



# LERWICK COMMUNITY COUNCIL

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

## CHAIRMAN

Mr Jim Anderson  
15 Twageos Road  
Lerwick  
Shetland ZE1 0BB

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

## CLERK

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

Tel. 01595 692447 or 07762 017828  
Email: [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)

30th May 2017

Dear Sir/Madam,

You are requested to attend a meeting of Lerwick Community Council to be held in **Solarhus**, 3 North Ness, Lerwick at **7pm** on **Monday 5 June 2017**.

The next meeting of Lerwick Community Council will be on Monday 3 July 2017.

Yours faithfully,

*Marie Sandison*

Marie Sandison  
Clerk to the Council

## LCC Members Literature in Office

None

## BUSINESS

1. Hold the circular calling the meeting as read
2. Apologies for absence
3. Approve minutes of the meeting held 1 May 2017
4. Business arising from the minutes
5. Resignation of Clerk and appointment of new Clerk
6. Police Scotland Monthly Report
7. Adoption of updated Community Council Constitution 2017 – Anne Cogle, Team Leader Administration, Governance and Law, SIC
8. Correspondence
  - 8.1 20mph Members Bill Consultation – Invitation to participate – Mark Ruskell MSP, Scottish Green Party
  - 8.2 Local Development Plan Newsletter May 2017 – Development Plans, Planning Service, SIC
  - 8.3 National Transport Strategy Review/ZetTrans Draft Main Issues Report – Peter Mogridge, Transport Policy & Project Officer, SIC
  - 8.4 Disabled Parking Spaces – John Johnson, Roads Service, Shetland Islands Council
  - 8.5 Stalls at Harrison Square – Christena Irvine, Manager BID, Living Lerwick
9. Finance
  - 9.1 Core Funding Report 29<sup>th</sup> May 2017
  - 9.2 Staney Hill Signage – Publicity & Invoice from Frank L Johnston
  - 9.3 Projects & Funding 15<sup>th</sup> May Meeting Draft Minute/PB Event and ratification of funding
10. License Variation
  - 10.1 Licensing Application for Variation of Premises License – Paparazzi Bistro, 88 Commercial Street, Lerwick ZE1 0EX
11. Planning Applications
  - 11.1 2017/130/PPF - To create a self storage facility by siting steel storage containers on an existing site, 2m high security fence, access tracks and surface water drainage system - Staney Hill Industrial Estate, Lerwick ZE1 0QY - Mr Erik Robertson
  - 11.2 2017/132/PPP - Erect dwellinghouse (Planning Permission in Principle), Wasterhus, Upper Sound, Lerwick, ZE1 0DH - Michael John Stansbury
  - 11.3 2017/149/PPF - Construction of 2 storage units, with external storage and parking areas - North Gremista Industrial Estate, Lerwick, ZE1 0PX - Gary Smith & Partners And Venture Fishing Co Ltd
  - 11.4 2016/417/PPF - To demolish existing glazed entrance link and form new entrance, central reception area and additional fitness gym, together with improvements to external access and landscaping - Clickimin Centre, North Lochside, Lerwick, ZE1 0PJ - Shetland Recreational Trust
12. Letter from Mr Peterson to Director of Children's Services - New Anderson High School Name
13. A.O.B

**MONDAY 1 MAY 2017**

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

**Members**

Mr J Anderson	Mrs A Simpson
Ms K Fraser	Mr D Ristori
Mr A Johnston	Mr P Coleman
Mr E Knight	Mr J Fraser
Mr S Hay	Mr W Spence
Mr A Wenger	Mr A Carter

**Ex-Officio Councillors**

Cllr M Bell	Cllr A Wishart
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**Co-opted Members**

Mr B Johnston

**Additional Co-opted Student Members**

Mr T Carroll

**In Attendance**

Mrs M Sandison, Clerk to the Council

**Chairman**

Mr J Anderson, Chairman to the Council presided.

05/17/01

**Circular**

The circular calling the meeting was held as read.

05/17/02

**Apologies for absence**

Apologies for absence were received from Mr A Henry, Miss Eve Thompson, Cllr C Smith and Mrs Martine Hall.

Mr Anderson informed members that Mr Alastair Henry had offered his resignation. He offered a note of thanks for Alastair's valued input since becoming a member of the community council back in November 2010. He instructed the clerk to write thanking him for his tenure.

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

05/17/03

**Minute**

The minute of the meeting on 3 April 2017 was approved by Mr B Johnston and seconded by Mr Peter Coleman.

05/17/04

**Business Arising from the Minutes**

**Minute ref 03/17/AOB – Road over the Staney Hill** Ms Fraser asked if there had been any correspondence.

The clerk was to follow-up and report back.

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

05/17/05

**Police Scotland Monthly Report and Policing 2026 Strategy Consultation**

Mr Anderson noted that no representatives were in attendance. He asked members to look over the figures and if they had any comments.

No comments were made.

The Chairman asked if anyone had any comments regarding the 2026 Consultation.

Mrs Simpson said that the summary was helpful but had no particular comment to make.

Mr Hay commented that it had not been easy to read. He mentioned the frequent contact with Police Scotland representatives and was not convinced that the document related to the community engagement that they experienced.

Mr Coleman suggested that they forward feedback regarding this.

Mr Anderson pointed out that locally they always had a good attendance and positive experience from Police Scotland. He added it was a shame they were not present to comment.

Ms Fraser commented that they could be invited to come along with other interested groups.

Mrs Simpson agreed that this could be suggested.

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

05/17/06

**Correspondence**

**6.1 Improving Parking in Scotland Consultation – Humza Yousaf MSP, Minister for Transport and the Islands (consultation paper sent separately)**

Mr Anderson and members completed the twenty five questions as part of the consultation process to be forwarded on by the clerk.

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

**6.2 Ferry Service Procurement – Policy Review, Transport Scotland**

Mr Anderson asked if anyone was keen to attend and suggested the clerk circulate to members.

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

**6.3 Pre-application Consultation – Proposed Radio Base Station, Holmsgarth, Lerwick – Jodie Kane, Planning Consultant, Gallifordtry**

No objections were noted.

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

**6.4 Community Renewable Energy Scheme – Mr Eric S Peterson, Tait & Peterson Solicitors & Notaries**

Mr Anderson pointed out that further information was requested and asked if anyone was willing to sit down with him and help move things forward.

Mr Spence asked about the situation as he was not at the last meeting and Mr Anderson explained.

Mr A Johnston commented that it might be relevant to seek the views of Scottish Water locally as they were to be reducing their electricity consumption.

Mr Anderson replied that the scheme assumed that Scottish Water were willing in principle but would form part of any consultation process going forward.

Mr A Johnston and Mr W Spence offered to meet along with Mr Anderson to put further information together for Mr Eric Peterson.

**(Action: Chairman, Mr A Johnston & Mr W Spence)**

**6.5 Proposed Lerwick History Group – Meeting Monday 8<sup>th</sup> May 7pm**

Mr Anderson advised members that the meeting was next week and asked any interested members to come along.

**6.6 ACSS Support – Michael Duncan, External Funding Officer, SIC**

Mr Anderson pointed out that Mr Duncan had informed them that Voluntary Action Shetland was to continue providing the administration support until the end of September.

**6.7 VAS Membership**

Discussion took place on the merits of paying the membership fees to Voluntary Action Shetland. Members agreed that membership would be paid for the period of six months whilst continued support was coming from the Association of Community Councils.

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

**6.8 Quote for erecting signpost at Sandy Loch/Cunningham Way – Frank L Johnston (Shetland) Ltd**

Mr Anderson informed members of the additional signpost and double-sided signage currently being made up by the council and the plans for installation.

05/17/07

**Finance**

**7.1 Core Funding Remittance – SIC Finance**

Mr Anderson welcomed confirmation that the core funding grant from the council had been received. They had received notification that their grant applications to the Community Development Fund had been successful. He explained the CDF Project funding was to develop the community pathways around the town addressing the issues such as accessibility.

Mr Ristori mentioned that he had taken photographs of the route to be developed around the town.

Mr Anderson suggested that the group formed to discuss projects and funding would now meet to progress this.

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

## **7.2 Core Funding Report 25<sup>th</sup> April 2017**

Noted.

## **7.3 Main Annual Running Costs 2017-18 & Comparison 2016-2017**

Noted.

## **7.4 Annual Grant & Projects 2017-2018 & Comparison 2016-2017**

Noted.

## **7.5 Grants & Projects 2016-2017**

Noted.

05/17/08

### **Grant Applications**

8.1 Living Lerwick – Flower Scheme 2017 – Mrs Christena Irvine, Manager BID, Living Lerwick

Members agreed to continue to support the Flower Scheme as in previous years.

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

05/17/09

### **Planning Applications**

**9.1 2017/090/PPF – Erect two 50,000 litre external hot water storage tanks, install electric charging point, district heating and electricity supplies including electrical distribution housing, external stairs, security fencing and vehicle parking – Lower Blackhill Industrial Estate, Gremista, Lerwick – North Fish (Shetland) Ltd**

No objections.

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

**9.2 2017/093/PPF – Change of use of shop to residential – 41 Norstane, Lerwick, ZE1 0QG – Mr Tadas Zebrauskas**

No objections.

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

**9.3 2017/096/PPF – Two storey garage/store with external staircase. Remove boundary wall and build up to car park boundary – Gate Hus, Mitchells Walk, North Ness, Lerwick, ZE1 0LX**

Members discussed the application and the previous planning application that had been submitted last year. The letter sent from the community council to planning was displayed.

Councillors agreed they still had concerns relating to lack of turning space, no provision for parking on the site and access for emergency service vehicles and emergency exit from the oil depot. Also concern was raised for potential obstruction during the building phase as highlighted in the response from Kevin Serginson in relation to the core pathway.

It was noted that no representations had been filed by residents in the area, but it was agreed that the concerns raised be passed on the planning department.

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

**9.4 2017/104/SCO – Proposed Wind Farm – Mossy Hill, Hill of Tagdale – Peel Energy Limited**

Mr Anderson asked if members had any comments or concerns about the Scoping Report.

Mr Spence remarked about the strange placement of the wind turbine number ten sited in the valley. He pointed out that site number two was the habitat of red throated divers.

Ms Fraser replied that the final sites had not yet been decided upon and were approximate. She suggested that concerns should still be forwarded as this would allow them to be either ignored or addressed in the final application.

Members expressed concerns for the small amount of community benefit to be gained from the private company in relation to the impact of the construction process.

Further concerns highlighted the visual impact, electric field and noise generated and related effects on health; along with the effects of signal interruption to radio transmitters and television.

Mr Fraser suggested that at the end of the project there should be a suitable decommissioning process to restore the environment.

Discussion ensued about removing or allowing concrete to remain in situ.

Ms Fraser noted the visual impact from the Staney Hill area and commented on the lack of control with no framework and concern that every hill in Shetland would have wind farms.

Cllr Wishart agreed they should mention any concerns.

Mr Anderson asked for comments.

Members agreed proximity to residents, noise, flicker and effects on radio/tv signals, water courses and visual impact were all concerns to be forwarded to planning.

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

05/17/10

**Marine Licence**

**10.1 Marine (Scotland) Act 2010, Part 4 Marine Licensing – JWG Plc (per Mott MacDonald Ltd) – Reclamation of foreshore – Gremista Yacht Marina, Lerwick North Harbour**

No objections.

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

05/17/11

**A.O.B**

**LCC Meeting Advertisement**

Mr Fraser pointed out the advertising of community council meetings on Radio Shetland and suggested that Lerwick do likewise.

Mr Anderson agreed that could be arranged.

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

**Lerwick Lifeboat Gala Day**

Mr Fraser asked for volunteers on behalf of the Lifeboat Ladies Guild to erect tents on Friday 9<sup>th</sup> June at 6pm in the evening on Victoria Pier and to dismantle on Saturday following the event from 4pm onwards.

The clerk was asked to circulate the email.

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

**Da Voar Redd Up/Grass cutting**

Ms Simpson wanted to offer thanks to the two young folk Reece Anderson and Ben Sandison for helping with the community council clear up at Gremista.

She pointed out the amount of rubbish found at the ground to the side of the BOD of Gremista and explained that the grass had not been cut.

Ms Fraser suggested having the grass cut and perhaps collecting the remainder of the rubbish.

It was agreed that they would investigate who owned the land and look into the possibility of having the grass cut once a year.

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

**NHS Property Grass Cutting**

Mr Carter pointed out that grass cutting was needed at various NHS properties, in front of the hospital and along Scalloway Road near to Goudies.

Mr Anderson agreed that they would write and ask about their plans to cut the grass.

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

**Stalls at Harrison Square**

Mr Wenger informed members about the pop-up stalls at Harrison Square and queried if their hire costs were excessive, resulting in them being little used.

It was agreed that they write to Christena Irvine and ask how successful the stalls were and how often they were hoping to have them in place this year.

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

**Knab Dyke**

Mr Knight pointed out that part of the dyke at the Knab was a bit rumbled.

Mr Anderson agreed that they could write to the council department and ask them to look into it.

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

**Lerwick Councillors**

Mr Anderson took the opportunity to thank the Councillors those who were still sitting on and those who were not sitting for their regular attendance. He said that a note of thanks would be sent and mentioned Cllr Stout and Cllr Wills who were not in attendance.

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

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 : Jan-Robert Riise  
Director of Corporate Services: Christine Ferguson

Ms Marie Sandison  
Clerk to Lerwick CC  
Community Council Office  
Stouts Court  
LERWICK  
ZE1 0AF

Governance and Law  
Corporate Services Department  
Burgh Road  
LERWICK  
Shetland  
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www.shetland.gov.uk

If calling please ask for  
Anne Cogle  
Direct Dial: 01595 744554

Date: 22 May 2017

Our Ref: A16/1 JRR/AC

Dear Ms Sandison

## Community Council Constitution

A number of agreed changes have taken place to the original Community Council Constitutions since they were last signed in 2001/2002, including:

- Section 5 - changes made to by-election procedures - Local Election Rules are now in place; and
- Section 8 - change made as to who can audit/verify accounts.

Your Community Council Constitution has been updated with the agreed changes, as well as some updates as to specific information to your community council only, such as: the Council Wards which come within your area; the number required for a quorum; the maximum co-options that are permitted; and a copy of a map of the community council area. **I should be obliged if you would submit the Constitution formally to the next meeting of your Community Council for adoption and include this as a separate item on your next agenda as follows – “Adoption of updated Community Council Constitution 2017”.** Unless it is unanimously approved, the proposal to adopt the updated constitution must be agreed by at least two thirds of the elected members attending your meeting.

The constitution should then be signed by the Chairman and forwarded to me at the above address for signature, on behalf of the Council, by the Executive Manager - Governance and Law. The original signed version will then be retained by my service, and I will send you a final copy for your records. A copy will also be provided to the Council's Community Planning and Development External Funding Officer.

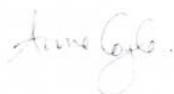
I have also enclosed an updated membership information sheet, and ask that your community council notes the current position, and that this will be updated and re-issued to Clerks whenever any changes take place.

Detailed contact information on Community Councils will continue to be published on the Council's website <http://www.shetland.gov.uk/coins/allCommunityCouncils.asp> and you should notify us immediately if there are any changes required.

I trust that this information is clear, but please do not hesitate to contact me should you require any further advice or information.

I look forward to receiving your signed Constitution in early course.

Yours faithfully

A handwritten signature in cursive script, appearing to read "Anne Cogle".

Anne Cogle  
Team Leader - Administration

Enc



Community Council Scheme 1997

**LERWICK  
COMMUNITY COUNCIL CONSTITUTION**

This Constitution was adopted at a meeting of Lerwick Community Council held on:

Date \_\_\_\_\_

\_\_\_\_\_  
(Signed) Chairman, Lerwick Community Council

This Constitution was received and entered in the Register of Community Council Constitutions on:

Date \_\_\_\_\_

\_\_\_\_\_  
(Signed) Executive Manager - Governance and Law, Shetland Islands Council

# LERWICK COMMUNITY COUNCIL CONSTITUTION

## 1 Name

The Name of the Community Council shall be Lerwick Community Council, hereafter referred to as the "Community Council".

## 2 Area

The area of the Community Council shall be the electoral division(s) agreed by the Shetland Islands Council under the terms of the Shetland Islands Council Community Council Scheme 1997. The current electoral division(s) is/are listed in the notes appended to this Constitution.

## 3 Objects

In addition to any other purpose which the Community Council may pursue, the general purpose of the Community Council shall be to promote the well-being of the community in the Lerwick Area by ascertaining, co-ordinating and expressing to the local authority, and to public authorities, the views of the community which it represents, in relation to such matters for which those authorities are responsible, and by taking such action in the interests of the community as appears to it to be expedient and practicable.

## 4 Membership

4.1 The membership of the Community Council shall comprise:

- (a) 16 elected members;
- (b) co-opted members filling seats in the absence of elected members;
- (c) additional co-opted members;
- (d) ex-officio, the local Councillor(s) for Lerwick North and Lerwick South.

4.2 Categories (a) and (b) above shall comprise the core membership and candidates will be restricted to those over the age of 18 whose names appear on the relevant electoral roll and who are not otherwise disqualified from standing for election for local government. The number of co-opted members in category (b) shall be limited to 6, being one-third of the specified number in category (a) above, or if the Community Council has a membership of less than nine, the number shall be three).

4.3 The Community Council may appoint such number of additional co-opted persons, in category (c) above, and candidature will not be restricted to those eligible to stand for election.

4.4 Full voting rights shall be restricted to the core members in categories (a) and (b).

## 5 Election

5.1 Elections to the Community Council shall be held in accordance with the agreed local election rules.

- 5.2 General election of Community Council members will be at a time and following a method approved by the Shetland Islands Council in consultation with Community Councils, the Returning Officer and the Electoral Registration Officer for the Shetland Islands Area.
- 5.3 Members shall be chosen by secret ballot, cast by postal vote, those eligible to vote being all persons whose names are on the current electoral roll for the area.
- 5.4 All members shall serve until the next election but shall be eligible for re-election, re-appointment or co-option provided all other qualifying conditions are met.
- 5.5 A member of the Community Council may resign at any time by giving notice in writing to the Clerk (or Secretary/Treasurer) to the Council.
- 5.6 A casual vacancy shall be deemed to have occurred in the elected membership of the Community Council, inter alia, on the:
- (a) death of a member;
  - (b) resignation of a member;
  - (c) removal of an elected member from the electoral register applicable to the Lerwick Community Council area.
- 5.7 Apart from casual vacancies occurring within six months of the last day of office of the Community Council, which shall not be filled until the next ordinary election of the Community Council, the Returning Officer, in consultation with the Clerk, shall arrange for a by-election to take place. The by-election procedures shall be in accordance with the agreed Local Election Rules.
- 5.8 The Community Council shall meet as often as its members deem necessary.
- 5.9 At the first meeting after each Community Council general election, to be held within one calendar month of the election, members will appoint a Chairman and Vice-Chairman who, unless they resign or otherwise leave the Council, will continue in such office until the next Community Council general election.
- 5.10 The Community Council will appoint and provide for the payment for the services of a Clerk (or Secretary/Treasurer).

### 6 Management

- 6.1 One third of the members of the Community Council shall constitute a quorum for any meeting of the Community Council. No meeting shall have less than three members present. The quorum for Lerwick Community Council shall be 6.
- 6.2 The Community Council shall have the powers to appoint such committees and/or sub-committees as it may from time to time decide and shall determine the terms of reference, powers, duration and composition of such committees or sub-committees.
- 6.3 On written request to the Clerk, signed by not less than one third of the members of the Community Council, a Special Meeting of the Community Council shall be called to discuss any matter of interest to the community.
- 6.4 Notices calling any meetings of the Community Council and of any committees of the Community Council, specifying the items of business to be discussed, will be sent to Shetland Islands Council and each member of the Community Council, not less than 5 (five) days (including weekend days) before the day of any such meeting. A copy will also be displayed in a prominent place in the Community Council area at least 5 (five) days (including weekend days) before the date of the meeting referred to in the notice. In the event of a meeting having to be called at shorter notice, the public notice shall be displayed as soon as practicable.
- 6.5 A copy of the draft Minutes of Community Council meetings shall be forwarded to Shetland Islands Council as soon as practicable after the date of the meeting. Within 21 (twenty-one) days of the date of the meeting, further copies will be displayed at places accessible to the public and shall there remain available for public inspection for a period of not less than 14 (fourteen) days.

### 7 Public Participation

- 7.1 All meetings of the Community Council and of its committees and sub-committees shall be open to members of the public. Only with the permission of the chairperson shall members of the public have a right to speak at those meetings. This permission shall not be unreasonably withheld.
- 7.2 The Community Council and its committees and sub-committees may by resolution agree to consider in private any items of business of a private or confidential nature or when in the opinion of the Community Council it would be in the community interest to do so. In such circumstances, and for the duration of consideration of such an item, the public will be excluded from the meeting.

**8 Control of Finance**

- 8.1 All monies raised by or on behalf of the Community Council shall be applied to further the objects of the Community Council and for no other purposes.
- 8.2 The Community Council shall cause to be kept all proper accounts of the finances of the Community Council.
- 8.3 At least once per year all Community Council accounts shall be audited by an appropriately qualified independent examiner acceptable to the Chief Finance Officer of Shetland Islands Council. A list of approved examiners will be maintained by the Association of Shetland Community Councils (ASCC).
- 8.4 A copy of each year's audited accounts will, as soon as practicable after the work has been completed and approved by the Community Council, be supplied to Shetland Islands Council.

**9 Information Procedures**

- 9.1 Shetland Islands Council and Lerwick Community Council will, jointly, identify and agree a Code of Practice for the conduct of business and exchange of information between them.
- 9.2 The Community Council and Shetland Islands Council shall exchange Minutes of all meetings, including those of any committees.

**10 Amendments to Constitution**

- 10.1 Any proposed change to this Constitution shall be considered only in relation to a specific proposal included on the agenda and at a meeting attended by not less than half of the voting [elected/co-opted] members of the Community Council.
- 10.2 In addition to the provisions of section 53 of the Local Government (Scotland) Act 1973 relating to the amendment of Community Council schemes, a proposal to alter this Constitution shall be adopted if it is approved by *two-thirds* of the voting [elected/co-opted] members of the Community Council *present and voting* at a General Meeting of the Community Council, notice of such meeting having specified the proposed amendment to this Constitution.
- 10.3 Shetland Islands Council shall be formally advised of all amendments to this Constitution. Formal approval by the Council shall be required for all amendments to this Constitution.

**11 Dissolution**

- 11.1 The Community Council shall be deemed to be dissolved if, nominations having been sought for elected membership of the Community Council, the number of valid nominations received is insufficient to ensure that at least one third of elected members will be in office.
- 11.2 On dissolution of the Community Council, Shetland Islands Council will supervise the satisfaction of all proper debts or liabilities of the Community Council and assume responsibility for all of its remaining residual assets.
- 11.3 In the event of dissolution, fresh nominations for membership of the Community Council will be sought not more than 6 months after the date of dissolution or, should such an election be scheduled for an earlier date, to coincide with the next general election to Community Councils, as described in paragraph 5.2 above. Should a Community Council then be elected, Shetland Islands Council will return to it all residual assets of the previous, dissolved, Community Council.

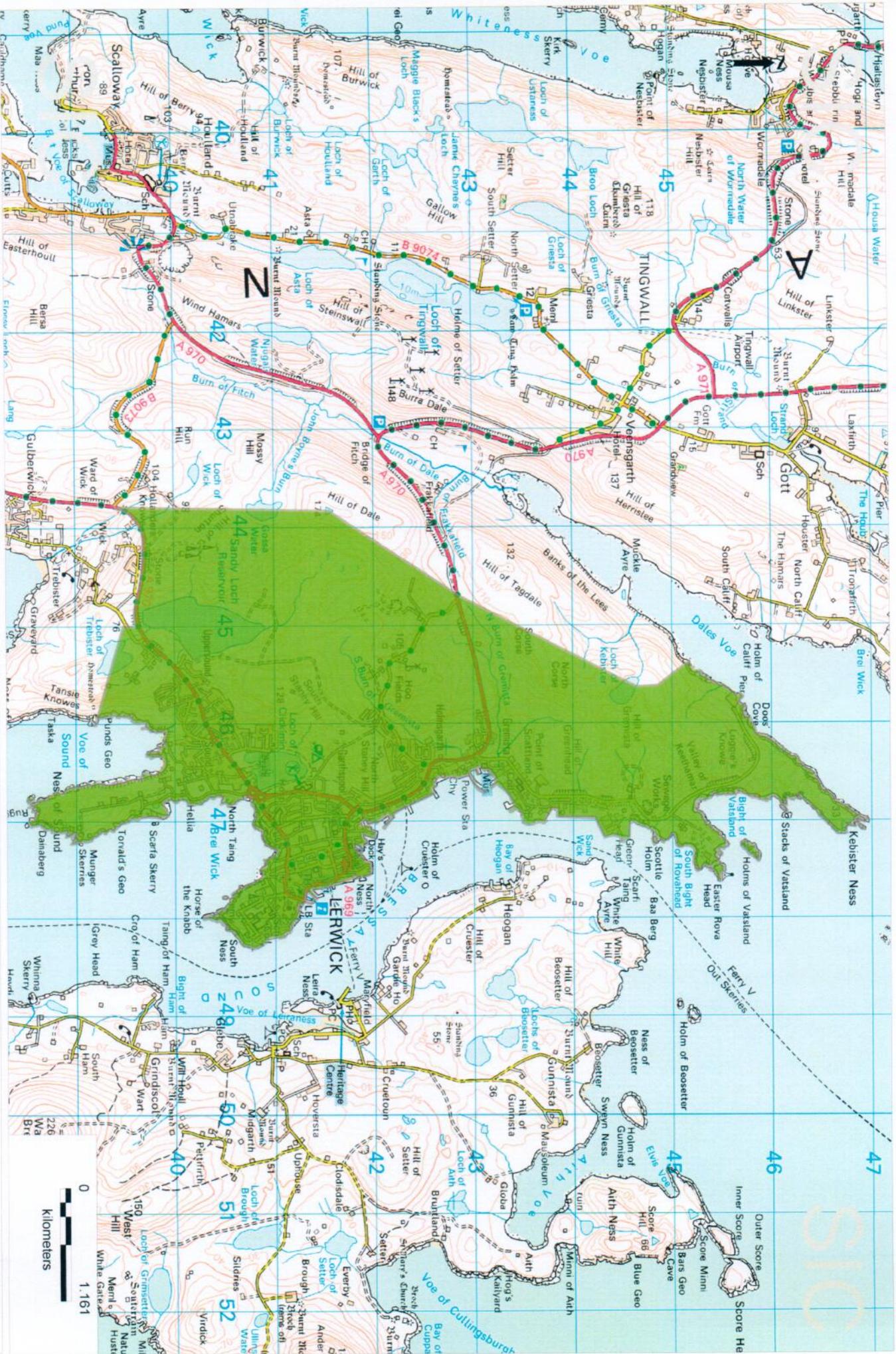
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END OF CONSTITUTION

Constitution Notes:

1. Shetland Islands Council Electoral Divisions in the Area of Lerwick Community Council: 6A North Lerwick; and 7A South Lerwick
2. Shetland Islands Council Wards in the Area of Lerwick Community Council: Lerwick North and Lerwick South
3. Membership total: 16
4. Minimum Quorum: 6 voting members
5. Maximum Co-options allowed: 6
6. Maximum Additional Co-options allowed: no restriction

END



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Lerwick Community Council Area

## Lerwick Community Council

Quorum 6

Vacancies 0

Co-options Made 2

6

Co-options allowed

16

Memberships

Name	Member Status	Date	Note
James J Anderson	Elected	20/11/2014	Chair
Averil Simpson	Elected	20/11/2014	Vice Chair
Andy Carter	Elected	20/11/2014	
Peter Coleman	Elected	26/03/2015	
John F S Fraser	Elected	20/11/2014	
Karen A Fraser	Elected	20/11/2014	
Stuart Hay	Elected	20/11/2014	
Alastair C Henry	Elected	20/11/2014	
Andrew A Johnston	Elected	20/11/2014	
Edward John Knight	Elected	20/11/2014	
Michael Peterson	Elected	20/11/2014	
Damien Ristori	Elected	20/11/2014	
William Spence	Elected	20/11/2014	
Arwed Wenger	Elected	20/11/2014	
Martine Hall	Co-opted	07/11/2016	
Brian Johnston	Co-opted	07/11/2016	
Tommy Carroll	Additional Co-opted	05/09/2016	No voting rights
Eve Thomson	Additional Co-opted	05/09/2016	No voting rights
Malcolm Bell	SIC Councillor ex-officio	05/05/2017	No voting rights
John Fraser	SIC Councillor ex-officio	05/05/2017	already a full voting member
Stephen Leask	SIC Councillor ex-officio	05/05/2017	No voting rights
Peter Campbell	SIC Councillor ex-officio	05/05/2017	No voting rights
Cecil Smith	SIC Councillor ex-officio	05/05/2017	No voting rights
Amanda Westlake	SIC Councillor ex-officio	05/05/2017	No voting rights
Beatrice Wishart	SIC Councillor ex-officio	05/05/2017	No voting rights
			Student Rep
			Student Rep

**From:** [Hall M \(Margaret\)](#) on behalf of [Ruskell M \(Mark\), MSP](#)  
**Subject:** 20mph Members Bill Consultation - Invitation to Participate  
**Date:** 16 May 2017 11:15:24  
**Attachments:** [20mph Executive Summary.pdf](#)

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Dear Community Councils,

On Monday 15<sup>th</sup> May I launched the consultation for my 20mph members bill in the Scottish Parliament, and I am writing to ask that your community council considers submitting a response before the closing date on the 7<sup>th</sup> August.

The bill proposes reducing the default speed limit on restricted roads from 30mph to 20mph, whilst giving local councils the power to retain specific streets as 30mph zones where suitable, e.g. as designated through routes. Whilst many communities have already benefited from being reclassified as 20mph zones, the approach in Scotland to date has been piecemeal, resulting in some local councils having no permanent 20mph zones in place at all.

We believe that setting a lower speed limit by default is the best way to address this inequality, and ensure all our communities are safe places to walk, cycle, scoot and play. I have attached a summary of the consultation document for your consideration, and the full consultation document can be downloaded [from the Scottish Parliament Website here.](#)

We feel it is very important for as many communities as possible to have their say on these proposals, including those that have already benefited from 20mph zoning as well as those that would see a speed reduction if my bill were to pass. The attached summary includes details about how to submit a response, but if you have any questions or would like to discuss this further please do get in touch on the details below.

Yours Sincerely,

Mark Ruskell MSP – Mid-Scotland & Fife Region  
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As part of our standard procedures contact details will be kept and stored on a database for the purposes of newsletters and annual reports. If you would like to opt out of this please let me know.

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The Scottish Parliament: Making a positive difference to the lives of the people of Scotland  
Pàrlamaid na h-Alba: A' toirt deagh bhuaidh air beatha sluagh na h-Alba



## **Proposed Restricted Roads (20mph Limit) (Scotland) Bill**

### *Executive Summary*

## ■ **Why 20mph?**

For over a decade communities have been making the case that 'twenty is plenty' for the streets where we live. 20mph speed limits have been shown to reduce the number of serious and fatal road traffic accidents, encourage more people to walk and cycle and reduce vehicle emissions. With newly devolved powers over speed limits coming to the Scottish Parliament we have a clear opportunity to act to effect change that would protect public health and our living environment.

Current Scottish Government guidance favours 20mph for residential streets.<sup>1</sup> However, while some local authorities have taken action to roll out 20mph in localised areas, the approach across Scotland has been piecemeal so far. The current process to lower speed limits in urban areas is complex, time-consuming and costly for councils.

We already put 20mph limits around schools for children's safety but our roads are used by many vulnerable users who deserve the same protections, such as elderly and disabled individuals, cyclists and motorcyclists.

This Bill intends to make it easier for local authorities to pursue and implement 20mph speed limits for the benefit and safety of us all.

## ■ **The benefits**

**Reducing serious road traffic accidents** . Driving at lower speeds gives drivers more time to react to their surroundings and reducing the likelihood of a serious collision. The most recent figures for road traffic accidents in Scotland show that travelling too fast or exceeding the speed limit were contributory factors in 11% of all reported accidents and 19% of fatal accidents in 2015.<sup>2</sup> A Transport Research Laboratory study found that the number of accidents could be expected to fall by between 4% and 6% for each 1mph reduction in average speed.<sup>3</sup>

**Improved health.** Lowering speed limits encourages walking and cycling, boosting people's health. Regular exercise has clear associated health benefits, helping people maintain a healthy weight, lowering the risk of heart disease and even boosting mental wellbeing. A 20-minute bike ride to work could use the same amount of calories as a cappuccino, a bar of chocolate or small glass of wine.<sup>4</sup> With quieter roads and slower traffic more people may feel confident to regularly walk and cycle around our streets.

**Air pollution will be reduced.** Cars produce harmful emissions that damage our respiratory health and contribute to climate change. Both petrol and diesel cars see significant decreases in emissions of particulate matter (microscopic particles emitted from exhaust pipes) which are known to contribute to heart and lung disease.<sup>5</sup>

**Tackling inequality.** A review of Fife's Council's 20mph rollout highlighted that more deprived areas have shown a greater reduction in casualties compared to wealthier areas. Casualties fell by 34% in deprived communities compared with 20% in more affluent neighbourhoods. 20mph speed limits can have a greater positive impact in Scotland's more deprived communities.

## ■ *What this Bill will do*

This Bill will reset the current default national speed limit from 30mph to 20mph for restricted roads. Roads that are close to housing, walkways or busy public spaces will automatically have the current 30mph speed limit replaced with a 20mph limit.

This change will replace the current complex process councils have to follow to create 20mph roads. Councils will still be able to use their discretion to designate some roads in built up areas as suitable for 30mph where appropriate, for example to maintain a network of faster 'through-routes'.

Councils will also continue to have the option to put in place additional traffic calming features on 20mph roads, such as speed bumps, to tackle blackspots where there is judged to be a high risk to pedestrians.

## ■ *Financial implications*

Evidence from the rollout of previous 20mph schemes across the UK suggests that it is significantly cheaper to have a national 20mph default limit rollout as opposed to each local authority implementing their own scheme, such as Edinburgh's recent 20mph rollout.

We estimate a national default limit to cost in the region of £4.3m compared with an estimated £17.2m if every local authority in Scotland were to replicate an Edinburgh-style 20mph scheme. Full detail for these figures is provided in the consultation document.

These figures also include the costs of an accompanying awareness raising campaign, which we recognise to be a key element for encouraging the public to adopt 20mph as a new norm.

## ■ *Next steps for this consultation*

You are invited to respond to this consultation by answering a set of questions and providing any other comments that you consider appropriate.

You are encouraged to submit your responses via the Scottish Parliament's Smart Survey system at: [www.smartsurvey.co.uk/s/20mphSpeedLimits/](http://www.smartsurvey.co.uk/s/20mphSpeedLimits/)

It is also possible to submit your response electronically by sending them to:

[mark.ruskell.msp@parliament.scot](mailto:mark.ruskell.msp@parliament.scot)

or by post to:

Mark Ruskell MSP  
Room MG.17  
Scottish Parliament  
Edinburgh, EH99 1SP

All responses should be received no later than **07/08/2017**

- 
- <sup>1</sup> <https://www.transport.gov.scot/media/6105/20-mph-good-practice-guide-19-december-2014-version-to-be-published.pdf>
  - <sup>2</sup> <https://www.transport.gov.scot/media/20223/j452722.pdf>
  - <sup>3</sup> <http://www.20splentyforus.co.uk/UsefulReports/TRLREports/trl421SpeedAccidents.pdf>
  - <sup>4</sup> <http://www.sustrans.org.uk/what-you-can-do/use-your-car-less/health-benefits-walking-and-cycling>
  - <sup>5</sup> [http://www.euro.who.int/\\_data/assets/pdf\\_file/0006/189051/Health-effects-of-particulate-matter-final-Eng.pdf](http://www.euro.who.int/_data/assets/pdf_file/0006/189051/Health-effects-of-particulate-matter-final-Eng.pdf)

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[www.shetland.gov.uk/ldp2](http://www.shetland.gov.uk/ldp2)

Welcome once again to the third issue of the Shetland Local Development Plan newsletter. This issue has all the information you need regarding the next Local Development Plan 2, and keeps you informed of how you can get involved in the planning process and how you can help shape the future of your community.

### Shetland's Local Development Plan

Shetland's Local Development Plan or LDP seeks to guide development and ensure we continue to build successful places for present and future generations. The LDP consists of two parts; the Plan itself, which sets out policies and site allocations and the Supplementary Guidance (SG) part, which contain more detailed guidance on specific issues or topics. When complete, the next Shetland LDP will become the strategic tool for the Council's development priorities. In conjunction with other Council Policies (including the Local Housing Strategy), it will contribute to meeting the spatial aims of the Community Plan and the Corporate Plan.

Adopted this April is our new Supplementary Guidance on aquaculture developments – you can find it at the Adopted Supplementary Guidance section using the following link. The current LDP and other Guidance can also be found there: [www.shetland.gov.uk/ldp2](http://www.shetland.gov.uk/ldp2)

### The Current Position

We are currently working on the evidence gathering stage of the next LDP, which requires the Development Plans team to engage with key stakeholders

and communities to gather data and information needed to inform the Main Issues Report (MIR) and set the strategic vision and spatial strategy. This all requires an up-to-date and detailed evidence base, and is the most labour intensive part of the LDP process and takes the largest percentage of preparation time.

Our Vision Statement has now been agreed, with a very successful workshop being held with key stakeholders – read more about the preparation of our Vision in part 5.

Work is also underway for the Call for Sites and is a chance if you are a landowner or a developer, to put forwards sites to the Council that you believe are suitable for development. You can read more about the Call for Sites process and how you can get involved in part 6.

More details of the various stages are described in our newsletter, along with useful information on how you can get involved in developing and shaping the future of your community.



## Useful Contacts

Development Plans, Planning Service,  
c/o Train Shetland, Gremista Rd, Lerwick,  
Shetland , ZE1 0PX

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

Phone: +44 (01595) 744293

[www.shetland.gov.uk/ldp](http://www.shetland.gov.uk/ldp)

Please take a look at our website & Twitter for further information and regular updates on the Shetland

**Local Development Plan:**

[www.shetland.gov.uk/ldp](http://www.shetland.gov.uk/ldp)

@ShetIslandsCll #shetlandldp





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[www.shetland.gov.uk/ldp2](http://www.shetland.gov.uk/ldp2)



### Next Local Development Plan

The graphic below shows you where we currently are in the preparation of your next Local Development Plan, and highlights the importance of the evidence gathering stage, where public participation is key.

Key	
Engagement	We will be engaging with you at these stages. Your input and engagement will help inform and shape the next LDP.
Consultation	We will be carrying out public consultations at these stages.
Informing	We will be informing you of the status of the plan throughout these stages.



(Graphic 1)

### The Development Plan Scheme 2017

The Development Plan Scheme (DPS) sets out the Council's proposed timetable for review and replacement of the current LDP; it also sets out the steps the Council will take to prepare the next LDP. It also must include a participation statement, which shows where there are opportunities for consultation and participation – by stakeholders, the general public and for everyone with an interest.

The DPS must be reviewed at least annually and the Council is ultimately judged on whether or not it has sufficiently adhered to the participation statement.

This DPS provides details of:

- The Participation Statement showing the key pieces of work we propose to undertake in the coming year
- An update on the work programme
- The Supplementary Guidance List

The 2017 Development Plan Scheme can be found here:

<http://www.shetland.gov.uk/planning/LocalDevelopmentPlan.asp>

### How to get involved in preparing the next Local Development Plan

Your involvement in preparing the next Local Development Plan is essential, and will help us deliver a Plan that meets the needs of our communities and helps build places that are successful and vibrant. We encourage you all to get involved from the very start - the link to our Participation Statement (found in the document after the Development Plan Scheme) sets out how and when the Development Plans team intends to consult during the LDP process: <http://www.shetland.gov.uk/planning/LocalDevelopment-Plan.asp>

Shetland Islands Council is committed to ensuring that all consultation is carried out in a constructive and respectful manner, and as such any consultation carried out by the Council will adhere to the National Standards for Community Engagement, which are set out in our LDP Newsletter No. 1 and you can also find them here: <http://www.scdc.org.uk/what/national-standards/>

## Our Vision

As previously mentioned, the evidence gathering stage takes up the largest percentage of preparation time – and it should, as it's the most important part of preparing an effective, relevant and deliverable Plan.

A key stage of the evidence gathering process is the preparation of a Vision Statement. A Vision Statement sets out realistic aspirations for Shetland over the next 20 years and identifies how our communities should be developed and any barriers to that proposed development. Policies within the new Plan will be structured to help achieve those aspirations.

Our Vision for the next LDP was developed through analysis of the Scottish Government's sixteen National Outcomes, including their four National Planning Outcomes. Importantly, we also undertook detailed analysis of key local and national stakeholder strategies and also fed in the results of the recent Place Standard consultation.

To help categorise the goals contained within the various strategies, the Development Plans team developed four key themes – Economy; Community; Connectivity and Environment/Heritage. In order to test the robustness of our four themes, Development Plans held a very successful workshop where key stakeholders from various departments and agencies attended. The workshop also discussed key land use priorities within each theme and the results of these excellent discussions helped inform our key priorities.

We are confident that our four themes and the key priorities identified within each theme (see graphic No. 2) covers the many goals set within our key stakeholder and partner strategies, and that they help build a robust, credible and realistic Vision for the next Local Development Plan 2.



[www.shetland.gov.uk/ldp2](http://www.shetland.gov.uk/ldp2)

## Our Vision Statement

Our Vision Statement will help us develop our Spatial Strategy for the successful development of Shetland's communities. Further workshops will be undertaken with our key stakeholders, along with extensive consultation with communities across Shetland.

We will keep you updated with our progress during the next key stages.

### Community

We will enable sustainable, healthy communities by:

- Balancing the population structure, by seeking to increase the economically active populations across all communities
- Providing housing land in areas where most need is identified
- Assisting in the provision of housing developments which cater for the specific needs of our aging population
- Recognising the important role in housing solutions played by windfall development and promoting this as a solution in areas where that is most appropriate

### Economy

We will support the Growth and Strengthening of our Economy by:

- Providing land allocations to allow economic development in the areas of recognised need

By recognition that economic activity is core to the sustainability and viability of our natural settlements and enabling appropriate economic growth where possible

### Connectivity

We will seek to improve our Connectivity throughout the isles by:

- Encouraging and promoting delivery of telecommunications network across all areas of Shetland
- Recognising the importance digital connectivity plays in maintaining sustainable communities and promoting business growth
- Promoting the principles of designing streets in all applications and reducing the dominance of the car
- Promoting active travel plans and the inclusion of green corridors

### Environment

We will continue to safeguard our Environment by:

- Ensuring the special qualities of Shetlands natural and built heritage are protected and enhanced
- Promoting accessibility to the natural environment
- By ensuring place-making principles are incorporated in all new developments

(Graphic 2)



[www.shetland.gov.uk/ldp2](http://www.shetland.gov.uk/ldp2)

## Place Standard

Development Plans team were part of the working group for the Council's Place Standard Public Consultation, which ran through June to July 2016. There were an impressive 975 responses to the consultation from across the length and breadth of Shetland. The results of the Place Standard were fed into our Vision and will continue to inform the next LDP2, including the development of our Spatial Strategy. More information about the Place Standard response can be found here: <http://www.shetland.gov.uk/placestandard.asp>

## The 'Call for Sites' and How You Can Help Shape Shetland's Future.

Over its lifetime, the new LDP2 must provide deliverable sites for all types of developments across Shetland. To achieve our goal of meeting demand in all areas – be it for housing or industry - the new Plan must identify sites that are suitable and are available for development.

If you are a land owner or developer, the Call for Sites process is an opportunity for you to help us deliver an effective land supply for housing development or for business and industry expansion, within our next LDP.

This autumn the call for sites process starts, so we encourage you to put forward for assessment, sites to the Council that you believe are suitable for immediate development, and for development throughout the next 10 – 15 years. Although the call for sites process does not begin until autumn we would encourage you to get in touch with us if you have any questions regarding the process of submitting a site. More information can be found here: <http://www.shetland.gov.uk/planning/CallforSites.asp>

## People, Places and Planning: A consultation of the future of the Scottish Planning System

In 2015, Ministers commissioned an independent panel to undertake a review of the planning system. This independent review included opportunities to get involved through both written, oral and an online discussion forum. The independent panel met with a wide range of stakeholders, community representatives and public and private sectors to explore changes to the planning system.

In the Programme for Government, Ministers signalled that a Planning Bill would be brought forward early in the Parliamentary Session – Year 2. (Source: <https://consult.scotland.gov.uk/planning-architecture/a-consultation-on-the-future-of-planning/>)

To enable that, consultation on the key components of the legislation was scheduled to run between 10 January to 4 April 2017.

The Review proposes twenty wide-ranging changes that seek to help improve the planning system; this includes how Local Development Plans are prepared and how communities may get involved in the planning process.

Shetland Islands Council will be responding to the Planning Review and we will keep you up-to-date on its progress. If you want to read more about the Planning Review, the consultation document can be found here [https://consult.scotland.gov.uk/planning-architecture/a-consultation-on-the-future-of-planning/supporting\\_documents/694570\\_v4\\_20170109.pdf](https://consult.scotland.gov.uk/planning-architecture/a-consultation-on-the-future-of-planning/supporting_documents/694570_v4_20170109.pdf)

## Useful Contacts

### Development Plans, Planning Service

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

Phone: +44 (01595) 744293

[www.shetland.gov.uk/ldp](http://www.shetland.gov.uk/ldp)

### Photos:

1. St Ninian's Isle - ©Shutterstock
2. Sumburgh Head - ©Shutterstock
3. Jarlshof - ©Shutterstock
4. St Ninian's Isle - ©Shutterstock
5. Lerwick Harbour - ©John Carolan
6. Viking longboat - Haroldswick Unst - ©Development Plans
7. Marthastoon - Aith - ©Development Plans



@ShetIslandsCll #shetlandldp

[www.shetland.gov.uk/ldp](http://www.shetland.gov.uk/ldp)

Dear Transport Stakeholder,

I am contacting you on behalf of the Scottish Government and Transport Scotland who are undertaking a review of Scotland's **National Transport Strategy**.

In your capacity as a key **Transport Stakeholder** in Shetland, or representative thereof, you are invited to respond to the **Call for Evidence** which can be found by clicking on the link in the text that follows my signature.

At this stage of the **National Transport Strategy Review**, the **Call for Evidence** is seeking responses which contain an element of evidence or research, rather than responses containing solely opinion or conjecture. It is therefore not necessary to respond to all of the questions in the **Call for Evidence**. As its name suggests, any evidence-based input will be very welcome.

If you are unsure why you have been contacted, or feel a stakeholder has been missed from our local stakeholder list, please let us know so that we can put things right. Likewise, please let me know if you wish to be removed from our list. Your help in this will also allow us to maintain a meaningful contact list of **Transport Stakeholders** for the ongoing **Shetland Transport Strategy Refresh**.

**If you would like to be contacted directly by Transport Scotland, you can ask them to place you on their National Stakeholder list by emailing them at: [NTSreview@transport.gov.scot](mailto:NTSreview@transport.gov.scot)**

Finally, many thanks in advance for any contributions you may make.

Kind regards,

Peter Mogridge

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Peter Mogridge, Transport Policy and Projects Officer  
Shetland Islands Council, 6 North Ness, Lerwick, Shetland ZE1 0LZ  
+44 1595 745802

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[Abridged email text sent from **Transport Scotland** follows...]

As part of the on-going National Transport Strategy (NTS) Review that will set out the long term vision for transport policy in Scotland, I would like to highlight to you a 'Call for Evidence' prepared by the NTS Research and Evidence Working Group and encourage you to share this Call with stakeholders who will be interested in responding.

The Research and Evidence Group is formed of independent academic experts and Transport Scotland officials, with the remit of ensuring the wider NTS Review process is supported by the best evidence available.

The review is a broad collaborative process and there will be many opportunities for feeding in your views during its course. This particular call is to gather research evidence on several key topic areas

to inform the review and also highlight where there are gaps, conflicts and uncertainties in the existing evidence base.

The Research and Evidence Group is interested in a broad range of evidence from within or outside Scotland and originating from the public, private, or third sectors. The call poses a series of questions, and the Group welcomes relevant, evidence-based responses to them, submitted before the Call closes on Friday 14 July 2017. The questions and topic areas chosen for the call have been selected by the Research and Evidence Group to encourage responses on areas where transport strategy has key role to play in supporting the Scottish Government's Strategic Objectives and themes that the wider NTS review is likely to consider.

You can download the Call and instructions on how to respond at:

<https://www.transport.gov.scot/consultation/national-transport-strategy-call-for-evidence/>

The Research and Evidence Group looks forward to reading your submissions.

Best wishes

On behalf of the National Transport Strategy Review Research and Evidence Working Group:

Professor Jillian Anable, Leeds University (Chair)  
Professor John Nelson, University of Aberdeen  
Professor Graham Parkhurst, University of the West of England  
Professor Tom Rye, Edinburgh Napier University  
John Galilee, Transport Scotland  
Paul Junik, Transport Scotland  
Douglas Krestoff, Transport Scotland  
Rory Morrison, Transport Scotland

Good afternoon everyone,

Following ZetTrans' recent acceptance of the DRAFT Main Issues Report, and in preparation for the appointment of the new SIC members of ZetTrans after the recent election, I have attached the said document for your information and comment.

The proposed Main Issues will make up the core of the refreshed Shetland Transport Strategy due for completion in the autumn of 2017.

As key stakeholder organisations, ZetTrans would welcome any feedback you may have.

The document is not long but, **if you are pressed for time**, the one-page table on the last page provides a summary of all the Main Issues and describes how these link to key local and national strategies relating to transport.

An effective, affordable, safe and efficient transport system is vital to Shetland, and it materially affects our quality of life and service provision across the public, private and voluntary sectors. We hope you will find the time to consider the Draft Main Issues and pass on any views you may have on them.

Regards,

Peter Mogridge

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Peter Mogridge, Transport Policy and Projects Officer  
Shetland Islands Council, 6 North Ness, Lerwick, Shetland ZE1 0LZ  
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# SHETLAND TRANSPORT STRATEGY REFRESH

DRAFT MAIN ISSUES REPORT

**Ze Trans**  
SHETLAND'S TRANSPORT PARTNERSHIP



## NOTES ON THIS DRAFT DOCUMENT

The Shetland Transport Strategy has been refreshed in two stages.

Stage 1 was undertaken on behalf of ZetTrans by external consultants: Natural capital. Their work comprised: Reviewing the existing Shetland Transport strategy; Examining the new policy environment; Consulting with key stakeholders; Identifying key issues and resulting key questions for stage 2 of the refresh process.

Stage 2 of the refresh was undertaken on behalf of ZetTrans by Shetland Islands Council Transport Planning Service and comprised convening a short-term working group of key stakeholders to examine the outputs from stage 1 and identify the Main Issues concerning transport in, to and from Shetland.

The Main Issues identified, together with the renewed vision and objectives, are described in this DRAFT report. After appropriate consultation and revision, the FINAL Main Issues Report will constitute the refreshed Shetland Transport Strategy.

Feedback from the 975 responses to the Shetland Place Standard (SPS) consultation has also fed into this document.

The FINAL report will include appendices containing summaries of stages 1 and 2 of the refresh process together with relevant data from the SPS consultation and all necessary references to external material used and referred to within the FINAL report.

Electoral timescales mean that this DRAFT document, if accepted by the current outgoing ZetTrans Partnership, can be used as the template for the FINAL refreshed Shetland Transport Strategy to be further consulted on, contributed to and approved by the incoming ZetTrans Partnership in the summer of 2017. The National Transport Strategy for Scotland is now under review and developments from this may need to feed into the FINAL report.

In The FINAL report, this section will be replaced by an executive summary.

## FOREWORD AND INTRODUCTION

Regional Transport Partnerships (RTPs) were formally established on December 1<sup>st</sup> 2005 and ZetTrans formally took up its powers in April 2006 and transport functions in November 2006. After a decade of operation, and in line with many other RTPs, the Partnership feels it is time to revisit and refresh the document which underpins and guides its activities: The Shetland Transport Strategy.

This Main Issues Report refreshes the 2008 Shetland Transport Strategy and sets out the Partnership's renewed vision and objectives for the future. This strategic document has been informed by a two-stage review of the Partnership's activities over the past decade and the reshaped strategy and policy environment of 2016. This report also takes account of the Shetland Place Standard public consultation exercise and other relevant local and national strategies and policies.

In order to continue to develop and deliver effective transport solutions for communities across Shetland, ZetTrans must clearly identify local transport issues and needs and assess how these are addressed within local and national policies. In this way, we can lay out a well informed and well targeted framework of interventions to address those issues and needs. By adopting a robust, evidence-based methodology, this document will also contribute, where necessary, to the business case for funding those interventions.

It is intended that the FINAL report will be of value to all agencies and individuals with an interest in transport provision in Shetland. The purpose of this DRAFT report is to:

1. Set out the vision for ZetTrans
2. Summarise the current state of transport provision in, to and from Shetland
3. Identify the Main Issues to be addressed to maintain and enhance Shetland's transport provision
4. Define the objectives for addressing the Main Issues and achieving the vision
5. Outline proposed interventions and describe how they will be undertaken and why they are relevant

Stage 1 of the refresh process comprised extensive stakeholder consultation and identified key issues and resulting key questions for stage two of the refresh process. Stage 2 convened a short-term working group of key stakeholders to further examine the stage 1 output and identify the Main Issues facing transport provision in Shetland. These Main Issues have been used to refresh the Partnership's vision and objectives with a view to completing the refresh the Shetland Transport Strategy.

Before finalising this DRAFT Main Issues Report, it will be necessary to seek final input from all relevant interested parties. Once adopted, the FINAL Main Issues report will be accompanied by a Delivery Plan detailing the interventions required to meet our objectives and achieve our vision. This plan will aim to describe when and how these interventions will be undertaken.

## OUR VISION

During stage 2 of the refresh process, careful consideration was given to reviewing the Partnership's vision. As a result, a new vision is being proposed.

The ZetTrans vision for transport in, to and from Shetland in 2007 was:

*"To develop an effective, efficient, safe and reliable transport system for Shetland. The transport system will comprise an integrated network of accessible and affordable internal, inter-island and external links, which will contribute to the development of a safe, healthy, vibrant and inclusive society, a diverse, successful and self-sufficient economy, and enhanced environmental quality"*

The stage 2 participants agreed that the above vision has served its purpose well but felt that a more succinct and concise vision is needed for the future.

It was felt that the vision needed to be clear about the vital role of transport as an enabler. In addition, the participants agreed that all the key issues raised in stage 1 of the refresh fall within one or more of the three realms: economy, community and environment. The resulting more succinct and concise vision is suggested:

*To develop travel and transport solutions for Shetland which underpin our Economy, support our Communities and conserve our Environment*

The 2007 vision encompassed 8 working principles: Sustainability; Accessibility & Inclusion; Accountability; Partnership; Evidence-Based; Efficiency; Compliance; Environmental Responsibility. Although the proposed new vision statement does not mention each of these concepts by name, it is believed that each of the 8 is either inherent in the new vision or continues to represent an obligatory condition for ZetTrans' operation.

It is vital that the Shetland Transport Strategy both fits in with and informs other key policies and strategies at local and national level. The realms of economy, community and environment directly mirror three of Scotland's 4 National Planning Outcomes (NPOs). The fourth NPO, connectivity, includes transport and ties in with this document and its vision of transport as a key enabler.

## CURRENT TRANSPORT PROVISION

This section briefly summarises the current transport provision in Shetland. The FINAL refresh document will include appendices containing key data and reference sources relating to this section together with any additional content deemed necessary.

Shetland's location and geography mean that it forms a totally self-contained geographic entity. All the public services and utilities are contained within the land-sea border – there is no overlap with neighbouring authorities. This is a relatively unique situation within the UK and makes it relatively easy to assess and meet local transport needs. Transport within and between the islands is managed and provided locally. With a population of just over 23,000 spread over 15 inhabited islands, 100 miles long within a 1,800 mile coastline however, providing and maintaining the necessary air, sea and road transport infrastructure results in high per capita costs.

Car ownership in Shetland is one of the highest in the UK but Shetland has a good bus network. Lerwick is the main service centre in Shetland and it is possible to commute to Lerwick by bus for a 9-5 work-day, and at lunch times, 6 days a week from most parts of Shetland. Outwith Lerwick, the main service centres are Brae, Scalloway and Sandwick and it is possible to commute locally to these centres by bus for a 9-5 work-day, and at lunch times, 6 days a week. Most outlying rural areas have a local, sometimes demand-responsive, shopping service 1 or 2 days a week. In addition, there is a regular bus service linking Lerwick to the airport at Sumburgh. All bus services are paid for by public subsidy and all fare revenue is retained by the Council. Inter-island air and ferry services are operated by, or under contract to, the Council.

Lifeline air and sea transport to and from the islands for locals, visitors and freight is funded, managed and provided by external bodies over which the people of Shetland have historically had limited influence or control. There is little or no competition in the provision of these links and costs are high. These costs impact tangibly on the cost of living in Shetland, the cost of visiting the islands and the cost of doing business. The reliance on lifeline links also results in the relatively unusual position of the transport services and infrastructure being shared more equally between freight and passengers.

Shetland is linked by air from Sumburgh to Aberdeen, Edinburgh, Glasgow, Inverness and Kirkwall. There are also summer flights to Bergen. This service is operated on a commercial basis but registered Shetland residents do receive a 50% fare discount for leisure journeys via the Air Discount Scheme (ADS). There is also an airport at Scatsta which operates charter flights for the Oil and Gas Industry. The ferry service between Lerwick, Aberdeen and Kirkwall is operated under public subsidy. The service operates over night and takes 12 hours each way. Registered Shetland residents and their friends and family get a 30% discount on passenger and vehicle fares.

Shetland is however, identical to the rest of the developed world in that those without access to private transport must rely on public transport if they wish to access work, training, shops, leisure, health and other services. The groups affected are those who cannot drive or have given up driving. This typically includes: anyone under 16, older people and people with disabilities. All those who cannot afford to buy and run a car or motorcycle are also reliant on public transport.

The Shetland Place Standard consultation in June/July 2016 received 975 responses across Shetland and Public Transport was highlighted as the number 1 priority for improvement. The consultation covered a total of 14 themes, 2 of which relate directly to this report: Public Transport and Moving Around. All respondents were invited to add comments to explain why they had prioritised particular themes for improvement. Analysis of these comments has been used to draw up a list of the key issues raised.

The key Public Transport issues (In, to and from Shetland) were:

- Frequency of bus and ferry services
- Affordability of transport
- Location and quality of bus stops and shelters
- Ease of use of timetables and service information
- Integration between services – including between bus and ferry and air
- Access to health facilities
- Parking at ferry terminals

The key Moving Around (In Shetland) issues were:

- Significant comment on the need for new and improved safe cycle and walking access to promote active travel – in both rural and urban areas
- Perceived detrimental effect of traffic speed on the safety of walking and cycling
- Requirement for more seating and shelter for walkers and cyclists along key routes

Shetland Islands Council's vision highlights Quality Transport Services and Independent Older People as two of its top 5 priorities in its "Our Plan 2016/20" document. The document also specifies 5 focal areas:

- Young people
- Older people
- Economy & housing
- Community strength
- Connection & access

All of the issues highlighted in the Council's 2016/20 plan are compatible with the proposals in this document. They, along with the SPS findings, have been crucial in identifying the Main Issues to be addressed by ZetTrans.

Outwith the local situation, Shetland continues to face many of the same travel and transport issues that other areas encounter. Namely:

- The need to reduce carbon generation
- Increased car ownership and use
- A fall in the number of bus passengers, although the decline appears to have levelled out in Shetland
- Budgetary cost pressures
- Declining levels of physical activity

In seeking to identify the Main Issues, the refresh process has also taken full account of these factors, and the policies of the bodies charged with addressing them.

## MAIN ISSUES

The stage 2 participants suggested a synthesis of their own comments and the comments recorded by the Stage 1 consultation exercise. This, together with full consideration of the issues identified in the previous section, led to a total of 6 main issues being proposed. The table in this section details these.

ZetTrans can seek to maintain and enhance Shetland's transport provision by engaging in 3 distinct ways: on its own account, in partnership with others; through influencing others. The table in this section also details which approach is best suited to addressing each of the Main Issues.

Proposed Main Issues	Approach	Detail	Scottish Government Objective	National Transport Strategy Objective
<b>Lifeline Transport</b>	Working in partnership and through influence	To maintain, improve and expand the affordability, availability, flexibility and reliability of Shetland's lifeline transport links for both freight and passengers.	Wealthier, Fairer	Economic growth / Social inclusion
<b>Transport Robustness</b>	Working alone, in partnership and through influence	To enable, develop and promote community, commercial and flexible transport solutions when and where appropriate. To ensure the transport sector provides safe, inclusive and attractive travel options.	Stronger, Wealthier	Environment / Integration / Economic Growth / Safety
<b>Community Support</b>	Working in partnership	To support all of Shetland's communities by securing equitable access to employment, training, leisure, and services.	Fairer, Stronger	Social Inclusion
<b>Integration Support</b>	Working alone and in partnership	To support improved integration in ticketing, information and transport services.	Smarter, Fairer	Integration
<b>Behavioural Change</b>	Working in partnership	To enable and promote healthier, more sustainable and greener travel choices.	Healthier, Greener	Environment
<b>Change Management</b>	Working alone and in partnership	To plan for changes in legislation, transport demand, transport supply and transport funding by monitoring, recording and acting.	Smarter, Stronger	Environment / Economic growth / Social inclusion

## OUR OBJECTIVES

In the original Shetland Transport Strategy there were 5 groupings of objectives, mirroring the Scottish National Transport Strategy: Economy; Social Inclusion and Accessibility; Environmental Protection; Safety; Integration. Attached to these 5 groupings was a total of 33 individual objectives. It is proposed that a clearer, more succinct set of objectives should be specified. In turn, each of these strategic objectives will frame and inform the interventions and actions proposed by the Partnership. The FINAL report will cross reference the components of the agreed strategic objectives with relevant strategies and policies and consultee evidence.

The proposed new objectives have been further informed and framed by Shetland's *Commission for Tackling Inequalities*. The Commission reported its findings in March 2016 identifying 3 main dimensions to socio-economic inequalities in the context of Shetland:

1. The money we have – this links to the role of transport in supporting the local economy, the financial climate and issues regarding the cost and affordability of transport
2. The people we are – this links to the role of transport in enabling full participation in society by providing access to employment, training, health, social and recreational activity
3. The places we live – this links directly with the need to respect and conserve the environment and the enabling role of transport in supporting varied, balanced and sustainable communities

All 3 of these socio-economic dimensions require us to ensure that distance is not a barrier to accessing opportunities. Linking the findings of the refresh stages to the Commission, and connecting them back to both the 2008 and the proposed new visions, the following 3 strategic objectives are proposed:

### Strategic Objective 1

*To underpin Shetland's economy by enabling individuals to access employment and training and businesses to access labour markets, customers and suppliers*

This strategic objective maps to the Local Outcome Improvement Plan (LOIP).

*LOIP Outcome D: Shetland has sustainable economic growth and all our people have the chance to be part of island life.*

### Strategic Objective 2

*To support Shetland's communities by enabling individuals, families and localities to thrive socially, physically and economically*

This strategic objective maps to the Local Outcome Improvement Plan (LOIP).

*LOIP Outcome B: We live longer healthier lives and people are supported to be active and independent throughout adulthood and in older age*

*LOIP Outcome C: Shetland is a safe place to live for all our people, and we have strong, resilient and supportive communities*

## Strategic Objective 3

*To conserve Shetland's environment by enabling the reduction of detrimental transport impacts on Shetland's unique natural resources*

This strategic objective maps to the Local Outcome Improvement Plan (LOIP).

*LOIP Outcome E: We deliver all our services in an environmentally sustainable manner to safeguard and enhance our outstanding environment which underpins all our actions and our economic and social well-being*

It is intended that the Partnership's Key Performance Indicators (KPIs) will contribute to quantifying to what extent the 3 strategic objectives are being delivered. Furthermore, it is necessary to emphasise that, although the focus of the proposed vision and objectives is on Shetland and Shetlanders, the references to the economy, customers and markets are fully intended to include the tourism industry and therefore address the needs of visitors. Equally, all references to the *transport system* are inclusive of both freight and passengers.

### PROPOSED INTERVENTIONS

Prior to further consultation:

It is proposed that, in the FINAL report, interventions designed to address the Main Issues be outlined here including outline information on how they will be undertaken. A separate Delivery Plan will detail targets, goals and timescales. Funding and cost information will also be included if relevant. The Delivery Plan will also describe monitoring and reporting criteria.

It is also proposed that, in the FINAL report, a table be presented here demonstrating the relevance of the proposed interventions and summarising how they match ZetTrans' new vision, strategic objectives and relevant external policy goals. Additional information linking activity to the objectives of other key documents will also be included.

In refreshing its objectives, delivering *Equity* is the overriding consideration for ZetTrans and the final strategy will develop this key issue and detail a pragmatic approach for ensuring interventions are delivered equitably.

## SUMMARY TABLE

### To develop travel and transport solutions for Shetland which underpin our Economy, support our Communities and conserve our Environment

<b>STRATEGIC OBJECTIVE 1</b> To underpin Shetland's economy by enabling individuals to access employment and training and businesses to access labour markets, customers and suppliers		<b>STRATEGIC OBJECTIVE 2</b> To support Shetland's communities by enabling individuals, families and localities to thrive socially, physically and economically		<b>STRATEGIC OBJECTIVE 3</b> To conserve Shetland's environment by enabling the reduction of detrimental transport impacts on Shetland's unique natural resources	
<b>LOIP Outcome D</b> Shetland has sustainable economic growth and all our people have the chance to be part of island life.		<b>LOIP Outcome C</b> Shetland is a safe place to live for all our people, and we have strong, resilient and supportive communities	<b>LOIP Outcome B</b> We live longer healthier lives and people are supported to be active and independent throughout adulthood and in older age	<b>LOIP Outcome E</b> We deliver all our services in an environmentally sustainable manner to safeguard and enhance our outstanding environment which underpins all our actions and our economic and social well-being	
Lifeline Transport	Transport Robustness	Community Support	Integration Support	Behavioural Change	Change Management

Proposed Main Issues	Approach	Detail	Scottish Government Objective	National Transport Strategy Objective
<b>Lifeline Transport</b>	Working in partnership and through influence	To maintain, improve and expand the affordability, availability, flexibility and reliability of Shetland's lifeline transport links for both freight and passengers.	Wealthier, Fairer	Economic growth / Social inclusion
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<b>Behavioural Change</b>	Working in partnership	To enable and promote healthier, more sustainable and greener travel choices.	Healthier, Greener	Environment
<b>Change Management</b>	Working alone and in partnership	To plan for changes in legislation, transport demand, transport supply and transport funding by monitoring, recording and acting.	Smarter, Stronger	Environment / Economic growth / Social inclusion

**From:** [john.h.johnson@shetland.gov.uk](mailto:john.h.johnson@shetland.gov.uk)  
**To:** [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** RE: Disabled Parking Spaces  
**Date:** 10 May 2017 15:33:50

---

Dear Marie

Thank you for your enquiry regarding disabled parking spaces at 25 & 27 Cheyne Crescent.

The space at No.25 is still required and have instructed the DLO to paint a disabled space outside the property.

The space at No.27 however is no longer required and the sign will be removed.

Regards

John Johnson

---

**From:** Johnson John H@Roads Service  
**Sent:** 08 May 2017 09:03  
**To:** Sandison, Marie  
**Subject:** RE: Disabled Parking Spaces

Hi Marie

Thanks for this information I will get onto this in the next few days.

Regards

John Johnson

---

**From:** Clerk to Lerwick Community Council [<mailto:clerk@lerwickcc.org.uk>]  
**Sent:** 03 May 2017 09:50  
**To:** Johnson John H@Roads Service  
**Subject:** Disabled Parking Spaces

Dear John,

Please find attached letter, for your attention.

Regards,  
Marie

--

Marie Sandison  
Clerk  
Lerwick Community Council

**From:** [Christena Irvine](#)  
**To:** [Clerk to Lerwick Community Council](#)  
**Subject:** RE: Stalls at Harrison Square  
**Date:** 29 May 2017 13:02:24

---

Hi Marie,

The markets were designed to be cost neutral to Living Lerwick as it is not fair to expect members who have to pay for their premises all year round to subsidise people to trade from market stalls on only the busiest days. The hire fee for the pop-up stalls was originally £30 per stall. This just covered our costs of public entertainment licenses, promoting the stalls and Derek erecting them and taking them down.

Since the initial markets, the SIC Roads department introduced an unexpected new charge for occupying the space, which pretty much doubles our costs. This makes the whole thing unworkable as nobody is going to pay £60 to hire a stall for a day. We have not offered market stalls since this happened in 2014, so there are no uptake figures. SIC Roads were made aware that these costs killed the street market project but they are sticking with it. We could not continue with the project as we cannot justify funding the difference between what the reality is and what people may expect to pay using our members money.

Kind regards  
Christena

---

**From:** Clerk to Lerwick Community Council [mailto:clerk@lerwickcc.org.uk]  
**Sent:** 29 May 2017 11:16  
**To:** Christena Irvine <manager@livinglerwick.co.uk>  
**Subject:** Stalls at Harrison Square

Dear Christena,

I'm just following a query raised at the May meeting of LCC.

A member suggested that the hire fee for the pop-up stalls at Harrison Square was a little excessive and perhaps why there was so little up take.

Can you supply the information on costs and up take and indicate if this is the case?

I look forward to hearing from you.

Regards,  
Marie

--

Marie Sandison  
Clerk  
Lerwick Community Council

Tel: 07762 017828

# LERWICK COMMUNITY COUNCIL

## Core Funding Financial Report as at 29 May 2017

<u>INCOME</u>	£	£
Balance at at 1 April 2017		4,615.68
SIC Core Funding Grant 2017-18		20,923.00
SIC Community Development Funds (Distribution & Project)'17/'18		4,000.00
Sale of Town Hall Guides		0.00
Paths for All Grant - Staney Hill Sign (additional funding)		400.00
		29,938.68

<u>EXPENDITURE</u>	£	£
Office Costs	-106.79	
Employment Costs	1,597.20	
Administration	261.97	
Accountancy	0.00	
Misc.	213.10	
Grants/Projects	754.80	
CDF Distrib & Projects	0.00	
(Grant '16/'17)	2,000.00	
		4,720.28
		<b>25,218.40</b>

<u>REPRESENTED BY</u>	£	£
Bank Balance as at 29.05.17		25,252.70

### Indication of Free Funds:

Main Annual Running Costs - Amended Forecast - £15,458.20		
Amended Budget Remaining	13,502.72	
Annual Grants & Projects Amended Forecast £1,570.00		
Amended Budget Remaining	1,570.00	
<b>Committed Funding:</b>		
PB Event September (to be ratified)	2,000.00	
		17,072.72
<b>Estimated Free Funds</b>		<b>8,145.68</b>

Pd 29/05/17.

# FRANK L JOHNSTON SHETLAND LTD

## CONTRACTORS PLANT HIRERS ROCK DRILLING & BLASTING

Green Acres, Gott, Shetland ZE2 9SG

Tel/Fax: 01595 840 605

[frank.johnston@btconnect.com](mailto:frank.johnston@btconnect.com)



Clerk to Lerwick Community council  
Mrs Marie Sandison  
Lerwick

Invoice 11657

Order no

Date	13/05/2017	Description	Quantity	Price	Value
------	------------	-------------	----------	-------	-------

Erecting sign pole at Sandy Loch /Cunningham way

Labour £ 200.00

Plant £ 28.00

Materials £ 35.00

SUB TOTAL

£ 263.00

Vat @ 20%

£ 52.60

TOTAL DUE

£ 315.60

Vat Reg No 296 9684 75

Company Registered in Scotland No.66562

Terms- Strictly 28 Days

BACS Acc: 00460875.

Sort Code: 80-08-82



CONTRACTORS HEALTH & SAFETY ASSESSMENT SCHEME  
Accredited Contractor  
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## **Draft Minutes Projects & Funding Meeting Monday 15 May at 5.15pm**

Present: Mr Jim Anderson, Mrs Averil Simpson, Ms Karen Fraser, Mr Stewart Hay, Mr Andy Carter, Mr Damien Ristori, Mr Willum Spence and Mrs Marie Sandison (Clerk)

### **Lerwick Circular Walk**

Discussion took place regarding the £1K Community Development Fund awarded to LCC for a scoping report looking into the circular pathway route around Lerwick.

Members suggested contacting and involving other people and organisations to avoid duplication and 're-inventing the wheel'. Mr Kevin Serginson, Shetland Amenity Trust, and the Roads department were mentioned.

Funding would provide clerk's time, maps, plans and photographs for putting together a report.

Discussion ensued on developing a route around the town with identifying the risks and liaison with organisations and companies.

It was agreed to meet with Kevin Serginson first who would answer any questions and advise them.

Further discussion followed on what the report would enable with various possibilities including leaflets, an App, physical work with signs and further plans.

LEADER 2 funding was suggested as being available to take this forward.

Footprints were suggested as a way of showing a walking route.

Discussion took place about how cruise liner visitors could navigate through the difficult parts of the town. The new pier at Holmsgarth was mentioned with a possible safe walking route signposted and leading along the North Road and avoiding Hays and Streamline.

It was agreed to discuss these ideas with Kevin Serginson and see what he thought. He would perhaps have information on what had been looked at over the last few years and identify gaps.

Various routes from the town were discussed heading out towards Westerloch, Seafield, Sound, and Grottie Buckie. Walks showing long and short distances and advising on accessibility levels were suggested and the benefit of having a phone app or interpretive boards with further information.

It was agreed that Jim would organise a meeting with Kevin Serginson and Andy, Averil, Karen, Stewart, and Damien offered to attend. **(Action: Chairman)**

The NHS had leaflets on walking around Lerwick and a book 'Lerwick & Orkney' had a section on Lerwick. These would be investigated. **(Action: Clerk & Members)**

## **PB Event**

The community council had received £3K from the CDF for a PB Event.

Jim explained that this would be a smaller event than last time and suggested something similar to the recent Community Choices PB Initiative.

Pat said that the software had been bought by the council for the community choices event and was to be rolled out to groups to use. She said it had been a trial and lessons had been learnt with that information coming soon. Mrs Vaila Simpson could be contacted. **(Action: Clerk)**

It was agreed that the social aspect was good with the community coming together.

Jim suggested stalls in Islesburgh which would allow folk to come out and have an interesting morning and enjoy a cup of tea.

Pat said it was interesting that the children at Sandwick recently had enjoyed the paper voting system.

Karen suggested that as it was a smaller amount, to keep it simple, promoting it on the website and FB.

Discussion took place about the funding and how it would be shared. It was suggested that a minimum amount of £500 up to perhaps £1k, £1.5K or £2K. The community council wanted to contribute £2k towards the PB funding and this was to be ratified at the June meeting. **(Action: Clerk)**

It was suggested to hold the event before the October holidays with Saturday 30<sup>th</sup> September suggested as a possible date. Members were to think about having a theme with Health & Well-being suggested.

Meeting ends.

**Next meeting to be arranged.**

# SHETLAND ISLANDS AREA LICENSING BOARD

Clerk: Jan-Robert Riise  
Depute Clerk: Susan Brunton

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

Marie Sandison  
Lerwick Community Council Clerk  
Stouts Court  
Lerwick  
Shetland

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

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

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

Your Ref: -  
Our Ref: SI/PREM/133 PW/AM

Date: 27 April 2017

By email: [clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)

Dear Madam

**Licensing (Scotland) Act 2005**  
**Application for Variation of Premises Licence**  
**Paparazzi Bistro, 88 Commercial Street, Lerwick, Shetland, ZE1 0EX**  
**Closing Date for any Objections or Representations: Monday 22 May 2017**

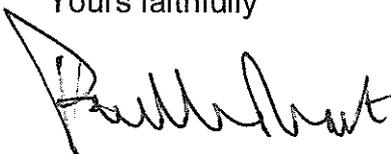
Shetland Islands Area Licensing Board has received an application for variation of a premises licence under the above Act and is obliged to give notice of the application to the relevant community council. I therefore attach a notice of the application received.

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

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

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

Yours faithfully



Assistant Clerk to the Licensing Board

Enc

Assistant Clerks to the Licensing Board: Keith Adam Paul Wishart

## LICENSING (SCOTLAND) ACT 2005

### PREMISES LICENCE VARIATION APPLICATION

Applicant's Name	Name & Address of Person (if any) representing the applicant	Name & Address of Premises to which application relates	Whether for sale of alcohol for consumption on the premises, off the premises, or both	Proposed Variation	Date by which objections or representations may be made to the Board
Monterey Jacks Lerwick Ltd Cumbernauld House Cumbernauld Glasgow G67 3JG	Macdonald Licensing 21a Rutland Square Edinburgh EH1 2BB	Papparazzi Bistro 88 Commercial Street Lerwick Shetland ZE1 0EX	Both on and off the premises	Increase hours when alcohol will be sold for consumption on the premises (currently 11am-Midnight all days) and add hours when alcohol will be sold for consumption off the premises (currently no off-sales provision)  <u>On the Premises:</u> Monday: 11am-1am Tuesday: 11am-1am Wednesday: 11am-1am Thursday: 11am-1am Friday: 11am-1am Saturday: 11am-1am Sunday: 11am-1am  <u>Off the Premises:</u> Monday: 11am-10pm Tuesday: 11am-10pm Wednesday: 11am-10pm Thursday: 11am-10pm Friday: 11am-10pm Saturday: 11am-10pm Sunday: 11am-10pm	22 May 2017

Applicant's Name	Name & Address of Person (if any) representing the applicant	Name & Address of Premises to which application relates	Whether for sale of alcohol for consumption on the premises, off the premises, or both	Proposed Variation	Date by which objections or representations may be made to the Board
Monterey Jacks Lerwick Ltd	Macdonald Licensing	Paparazzi Bistro	Both on and off the premises	<p>Amend Operating Plan to include Indoor/Outdoor Sports as an activity;</p> <p>Amend Operating Plan to include Outdoor Drinking Facilities as an activity and amend Layout Plan to show same;</p> <p>Amend Operating Plan to include deliveries (which may include alcohol);</p> <p>Delete reference to implementation of a Challenge 21 Scheme and substitute it for a Challenge 25 Scheme;</p> <p>Change name of premises to 'Monterey Jacks'.</p>	22 May 2017

**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); [roads.traffic@shetland.gov.uk](mailto:roads.traffic@shetland.gov.uk);  
[clerk@lerwickcc.org.uk](mailto:clerk@lerwickcc.org.uk)  
**Subject:** Planning Consultation - 2017/130/PPF  
**Date:** 10 May 2017 16:28:39

---

Dear Sir/Madam,

<b>Planning Ref:</b> 2017/130/PPF
<b>Proposal:</b> To create a self storage facility by siting steel storage containers on an existing site, 2 metre high security fence, access tracks and surface water drainage system
<b>Address:</b> Staney Hill Industrial Estate, Lerwick, Shetland .ZE1 0QY
<b>Applicant:</b> Mr Erik Robertson
<b>Date of Consultation:</b> 10 <sup>th</sup> May 2017

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 28 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 28 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

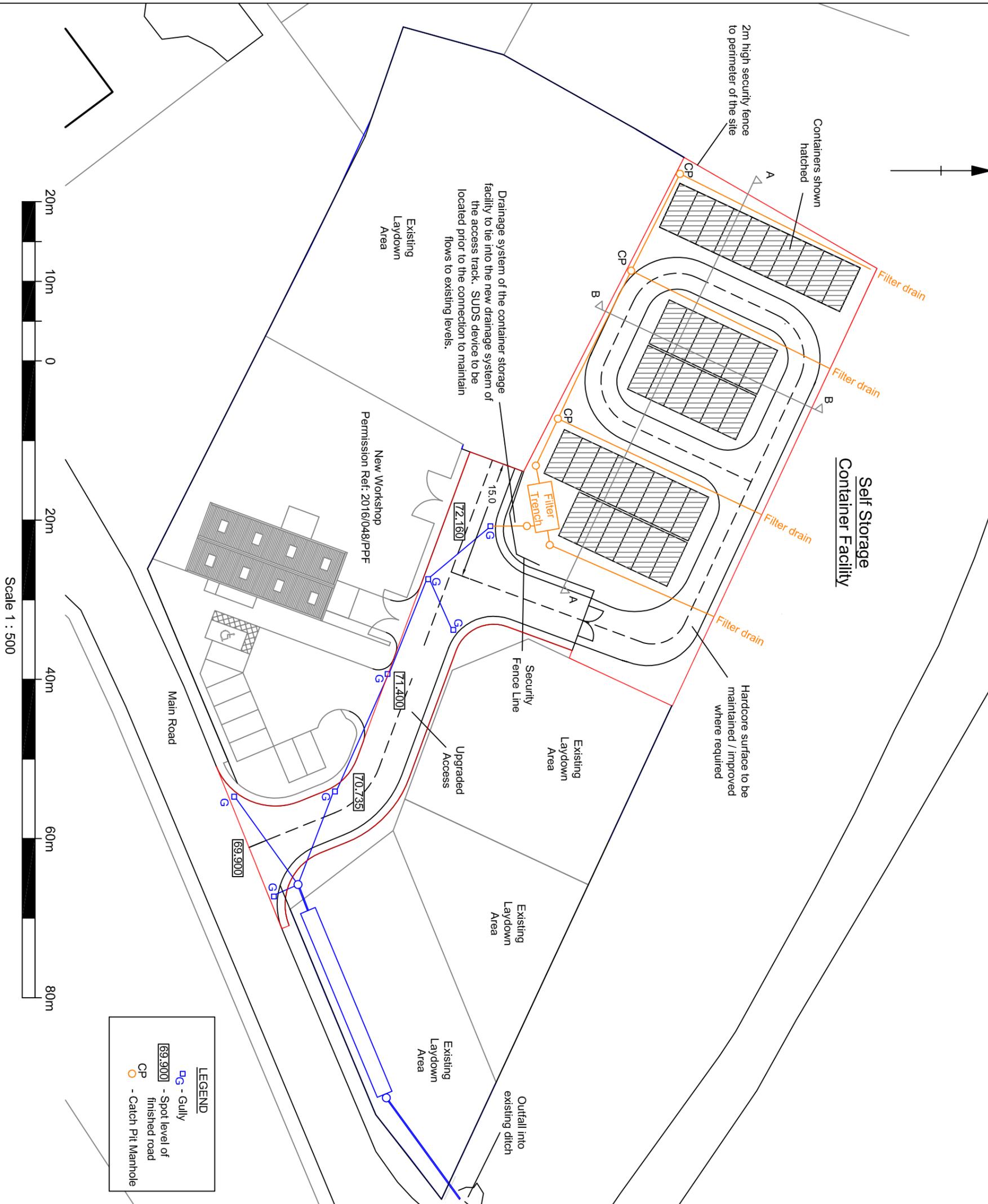
Shetland Islands Council

8 North Ness Business Park

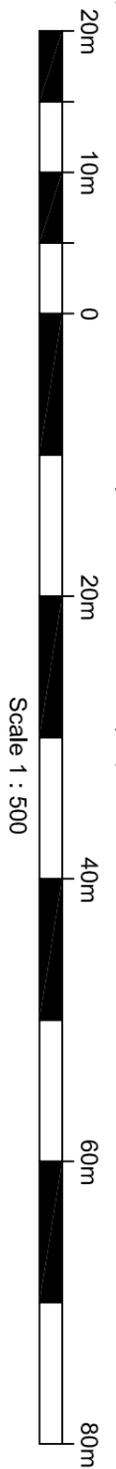
Lerwick

ZE1 0LZ

North



LEGEND	
	69.900 - Spot level of finished road
	CP - Catch Pit Manhole



### NOTES

**Access**  
The access to the site shall be via the newly upgraded access track for the workshop under approved planning application 2016/048/PPF. The access on the site shall be on the existing or improved hardcore surface. Access tracks shall have a minimum width of 4m with 2m wide strips between the tracks and the containers. A one way system shall operate at the facility.

**Fencing**  
A 2m high security fence shall surround the facility and locked gates shall be provided at the site entrance. It is proposed to install a job entry system on the gate for users of the facility.

**Drainage**  
All drainage assessments and calculations have been carried out inline with C174 C697 and to local development guidelines.

The change in surfaces for the proposed development are as follows: The existing location for the development is compacted hardcore and has a runoff coefficient of 0.75. The proposed facility shall keep the hardcore surface and steel containers shall be positioned on the site. The total area of the steel containers on the site is 553m<sup>2</sup>. It is assumed that the containers shall have a runoff coefficient of 0.9 - this has been used for the calculations. The drainage case has been taken as a 1 in 200 year event for a 1 hour duration as this has given the most intense event. The design rainfall figures have been increased by 20% to allow for climate change. The calculations have given a maximum flow rate of 1.8l/s with a storage requirement of 9m<sup>3</sup>. An orifice plate of 50mm (at a head of 150mm) shall be fitted to the outfall of the filter trench to ensure a maximum flow rate of 1.8l/s. The storage shall be provided by a filter trench with dimensions 3m wide x 1m deep x 6m long, constructed from a clean 25-75mm stone. All drainage runs shall be stone filter trenches consisting of 100mm diameter perforated pipe and 25-75mm clean stone. Rodding eyes and catch pit manholes shall be provided to ensure the system can be maintained as required.

There is no requirement for foul drainage on the site.

Rev	Revision Description	By	Date
B	Revised redline	EJR	28/04/17

### Project

**Proposed Self Storage Container Facility - Stanley Hill Industrial Estate, Lerwick**

By  
**EMN Plant Ltd**

**Received  
9th May 2017**

Drawing Title

**Proposed Site Plan**

Drawing No.	Revision	Scale
045-011	B	1:500

Drawn By:	Date	File No.	Reviewed By
EJR	April 17	-	EJR



**Surveying / Setting Out / Drafting  
Planning Applications / Site Engineering**

Sella Ness  
Graven  
Shetland, ZE2 9UP

www.emnplant.co.uk  
Tel: (01806) 242 882  
Fax: (01806) 242 887

## Clerk to Lerwick Community Council

---

**From:** development.management@shetland.gov.uk  
**Sent:** 15 May 2017 11:43  
**To:** Planning.Flooding.Drainage.Coastal@shetland.gov.uk; roads.traffic@shetland.gov.uk; clerk@lerwickcc.org.uk; Planningconsultations@scottishwater.co.uk  
**Subject:** Planning Consultations 2017/132/PPP

Dear Sir/Madam,

<b>Planning Ref:</b> 2017/132/PPP
<b>Proposal:</b> Erect dwellinghouse (Planning Permission in Principle)
<b>Address:</b> Wasterhus, Upper Sound, Lerwick, Shetland, ZE1 0DH
<b>Applicant:</b> Michael John Stansbury
<b>Date of Consultation:</b> 15 May 2017

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  
Train Shetland, North Gremista Industrial Estate  
Lerwick  
ZE1 0LZ



## Clerk to Lerwick Community Council

---

**From:** development.management@shetland.gov.uk  
**Sent:** 10 May 2017 12:30  
**To:** Planning.Flooding.Drainage.Coastal@shetland.gov.uk; roads.traffic@shetland.gov.uk; clerk@lerwickcc.org.uk; Planningconsultations@scottishwater.co.uk  
**Subject:** Planning Consultations 2017/149/PPF

Dear Sir/Madam,

<b>Planning Ref:</b> 2017/149/PPF
<b>Proposal:</b> Construction of 2 storage units, with external storage and parking areas
<b>Address:</b> North Gremista Industrial Estate, Lerwick, Shetland, ZE1 0PX
<b>Applicant:</b> Gary Smith & Partners And Venture Fishing Co Ltd
<b>Date of Consultation:</b> 10 May 2017

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/>

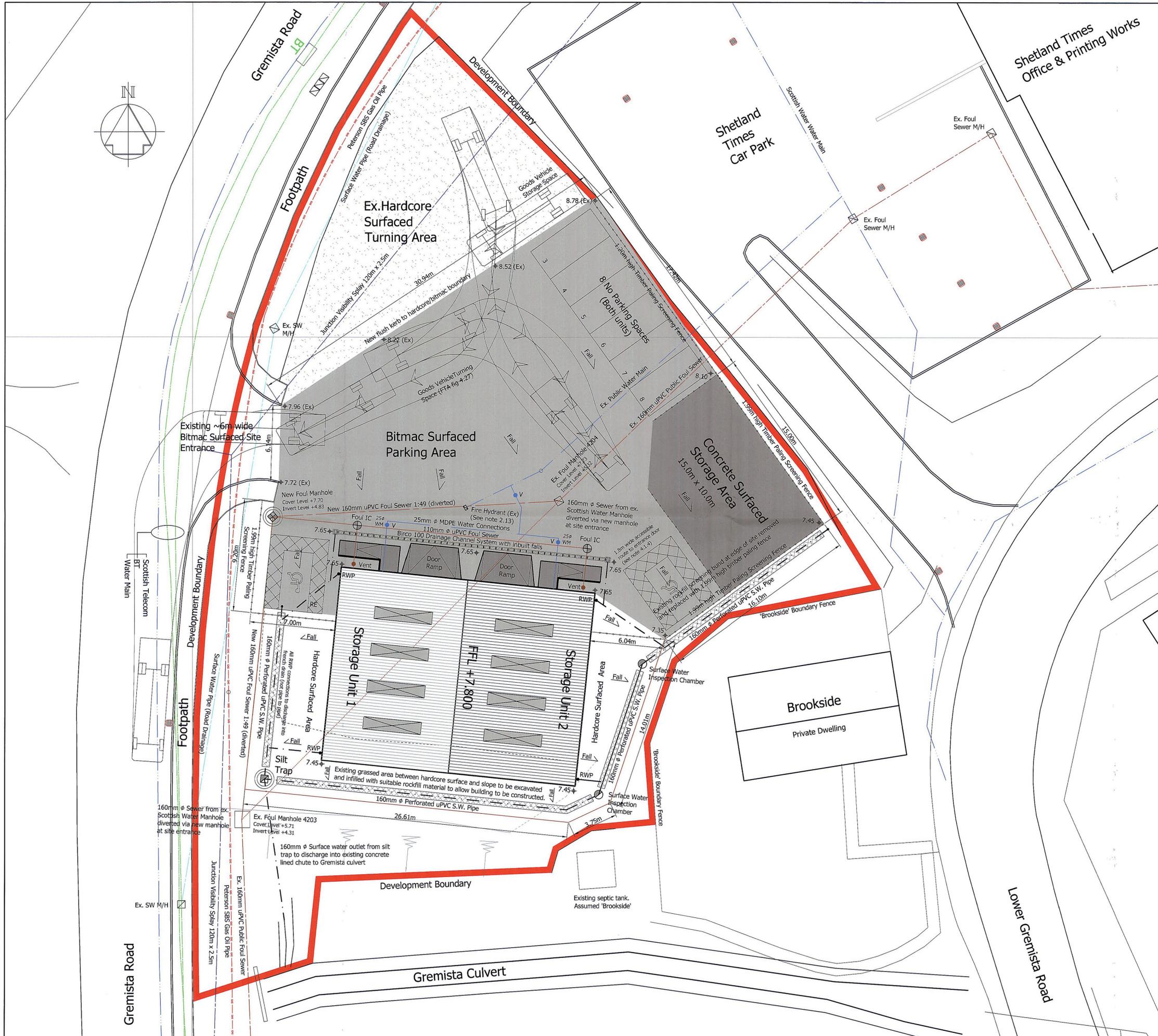
The consultation period is 14 days, but if you have any queries please contact Marion Bryant, Support Officer on [development.management@shetland.gov.uk](mailto:development.management@shetland.gov.uk) or 01595 744864.

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  
Train Shetland, North Gremista Industrial Estate  
Lerwick  
ZE1 0LZ



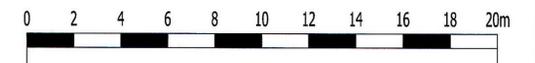
- Regulation 13: Heras fencing to be provided prior to works commencing to separate the works from the public road.
- Regulation 14: Any adjacent footpath shall be regularly cleaned and kept clear from building debris and related material.
- Regulation 15: The building is to be properly secured against unauthorised access at times when building works are not in progress.
- 2.13 Hydrant to be constructed in accordance with BS750:2006 and connected to public water service pipe capable of delivering water at a flow rate of at least 1500 litres per minute. Fire hydrant should be clearly indicated by a plate, affixed nearby in a conspicuous position, in accordance with BS5351:1976
- 3.6.3 Surface water discharge to culvert is via attenuation and treatment devices as noted on drawings.
- 4.1.4 1.8m wide route from car parking spaces to entrance door into building. For safety and convenience in use, the bitmac surface of the accessible route is to be firm, uniform and of a finish that will permit ease in manoeuvring. It should provide a degree of traction that will minimize the possibility of slipping taking into account both anticipated use and environmental conditions. The bitmac surface of the accessible route is to have a profile that will not offer a trip hazard or result in standing water.
- 4.4.2 Children are not anticipated around this building, therefore protective barriers have not been designed to prevent the passage of a 100mm sphere.
- 4.8.3 Safe cleaning of windows. Fall arrest system specified to roof of building which takes into account access to rooflights. Internally should the need for cleaning of the opaque rooflight be required they will be undertaken using a portable lifting platform in accordance with Annex C3 of BS 8213: Part 1: 2004. The hot water cylinders have a capacity of less than 15 litres.
- 4.9 No vehicle protective barriers are required as no level differences are located to this building.
- 6.10 The heated area of the building (toilet, mess room and drying room) have an area less than 50m<sup>2</sup>, therefore standard 6.1 does not apply.
- 6.25 No station penetrations area proposed to the heated section of the building. Thermal bridging of timber elements as been taken account of in the u-value calculations.
- 6.40 Pipes and ventilation ducts to be insulated against heat loss in accordance with the environmental thickness given in BS 5422:2001
- 6.50 All internal lighting to be designed to not less than 55 luminaire lumens per circuit-watt. Light to be controlled by means of manual switching.
- 7.1.1 The heated area of the building (toilet) have an area less than 50m<sup>2</sup>, therefore standard 7.1 does not apply.

SHETLAND ISLANDS COUNCIL  
PLANNING  
08 MAY 2017  
PASS TO ACTION

**Site Plan**

Scale 1: 150

All levels shown are to Ordnance Datum



**Devotion LK801 & Venture LK641**  
**New Storage Units, Gremista, Lerwick**  
**Site Plan**

SCALE: As Shown	DATE: April 2017	DRAWN: JJM
DRG No: 2017/D & V_03	REV: Planning	

## Clerk to Lerwick Community Council

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**From:** development.management@shetland.gov.uk  
**Sent:** 09 May 2017 14:31  
**To:** clerk@lerwickcc.org.uk  
**Cc:** Dale.Hunter@shetland.gov.uk  
**Subject:** Planning Re-Consultation 2016/417/PPF

**Categories:** Red Category

Dear Sir/Madam,

<b>Planning Ref:</b> 2016/417/PPF
<b>Proposal:</b> To demolish existing glazed entrance link and form new entrance, central reception area and additional fitness gym, together with improvements to external access and landscaping
<b>Address:</b> Clickimin Centre, North Lochside, Lerwick, Shetland, ZE1 0PJ
<b>Applicant:</b> Shetland Recreational Trust
<b>Date of Re-Consultation:</b> 9 May 2017

Following on from your previous consultation response raising concerns regarding use of the junction at the Clickimin Complex, we concluded that there was a conflict of the proposed development with the development plan in terms of prioritisation of transport users and met with the agent to discuss the proposal. Subsequently amended plans were submitted which includes secondary access facing Lochside. I would appreciate any further comments you may have in relation to the amended plans and if it addresses the concerns in your previous consultation response

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<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



# Architects LLP

4 North Ness Business Park,  
Lerwick, Shetland. ZE1 0LZ  
Tel [REDACTED]  
Fax [REDACTED]  
e-mail: [REDACTED]  
[www.pjparchitects.co.uk](http://www.pjparchitects.co.uk)

**PROPOSED DEMOLITION OF EXISTING GLAZED ENTRANCE LINK AND REPLACEMENT WITH NEW ENTRANCE, CENTRAL RECEPTION AREA AND ADDITIONAL FITNESS GYM, CLICKIMIN LEISURE COMPLEX, LOCHSIDE, LERWICK ZE1 0PJ**

**Applicant: Shetland Recreational Trust (SRT)**

**Additional information to support application for planning permission:**

PJP Architects LLP received a request by email on 7 April 2017 to attend a meeting with Planning officers to discuss the issue of pedestrian connectivity to the east side of the building. A meeting took place on 19 April 2017 followed by a further meeting on 1<sup>st</sup> May 2017.

The main topics of discussion at these meetings were interpretation of Council Placemaking policy in relation to the application, and comments made by Lerwick Community Council in a letter dated 11 January 2017.

Following these meetings the proposals have been amended as shown on the following revised drawings:

866-02A	Site Plan
866-03A	Detailed Site Plan
866-04A	Plan

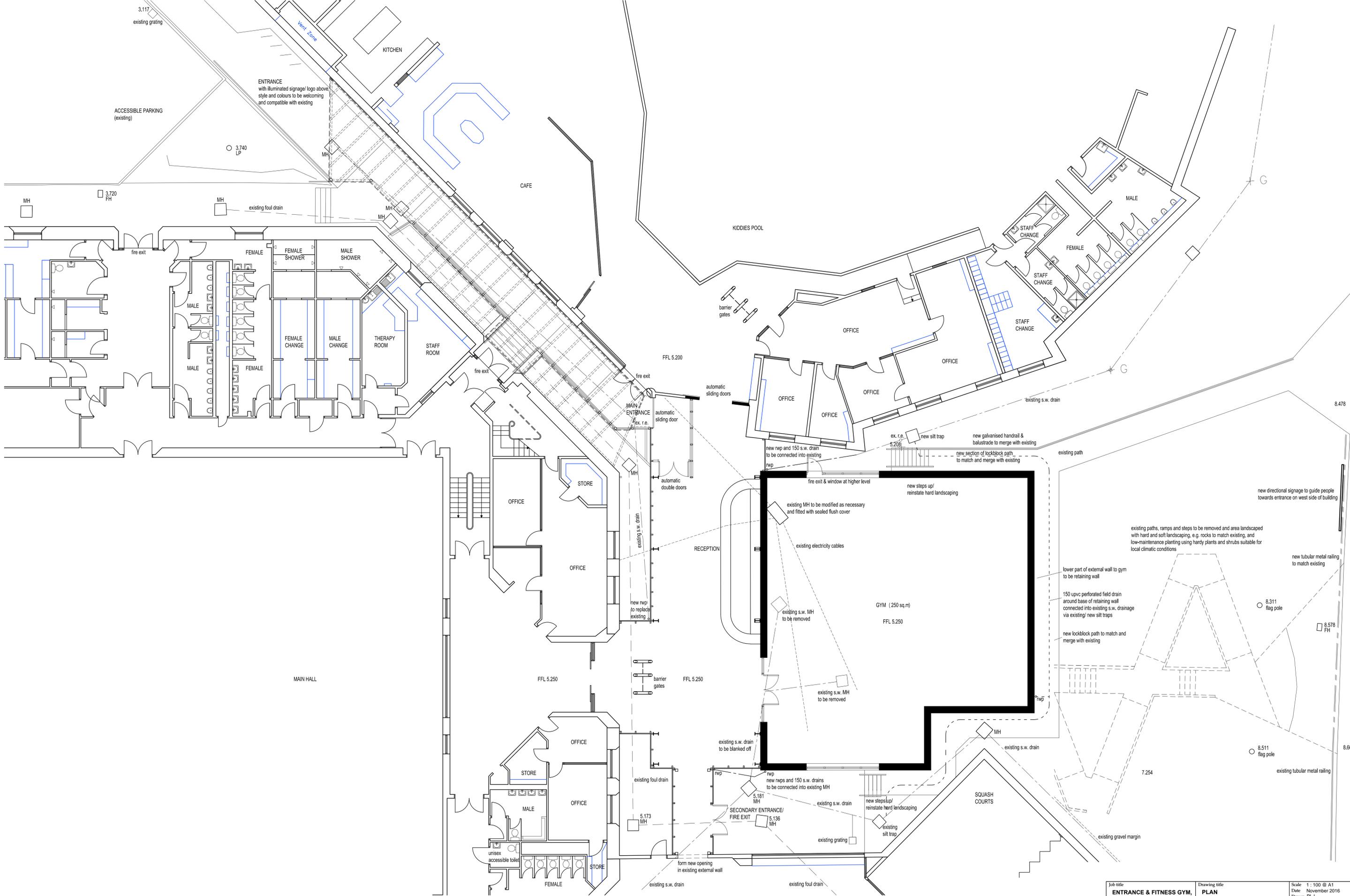
The amended proposals include provision of a secondary entrance via an external doorway on the east elevation originally designated as a fire exit. The external escape route from this doorway has also been upgraded to a hard surfaced path connecting to an existing path from Lochside. This would maintain pedestrian connectivity with the east side of the building, notwithstanding the availability of an existing footpath adjacent to the existing access road leading around to the main entrance on the west side of the building.

The operational management of the secondary entrance would be at the discretion of SRT as there are occasions where people entering the building from more than one entrance can present difficulties which are best resolved by the use of a single entrance.

The main entrance on the west side of the building is more convenient for the vast majority of visitors, including pedestrians and cyclists from the north and south who can use the recently provided links as noted by the Council's Roads Service in their consultation comments dated 11 January 2017.

The provision of a secondary entrance on the east side of the building retains the option for pick up/ drop off at Lochside, although the Council's Roads Service considers pick up/ drop off within the car park adjacent to the main entrance to be safer. Minor alterations to further improve vehicular circulation, pick up/ drop off and accessible parking within the existing car park are currently under consideration.

Members: Peter L. Johnson RIBA RIAS • Ian B Irvine RIBA RIAS  
Karen J Manson RIBA RIAS • Greg I Burgess MCABE ACIOB  
VAT Registration No: 415 8202 73



Job title <b>ENTRANCE &amp; FITNESS GYM, CLICKIMIN LEISURE COMPLEX</b>	Drawing title <b>PLAN</b>	Scale 1:100 @ A1 Date November 2016 Drawn PLJ
<b>866 04A</b>		

3 Sandy Loch Drive  
Lerwick  
Shetland  
ZE1 0SR

25 May 2017

Your ref HB/sm/CS/002

Mrs Helen Budge  
Director of Children's Services  
Shetland Islands Council  
Hayfield House  
Hayfield Lane  
Lerwick  
Shetland  
ZE1 0QD

Dear Mrs Budge

### NEW LERWICK SCHOOL

In a letter to me dated 10 May 2016, of the new school being built at Clickimin, you wrote that "As this is a relocation of the school, no change of name is being considered", a statement which struck me at the time as being more than a little disingenuous.

In the conspicuous absence of any comparable modern day Shetland philanthropist, Shetlanders have understandably lionised the man whose wealth founded a school on the Skerries, Anderson Educational Institute and the Widows' Homes. But should they?

Across the UK, buildings, streets and statues commemorate rich men who may have been philanthropists, but many were involved in unsavoury commercial activities which would be illegal today.

Bristol's Colston Hall will re-open in 2020 following its refurbishment, but will be renamed. It presently bears the name of a Bristol philanthropist, Edward Colston, who was one of Britain's most powerful slave traders. Throughout the US and among Europe's old colonial powers, the same renaming process is unfolding, but not all of these philanthropists were involved in the slave trade.

As well as being a founding partner and later the chairman of the Peninsular and Orient Steam Navigation Company, Arthur Anderson was Liberal MP for Orkney and Shetland between 1847 and 1852. In the year he was elected, his company entered the opium trade, exporting 642,000 chests of Indian opium to China in the next eleven years.

While we should be proud of a man who left these shores, who did well and persevered, we cannot airbrush the unpalatable fact that Arthur Anderson owed part of his fortune to the drugs trade. He was dealing drugs on an industrial scale.

Arthur Anderson has not funded the new school, and even if here alive today and had offered to do so, it would beggar belief that the Council would accept money from a drugs lord.

It is inappropriate that the new school should bear his name, and I am of the view that one of the first acts of the new Education and Families Committee must be to reflect upon this truth, and resolve that a new name be sought for the school.

Yours sincerely

Michael Peterson