

MINUTE

A & B

Development Committee
Council Chamber, Town Hall, Lerwick
Monday 28 August 2017 at 11.30am

Present:

A Cooper	P Campbell
A Duncan	J Fraser
S Leask	A Manson
A Priest	C Smith
T Smith	

Apologies:

M Burgess

In Attendance (Officers):

N Grant, Director of Development Services
J Belford, Executive Manager – Finance
D Irvine, Executive Manager – Economic Development
I McDiarmid, Executive Manager – Planning
J Macleod, Performance and Improvement Adviser
A Tait, Solicitor
C Anderson, Senior Communications Officer
M Robertson, Committee Assistant
L Adamson, Committee Officer

Chair:

Mr A Cooper, Chair of the Committee, presided.

Circular:

The circular calling the meeting was held as read.

Declarations of Interest

None.

Minutes

The Committee approved the minutes of the meeting held on 12 June 2017 on the motion of Mr Campbell, seconded by Mr Duncan.

28/17

**Development Services Directorate Performance Report –
3 Month/1st Quarter 2017/18**

The Committee considered a report by the Director of Development Services (DV-41-17), which presented progress against Council priorities from the Council's Corporate Plan by the Development Services Directorate.

In introducing the report, the Director of Development Services reminded the Committee that the Development Directorate report is presented to a number of Committees, and he advised on the services that report to this Committee, and those that report to the other Committees/Board. He also highlighted a key

overarching objective of the Directorate, to work with Community Partners to implement a 10 year plan to attract people to Shetland to live, work, study and invest.

The Director of Development Services provided updates from the “Directorate Projects and Actions” at Appendix A, which included the following:

- DP203 Support for local businesses and entrepreneurs: Progress is being made on the Islands Deal, along with Orkney and the Western Isles. In terms of Skills Development, although progress has been made on the Joint Strategic Plan and Joint Operation Plan, there are governance issues around the two separate Boards which are not being overcome at this time. Dialogue is taking place with the main external stakeholders who are asking for consideration of a single organisation, outside the Council.
- DP200 Increase supply of housing across all tenures: The main issue is to get the Housing Needs and Demand Assessment (HNDA) signed off by Government. Two master plans are currently being worked on, namely the Staney Hill and Knab Site. Public meetings on the Knab Site are to start at the end of September/October, and the master plan to be complete by the end of May 2018.
- DP204 Digital and mobile connectivity: A business case is being developed to inform on the Council’s existing assets and resources, to be reported early in September. Of concern is the Scottish Government’s R100 programme, “to Reach 100% by 2021 with 30Mbt speed”, which is unlikely to reach all areas of Shetland and in particular the North Isles. The procurement process will determine the areas not covered by R100, which will be followed by their proposals to connect to the other areas. The likelihood is that there will be a need to lobby for full coverage in Shetland.

At Appendix B “Performance Indicators”, the Director of Development Services, provided the following updates:

- GD-05 Number of Asset Transfers: While the indicator showed no requests at Quarter 1, there were however 4 requests pending and currently being worked on.
- GP-01 Average days taken to obtain a building warrant: The reduction in the time taken to obtain a building warrant was highlighted, with recognition given to the work of the Team Leader – Building Standards.
- GP-10t Housing Completions (Private and Affordable): In referring to the target for affordable housing, the significance of the task was acknowledged in order to address the housing situation in Shetland.

In reporting from Appendix E, the update on the “Shetland Investment Fund”, the Director of Development Services advised that an annual report on the Investment Fund will be presented to Committee next cycle.

Reference was made to the project, “DP200 Increase supply of housing across all tenures”, and to the target in the Strategic Housing Investment Plan for 250 housing units to be delivered in the next 5 years, where concern was raised in terms of the local construction industry’s ability to take on larger contracts, and on the need to ensure that high quality builds can be maintained. During the discussion, the Director of Development Services commented that the lack of labour in Shetland was an issue and therefore it was important to encourage more people to Shetland

to live and work. He acknowledged the need for dialogue to take place with the construction sector, and it was agreed that a report would be presented to Committee next cycle on proposals for engagement with the Construction Industry.

In response to a question regarding housing development in Shetland, the Director of Development Services reported that the evidence based Strategic Housing Investment Plan (SHIP), although not concluded, makes assessment across all seven Ward Areas. He advised that available land has been identified for the first two years of the SHIP, however the following years of the 5 year plan are less defined and changes have to be made going forward.

In response to a question regarding initiatives to reduce inequalities, as reported in Section 6.3 of the report, the Director of Development Services advised on the employability process network to ensure people are given opportunities, and he provided detail on a recent ZetTrans pilot. He also undertook to provide a Briefing Note to Members on the employability policy and procedures.

In responding to a question relating to Performance Indicator “OPI-4E-G Overtime Hours – Development Directorate”, the Director of Development Services said that he considered the overtime worked to be a reasonable requirement within the Service, particularly for essential cover, for staff off sick and to cover for vacancies.

Reference was made to the update on the Knab Site Master Plan, as reported in Project DP200. In response to a question, it was clarified that the £100k funding provided from the Scottish Government towards the project enables the Master Plan to be developed to a stage where a decision can be made on the use of the site.

During the discussion, the Chair advised of his concern at the restricted coverage from the R100 programme particularly for the North Isles, the uncertainty from SSE on the use of the cables across Yell and Bluemull Sound, and that the Digital Strategy and Shetland Telecom have been in limbo for over five years. In advising on his frustration at the lack of progress, and in terms of the importance to enable connectivity to the Isles, the Chair suggested that the Council put forward a case for provision of the cable where providers could bid to connect using the Council's network. In responding, the Director of Development Services advised on the agreed strands of ongoing work within this area that were currently progressing, which included an Outline Business Case being progressed on both Shetland Telecom and the Council's ICT existing assets and resources, which he said has to be considered in the first instance, and would be presented to Committee next cycle. During the discussion, the Director of Development Services advised on the need to continue to lobby the Scottish Government in terms of coverage to Shetland, and to be able to describe the existing assets, which will be reported to Committee next cycle.

In terms of the R100 programme, it was reported that providers could target high density areas where connections would be easier, and leave the more remote areas with no connections, and it was questioned whether there was an option to force the private sector to enable coverage to all areas. The Director of Development Services advised on the importance for the Council to voice its concern to the Scottish Government in that regard, to highlight the issues locally, inform on what is technically possible, where he referred to the good track record to date with Shetland Telecom.

Decision:

The Committee **NOTED** the report.

29/17 **Management Accounts for Development Committee: 2017/18 – Draft Outturn at Quarter 1**

The Committee considered a report by the Executive Manager – Finance (F-065-17), which enabled monitoring of the financial performance of services within its remit for the first quarter of 2017/18.

In introducing the report, the Executive Manager – Finance advised that there were no major variances at this time, with a small underspend being projected for revenue, and capital very much on budget.

In response to questions, the Executive Manager – Finance advised on the cost pressure allocation to date of £6k to services within this Committee's remit, and reported that the pay award, that has been agreed nationally, will be paid out and reported in Quarter 2.

Decision:

The Committee **NOTED** the Management Accounts showing the draft outturn position at Quarter 1.

30/17 **Industry Engagement**

The Committee considered a report by the Executive Manager – Economic Development (DV-42-17-F), to establish the Fisheries and Aquaculture Support Group and the Agricultural Support Group; and to appoint Members to the Support Groups.

After hearing the Executive Manager – Economic Development introduce the report, Ms Manson moved and Mr Campbell seconded, that the Committee approve the recommendation contained therein.

The Chair then sought nominations, and the following Members were appointed to the Support Groups:

- Fisheries and Aquaculture Support Group: (Chair and Vice-Chair) A Priest and A Manson.
- Agricultural Support Group: A Duncan and S Leask.

Decision:

The Development Committee **RESOLVED** to establish the Fisheries and Aquaculture Support Group and the Agricultural Support Group, and to appoint Members to the Support Groups as follows:

- Fisheries and Aquaculture Support Group: (Chair and Vice-Chair) A Priest and A Manson.

- Agricultural Support Group: A Duncan and S Leask.

The meeting concluded at 12.25pm

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Chair