagement with existing and potential audiences and customers, and identifying improvements that can be implemented.
- Paying for specialist support to undertake a review of governance and an audit of trustee skills, and implement changes.
- Getting advice and support from a professional to review the business and operating model, develop a new business plan for the organisation and implement the key stages.
- Exploring alternative income streams and testing new approaches, which might include improving how the organisation demonstrates its social impact in order to attract a wider range of investors.
- Identifying opportunities to reduce negative environmental impacts and make efficiency savings.
- Providing short-term staff cover to release senior personnel from some of their duties, to increase their capacity to work on activities critical to organisational development.
- Identifying and paying for training for staff, volunteers and trustees to support the organisational changes necessary.
- Providing support for networking and mentoring activity to enable the organisation to increase its reach and impact.
- Ensuring the organisation is prepared to take on a future capital project through undertaking specialist work such as condition surveys and initial planning to demonstrate long-term financial sustainability.
- Exploring options for winding down or merging with another organisation, including getting support in passing on responsibility for a heritage asset to ensure it is well managed in the long term.
- Exploring options on behalf of a group of organisations, for example, around the establishment of more formal networks or partnerships, and developing new strategic plans and approaches to looking after shared heritage.

Partnerships between heritage organisations and service providers, and umbrella organisations, can also apply for funding for activities such as training and capacity building for organisations with responsibility for managing heritage.



Applications above £100,000 will need to make a contribution of 5% towards the total project cost, made up of cash, volunteer time, non-cash contributions, or a combination of all of the above.

**There are no deadlines and applications can be submitted online at any time.** For more information see website below:

<https://www.hlf.org.uk/looking-funding/our-grant-programmes/resilient-heritage>

### **RBS Skills and Opportunities Fund**

The £2.5 million RBS Skills and Opportunities Fund was set up last year by the Royal Bank of Scotland in support of organisations that help people in disadvantaged communities develop, create or access the skills and opportunities they need to help themselves, skills that will enable them to get into work or start a business, now or in the future.

The funding is aimed at projects that will promote education, develop skills for employment and help people to start a business. No more than 25% of the project spend can be capital costs. Large capital costs are not eligible, eg buildings, land purchase, refurbishments, large items of equipment. Small items of capital equipment are allowed if they are used within the delivery of the project.

The maximum grant is £35,000 or 20% of the applicant's previous year's turnover. The upper limit of turnover is now £10 million. There is no turnover restriction for schools or colleges.

Not-for-profit organisations or an eligible state funded education body, such as a charity, social enterprise, community group, school, or college can apply.

To be eligible, applicants must:

- Be based in either the UK or Republic of Ireland.
- Be able to demonstrate experience of working in and or with disadvantaged communities.
- Be able to demonstrate experience in measuring impact of the projects.
- Have a turnover of less than £10 million or be a state funded school or college, and have been trading for at least two years.
- Be able to complete the project within 18 months of the award.

**The deadline for applications is 9 September 2016 (noon).** For more details see website below:

<http://skillsandopportunitiesfund.natwest.com/>

### **Postcode Dream Trust - Dream Fund 2017**

Charities in England, Scotland and Wales are eligible to apply for funding to deliver the project they have always dreamed of, but never had the opportunity to bring to life. All applications must come from at least two organisations that have joined forces to deliver an innovative project. The lead organisation must be a registered charity. The other partners can be charities, voluntary groups, community interest companies, universities or other not-for-profit organisations.

The funding pot for 2017 is £2.5 million. There will be two or three awards in total. Grants of between £500,000 and £1 million are available to deliver a project in 2017-2019. Funding is available for projects that meet one of the following themes:

- Early child development.

- Helping refugees in our community.
- Conserving our marine environment.
- Reconnecting with the natural world.
- Engaging people with arts, culture and heritage.

Applications must be innovative, creative and original, and present projects that are a genuine 'dream'.

**The deadline for applications is 15 September 2016 (5.30pm).** For more details see website below:

<http://www.postcodedreamtrust.org.uk/dream-fund>

### **Scottish Government's Activating Ideas Fund**

The Scottish Government is providing grants of up to £15,000 for community groups, third sector organisations and local authorities based in Scotland to develop innovative ideas into deliverable projects.

Applicants are expected to demonstrate their project has a strong track record of community participation and innovation.

The funding is for non-capital projects only.

Eligible projects must have a large emphasis on community participation and innovation.

Funding is available for projects involving the development of ideas into detailed proposals that can support delivery including non-capital expenditure such as:

- The development of feasibility studies.
- Follow-up work after a charrette or other community engagement event.
- Assistance to establish town teams.
- The provision of co-ordination support to develop and deliver community ideas.

Applicants must be able to demonstrate that their project supports one or more of the following:

- Support participation and empowerment initiatives, enabling communities to achieve their own goals through taking independent action to achieve physical change.
- Develop effective links between community planning and spatial planning processes.
- Assist in the development and implementation of town centre action plans.
- Assist in the development and implementation of local development plans.
- Aim to reduce inequality and support improvement in disadvantaged areas.

Applications which can demonstrate the following are particularly welcome:

- Led and commissioned directly by communities.
- Link locality planning and spatial planning – with an emphasis on town centres and local amenities.
- Aim to reduce inequality and support inclusive growth in disadvantaged areas.

Properly constituted community groups, third sector organisations, local authorities and anyone involved in the design, planning or delivery of regeneration projects or new development based in Scotland can apply.

**The deadline for applications is 16 September 2016 (5pm).** For more information see website below:

<https://beta.gov.scot/publications/charrette-programme-activating-ideas-fund/>

### **Volant Charitable Trust Re-opens with Focus on Scotland**

The Volant Charitable Trust was set up by J K Rowling in 2000 to administer grants to registered charities across the UK. In 2016 the Trust has narrowed its focus and now only accepts applications to its Open Grants programme from charitable organisations operating in and for the benefit of those living in Scotland. This funding programme is managed by Foundation Scotland.

Grants of up to £10,000 per annum are available for up to three years. The funding can be used for one-off projects or multi-year applications and will help with project and administrative core costs.

The funding is intended to support charitable projects with a strong focus on supporting women and children affected by hardship or disadvantage and on tackling the issues they face in order to make a lasting difference to their lives and life chances.

Projects must address one of the following three themes:

- **Women**
  - Victims of sexual abuse, rape, domestic violence and those working in the sex industry.
  - Care for young mothers and those affected by postnatal depression.
  - Isolated and lone parents.
  - Community support for black and minority ethnic women and asylum seekers.
  - Support services for women prisoners and their families.
- **Children and young people**
  - Counselling, support services and outreach projects for those who are disadvantaged or deemed to be at risk through neglect, emotional and physical abuse, alcohol or drug misuse.
- **Poverty and deprivation**
  - Mental health projects for women and children.
  - Support for vulnerable families.
  - Promotion of healthy eating for families in areas of extreme deprivation.

Registered charities, community interest companies, community organisations and social enterprises based and working in Scotland can apply. Applicants can be national or community based.

**An initial enquiry form can be submitted at any time.** For more details see website below:

<https://www.foundationscotland.org.uk/programmes/volant/>

#### **Michael Duncan**

External Funding Officer

#### **Shetland Islands Council**

Community Planning & Development

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

# LERWICK COMMUNITY COUNCIL

## Core Funding Financial Report as at 30 August 2016

<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
Sale of TH Guides		0.00
Sale of LCC Ties		0.00
		40,642.24

<u>EXPENDITURE</u>		
Office Costs	2,998.59	
Employment Costs	3,983.70	
Administration	281.42	
Accountancy	0.00	
Misc.	35.00	
Grants/Projects	7,720.12	
CDF Distrib & Projects	800.00	
LOOT for LERWICK	10,437.20	
		26,256.03
		<b>14,386.21</b>

<u>REPRESENTED BY</u>		
Bank Balance as at 30.08.16		14,386.21

### Indication of Free Funds:

Main Annual Running Costs - Amended Forecast - £15,355.62		
Amended Budget Remaining	8,122.07	
Annual Grants & Projects Amended Forecast £5,181.07		
Amended Budget Remaining	560.95	

### **Committed Funding:**

Filsket Riding Club (No longer required)	600.00	
Royal British Legion Lerwick Pipe Band	2,000.00	
Renewal of damaged office floorcoverings	490.00	
Repair of office ceiling	200.00	
		11,973.02
<b>Estimated Free Funds</b>		<b>2,413.19</b>

**From:** [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk)  
**To:** [roads.traffic@shetland.gov.uk](mailto:roads.traffic@shetland.gov.uk); [kevin.serginson@shetland.gov.uk](mailto:kevin.serginson@shetland.gov.uk); [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Planning Application 2016/267/PPF  
**Date:** 18 July 2016 13:27:42

---

Dear Sir/Madam,

<b>Planning Ref:</b> 2016/267/PPF
<b>Proposal:</b> To create community garden area and playground (part retrospective)
<b>Address:</b> Park Lane, Lerwick, Shetland, ZE1 0EJ
<b>Applicant:</b> Mr A P Sandison
<b>Date of Consultation:</b> 18 July 2016

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

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

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

Consultation replies should be sent to: [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk).

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

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

Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

Lerwick

ZE1 0LZ

**From:** [Hannah.Chapman@shetland.gov.uk](mailto:Hannah.Chapman@shetland.gov.uk) on behalf of [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk)  
**To:** [Planning.Flooding.Drainage.Coastal@shetland.gov.uk](mailto:Planning.Flooding.Drainage.Coastal@shetland.gov.uk); [roads.traffic@shetland.gov.uk](mailto:roads.traffic@shetland.gov.uk);  
[clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk); [don.eplanning@scottishwater.co.uk](mailto:don.eplanning@scottishwater.co.uk)  
**Subject:** Planning Consultation: 2016/266/PPF  
**Date:** 14 July 2016 14:47:25

---

Dear Sir/Madam,

<b>Planning Ref:</b> 2016/266/PPF
<b>Proposal:</b> Construction of workshops, stores and offices with external yard storage, car parking and container storage
<b>Address:</b> North Gremista Industrial Estate, Lerwick, Shetland, ZE1 0PX
<b>Applicant:</b> L&M Engineering (UK) Lrd
<b>Date of Consultation:</b> 14 <sup>th</sup> July 2016

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Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

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**From:** [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Planning Consultation 2016/299/PPF  
**Date:** 28 July 2016 17:15:48

---

Dear Sir/Madam,

<b>Planning Ref:</b> 2016/299/PPF
<b>Proposal:</b> Change of use from non-domestic building to a dwellinghouse
<b>Address:</b> 3 Church Road, Lerwick, Shetland, ZE1 0AE
<b>Applicant:</b> Mr Jed Westmoreland
<b>Date of Consultation:</b> 28 July 2016

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

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

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Consultation replies should be sent to: [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk).

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Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

Lerwick

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**From:** [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk)  
**To:** [Planning.Flooding.Drainage.Coastal@shetland.gov.uk](mailto:Planning.Flooding.Drainage.Coastal@shetland.gov.uk); [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Planning Consultation 2016/316/PPF  
**Date:** 02 August 2016 15:52:39

---

Dear Sir/Madam,

<b>Planning Ref:</b> 2016/316/PPF
<b>Proposal:</b> Change of use from office to residential accommodation
<b>Address:</b> 34 Market Street, Lerwick, Shetland, ZE1 0JP
<b>Applicant:</b> Mrs Inga Irvine
<b>Date of Consultation:</b> 2 August 2016

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

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

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

Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

Lerwick

ZE1 0LZ



**From:** [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk)  
**To:** [roads.traffic@shetland.gov.uk](mailto:roads.traffic@shetland.gov.uk); [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Planning Consultation 2016/329/PPF  
**Date:** 10 August 2016 11:56:01

---

Dear Sir/Madam,

<b>Planning Ref:</b> 2016/329/PPF
<b>Proposal:</b> To change use from office to pharmacy
<b>Address:</b> Kantersted Road, Lerwick, Shetland, ZE1 0RJ
<b>Applicant:</b> WHB Sutherland Ltd
<b>Date of Consultation:</b> 10 August 2016

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

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

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Consultation replies should be sent to: [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk).

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

Iain McDiarmid

Executive Manager - Planning Service

Shetland Islands Council

8 North Ness Business Park

Lerwick

ZE1 0LZ