

MINUTES

A&B – Public

Shetland Islands Council – Statutory Meeting

Auditorium, Shetland Museum and Archives, Hays Dock, Lerwick

Thursday 18 May 2017 at 10.10am

Present:

M Bell	M Burgess
P Campbell	A Cooper
S Coutts	A Duncan
J Fraser	C Hughson
S Leask	E Macdonald
A Manson	R McGregor
A Priest	D Sandison
I Scott	D Simpson
C Smith	G Smith
T Smith	R Thomson
A Westlake	B Wishart

Apologies:

None

In Attendance (Officers):

M Boden, Chief Executive
H Budge, Director – Children's Services
C Ferguson, Director – Corporate Services
N Grant, Director – Development Services
M Sandison, Director – Infrastructure Services
J Belford, Executive Manager – Finance
M Nicolson, Executive Manager – Children and Families
P Peterson, Executive Manager – Executive Services
J Riise, Executive Manager – Governance and Law
C Scott, Executive Manager – Adult Services
J Robinson, Executive Manager – Occupational Therapy
V Simpson, Executive Manager – Community Planning & Development
C Anderson, Senior Communications Officer
B Kerr, Communications Officer
A Cogle, Team Leader - Administration
L Adamson, Committee Officer
L Malcolmson, Committee Officer
L Geddes, Committee Officer

Chairperson

Mr J Riise, Returning Officer, presided for the appointment of Convener.

Circular:

The circular calling the meeting was held as read.

The Returning Officer ruled that in accordance with Section 43(2) of the Local Government in Scotland Act 2003, the attendance of Councillor Steven Coutts and Councillor Duncan Simpson during Council proceedings was permitted by remote telephone link.

Declarations of Interest

None

Confirmation of Members Elected to Serve on Shetland Islands Council

The names of those persons elected to serve on Shetland Islands Council following the elections on 4 May 2017, and their acceptance of office, were confirmed.

32/17 Appointment of Convener and Depute Convener

The Council considered a report by the Executive Manager – Governance and Law (GL-15-17-F) seeking the appointment of a Convener, in accordance with legislation and the Council's Constitution, and asking Members to consider whether or not to elect a Depute Convener.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that the report set out the method of appointment of office bearers. It had been custom and practice that voting in respect of the appointment of office bearers had been undertaken by secret ballot rather than show of hands, and he asked Members to confirm that they were comfortable that this should apply in respect of all the voting to take place at today's meeting.

On the motion of Mr C Smith, seconded by Mr T Smith, the Council agreed that the method of voting in respect of the appointment of office bearers at today's meeting should take place by secret ballot.

In response to a question, the Executive Manager – Governance and Law advised that the question of a mid-term review of appointments had been taken account of in each of the reports.

The Executive Manager – Governance and Law then sought nominations for the role of Convener.

Mr Bell was nominated, on the motion of Mr McGregor, seconded by Mr Thomson.

There were no further nominations.

Mr Bell accepted the position and assumed the Chair, and made a short address to the Council thanking Members for the nomination. He also advised that he intended to have a short adjournment following consideration of Agenda Item 4.

(Mr Simpson joined the meeting by remote telephone link)

The Executive Manager – Governance and Law advised that the Council's Constitution required Members to consider whether or not to elect a Depute Convener.

Mr Sandison moved that the Council elect a Depute Convener, and Mr C Smith seconded.

The Convener moved that Ms Wishart be appointed, and Mr Leask seconded.

There were no further nominations.

Ms Wishart advised that she accepted the position.

Decision:

The Council RESOLVED to approve the appointment of Councillor Malcolm Bell as Convener.

The Council RESOLVED to elect a Depute Convener, and approved the appointment of Councillor Beatrice Wishart as Depute Convener.

33/17

Appointment of Leader and Depute Leader

The Council considered a report by the Executive Manager – Governance and Law (GL-16-17-F) seeking the appointment of a Leader, in accordance with the Council's Constitution, and asking Members to consider whether or not to elect a Depute Leader.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that the Council was required to elect a Leader and to consider whether or not to elect a Depute Leader.

The Convener sought nominations for the role of Leader, and Mr C Smith was nominated on the motion of Mr Duncan, seconded by Mr Sandison.

There were no further nominations.

Mr C Smith advised that he accepted the position.

Mr C Smith moved that the Council elect a Depute Leader, and Mr Sandison seconded.

Mr C Smith moved that Mr Coutts be appointed, and Mr T Smith seconded.

There were no further nominations.

Mr Coutts advised that he accepted the position.

Decision:

The Council RESOLVED to approve the appointment of Councillor Cecil Smith as Leader.

The Council RESOLVED to elect a Depute Leader, and approved the appointment of Councillor Steven Coutts as Depute Leader.

34/17

Appointment of Committee Chairs and Vice Chairs

The Council considered a report by the Executive Manager – Governance and Law (GL-17-17-F) seeking appointment of Chairs and Vice Chairs to those bodies forming part of the Political Management Framework.

The Executive Manager – Governance and Law summarised the main terms of the report, drawing attention to paragraphs 1.2 and 1.3 of the report which dealt with remuneration. It was being recommended that the Council formally adopt the role of Council-appointed Chair or Vice-Chair of the Integration Joint Board for the

purposes or remuneration in recognition of the responsibilities that were placed on the portfolio holder.

On the motion of Ms Manson, seconded by Mr Cooper, the Council approved recommendations 1.2, 1.3 and 1.4 in the report.

The Council then proceeded to appoint Members to the following Chair positions:

Chair of Education and Families Committee

Mr G Smith was nominated on the motion of Mr Duncan, seconded by Mr Fraser.

There being no further nominations, Mr G Smith was appointed to the role, and he indicated his acceptance.

Chair of Development Committee

Mr Cooper was nominated on the motion of Mr Leask, seconded by Ms Manson.

There being no further nominations, Mr Cooper was appointed to the role, and he indicated his acceptance.

Chair of Environment and Transport Committee

Mr Thomson was nominated on the motion of Mr Priest, seconded by Mr Cooper.

There being no further nominations, Mr Thomson was appointed to the role, and he indicated his acceptance.

Chair of Planning Committee

Mr T Smith was nominated on the motion of Mr Sandison, seconded by Mr Cooper.

There being no further nominations, Mr T Smith was appointed to the role, and he indicated his acceptance.

Chair of Audit Committee

Mr Duncan was nominated on the motion of Mr G Smith, seconded by Mr McGregor.

There being no further nominations, Mr Duncan was appointed to the role, and he indicated his acceptance.

Chair of Harbour Board

Ms Manson was nominated on the motion of Mr Cooper, seconded by Mr T Smith.

There being no further nominations, Ms Manson was appointed to the role, and she indicated her acceptance.

Chair of Licensing Committee

Mr Scott was nominated on the motion of Mr Sandison, seconded by Mr G Smith.

There being no further nominations, Mr Scott was appointed to the role, and he indicated his acceptance.

Chair of Shetland College Board

Mr Campbell was nominated on the motion of Mr T Smith, seconded by Mr Scott.

There being no further nominations, Mr Campbell was appointed to the role, and he indicated his acceptance.

The Council then proceeded to appoint Members to the following Vice-Chair positions:

Vice-Chair of Education and Families Committee

Mr T Smith was nominated on the motion of Mr G Smith, seconded by Mr Campbell.

Mr Fraser was nominated on the motion of Ms Westlake, seconded by Ms Manson.

Both nominees accepted their nominations and following a short address by each nominee to the Council, voting took place by secret ballot and the result was as follows:

Mr Fraser	4
Mr Smith	18

Mr T Smith was accordingly appointed to the role.

Vice-Chair of Development Committee

Mr Leask was nominated on the motion of Mr Cooper, seconded by Mr Scott.

Mr Priest was nominated on the motion of Mr Thomson, seconded by Ms Manson.

Both nominees accepted their nominations and following a short address by each nominee to the Council, voting took place by secret ballot and the result was as follows:

Mr Leask	13
Mr Priest	9

Mr Leask was accordingly appointed to the role.

Vice-Chair of Environment and Transport Committee

Mr McGregor was nominated on the motion of Mr Sandison, seconded by Mr Thomson.

There being no further nominations, Mr McGregor was appointed to the role, and he indicated his acceptance.

Vice-Chair of Planning Committee

Ms Manson was nominated on the motion of Mr Cooper, seconded by Ms Macdonald.

There being no further nominations, Ms Manson was appointed to the role, and she indicated her acceptance.

Vice-Chair of Audit Committee

Ms Hughson was nominated on the motion of Mr Duncan, seconded by Mr T Smith.

There being no further nominations, Ms Hughson was appointed to the role, and she indicated her acceptance.

Vice-Chair of Harbour Board

Mr Simpson was nominated on the motion of Ms Manson, seconded by Mr Thomson.

There being no further nominations, Mr Simpson was appointed to the role, and he indicated his acceptance.

Vice-Chair of Licensing Committee

Mr G Smith was nominated on the motion of Mr Duncan, seconded by Mr C Smith.

There being no further nominations, Mr G Smith was appointed to the role, and he indicated his acceptance.

Vice-Chair of Shetland College Board

Mr T Smith was nominated on the motion of Mr Campbell, seconded by Mr G Smith.

There being no further nominations, Mr T Smith was appointed to the role, and he indicated his acceptance.

Decision:

The Council considered the suggestion raised in paragraph 4.2 of the report, and **RESOLVED** that the position of the Council-appointed Chair/Vice-Chair of the Integration Joint Board is regarded as a Senior Councillor appointment for the purposes of remuneration only.

The Council **RESOLVED** to agree the proposed rates for Senior Councillor remuneration, as set out in paragraph 4.4 of the report.

The Council considered the suggestion raised in paragraph 4.3 of the report, and **RESOLVED** that the Chair and Vice-Chair of the Licensing Committee also be appointed as members of the Shetland Area Licensing Board.

The Council **RESOLVED** to appoint the following Members to the following Chair positions:

Chair of Education and Families Committee	George Smith
Chair of Development Committee	Alastair Cooper
Chair of Environment and Transport Committee	Ryan Thomson
Chair of Planning Committee	Theo Smith
Chair of Audit Committee	Allison Duncan
Chair of Harbour Board	Andrea Manson
Chair of Licensing Committee	Ian Scott
Chair of Shetland College Board	Peter Campbell

The Council **RESOLVED** to appoint the following Members to the following Vice-Chair positions:

Vice-Chair of Education and Families Committee	Theo Smith
Vice-Chair of Development Committee	Stephen Leask

Vice-Chair of Environment and Transport Committee	Robbie McGregor
Vice-Chair of Planning Committee	Andrea Manson
Vice-Chair of Audit Committee	Catherine Hughson
Vice-Chair of Harbour Board	Duncan Simpson
Vice-Chair of Licensing Committee	George Smith
Vice-Chair of Shetland College Board	Theo Smith

35/17

Appointment of Councillors to the Shetland Community Health and Social Care Partnership – Integration Joint Board (IJB)

The Council considered a report by the Executive Manager – Governance and Law (GL-13-17-F) seeking appointment of three Members to the IJB; appointment of one of those Members to serve as Chair/Vice-Chair of the IJB; and appointment of another of those Members as a Member of the Council's Policy and Resources Committee.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that it would be appropriate for the Council to consider the senior position first prior to the others.

The Convener sought nominations for the position of Chair/Vice Chair of the IJB.

(Mr Coutts left the meeting)

Mr Duncan was nominated on the motion of Mr G Smith, seconded by Mr Sandison.

Mr McGregor was nominated on the motion of Mr Fraser, seconded by Mr C Smith.

Ms Macdonald was nominated on the motion of Ms Manson, seconded by Ms Westlake.

Ms Manson was nominated on the motion of Mr C Smith, seconded by Mr T Smith.

All nominees accepted their nominations and following a short address by each nominee to the Council, voting took place by secret ballot and the result was as follows:

Mr Duncan	8
Ms Manson	7
Ms Macdonald	3
Mr McGregor	3

There being an equality of votes, a lot was drawn and an additional vote was allocated to Mr McGregor. Ms Macdonald, having received the lowest number of votes, was accordingly eliminated from the voting process.

Voting again took place by secret ballot, and the result was as follows:

Mr Duncan	11
Ms Manson	7
Mr McGregor	3

Mr Duncan, having received a clear majority of votes, was accordingly appointed to the role.

The Convener sought nominations for the two remaining places on the IJB, advising that the initial nominations in respect of the role of Chair/Vice Chair of the IJB would remain for consideration.

In addition to the earlier three nominations (Ms Manson, Ms Macdonald and Mr McGregor), Mr Leask was nominated on the motion of Mr Priest, seconded by Mr Fraser; and Mr Burgess was nominated on the motion of Mr Sandison, seconded by Mr Scott.

Ms Manson advised that she would withdraw from the voting process.

The remaining nominees accepted their nominations and following a short address by each nominee to the Council, voting took place by secret ballot and the result was as follows:

Mr Burgess	10
Mr Leask	9
Ms Macdonald	15
Mr McGregor	6

Mr McGregor, having received the lowest number of votes, was accordingly eliminated from the voting process.

Voting again took place by secret ballot, and the result was as follows:

Mr Burgess	15
Mr Leask	7
Ms Macdonald	15

Mr Burgess and Ms Macdonald were accordingly appointed to the role.

Both Mr Burgess and Ms Macdonald indicated that they wished to be considered for the role of IJB member on the Council's Policy and Resources Committee. Voting took place by secret ballot and the result was as follows:

Mr Burgess	12
Ms Macdonald	9

Mr Burgess was accordingly appointed as the IJB member on the Council's Policy and Resources Committee.

Decision:

The Council appointed the following Members to the IJB:

Mark Burgess	Allison Duncan
Emma Macdonald	

The Council appointed Allison Duncan to serve as Chair/Vice-Chair of the IJB.

The Council appointed Mark Burgess as the IJB member to serve on the Council's Policy and Resources Committee.

(The Council adjourned at 11.30am and reconvened at 11.45am)

36/17

Appointment of Committees

The Council considered a report by the Executive Manager – Governance and Law (GL-18-17-F) seeking the appointment of the remaining Members of those bodies forming part of the Political Management Framework, following the appointment of the Chairs and Vice-Chairs

The Executive Manager – Governance and Law summarised the main terms of the report, advising that he would provide any further additional information in respect of each committee as it was considered. He went on to say that the Council could also consider whether to make an additional councillor appointment to the following Committees - Education and Families, Development, Environment and Transport, and Planning.

The Council proceeded to make the necessary Member appointments - in addition to the Chair, Vice-Chair and Leader - to the Committees and Boards of the Council, as outlined below:

Education and Families Committee

Ward:

North Isles	Ryan Thomson
Shetland North	Emma Macdonald
Shetland West	Catherine Hughson
Shetland Central	Davie Sandison
Shetland South	Robbie McGregor
Lerwick South	Beatrice Wishart
Lerwick North	John Fraser

Ms Westlake was nominated as an additional councillor member on the Education and Families Committee on the motion of Mr Fraser, seconded by Ms Manson.

Mr Campbell was nominated as an additional councillor member on the Education and Families Committee on the motion of Ms Wishart, seconded by Mr C Smith.

Both nominees accepted their nominations and following a short address by each nominee to the Council, voting took place by secret ballot and the result was as follows:

Mr Campbell	15
Ms Westlake	6

Mr Campbell was duly appointed to the role.

The Executive Manager – Governance and Law advised that the relevant organisations had been invited to submit nominations by 28 June in respect of the statutory appointment of Religious Representatives to the Education and Families Committee, and the Council noted the arrangements being put in place.

Development Committee

Ward:

North Isles	Alec Priest
Shetland North	Andrea Manson
Shetland West	Theo Smith
Shetland Central	Mark Burgess
Shetland South	Allison Duncan
Lerwick South	Peter Campbell
Lerwick North	John Fraser

Environment and Transport Committee**Ward:**

North Isles	Alec Priest
Shetland North	Andrea Manson
Shetland West	Steven Coutts (<i>in absentia</i>)
Shetland Central	Davie Sandison
Shetland South	George Smith
Lerwick South	Peter Campbell
Lerwick North	Stephen Leask

(During the above discussion, Ms Westlake was duly nominated but declined the nomination).

The Council then proceeded to make appointments to the following Committees:

Planning Committee**Ward:**

North Isles	Duncan Simpson
Shetland North	Emma Macdonald
Shetland West	Steven Coutts (<i>in absentia</i>)
Shetland Central	Davie Sandison
Shetland South	George Smith
Lerwick South	Cecil Smith
Lerwick North	Malcolm Bell

Audit Committee

Robbie McGregor
Andrea Manson
John Fraser
Ryan Thomson
Ian Scott
Cecil Smith
Stephen Leask

(During the above discussion, Ms Westlake was duly nominated but declined the nomination).

The Council remitted the question of additional members for the Audit Committee to the Audit Committee.

Harbour Board

Steven Coutts (*in absentia*)
Mark Burgess
Allison Duncan
Alastair Cooper

Stephen Leask
Ryan Thomson

(Mr Simpson left the meeting)

Licensing Committee

Malcolm Bell
Duncan Simpson (*in absentia*)
Alastair Cooper
Beatrice Wishart
Cecil Smith
Catherine Hughson

(During the above discussion, Mr Leask was duly nominated, but declined the nomination).

The Council resolved that the members of the Licensing Committee also be appointed as members of the Shetland Island Area Licensing Board.

Shetland College Board

Mr G Smith was nominated on the motion of Mr Duncan, seconded by Mr Campbell.

Ms Macdonald was nominated on the motion of Ms Manson, seconded by Mr Cooper.

Ms Wishart was nominated on the motion of Mr T Smith, seconded by Mr C Smith.

Mr Fraser was nominated on the motion of Ms Westlake, seconded by Mr Campbell.

Mr Scott was nominated on the motion of Mr Sandison, seconded by Mr Leask.

Mr Priest was nominated on the motion of Mr Thomson, seconded by Mr Cooper.

All nominees accepted their nominations and following a short address by each nominee to the Council, voting took place by secret ballot and the result was as follows:

Mr Fraser	5
Ms Macdonald	13
Mr Priest	13
Mr Scott	8
Mr Smith	16
Ms Wishart	11

Mr Fraser, having received the lowest number of votes, was accordingly eliminated from the voting process.

Mr Scott advised that he wished to withdraw from the voting process, and the following Members were duly appointed:

Ms Macdonald	Mr Priest
Mr G Smith	Ms Wishart

The Council remitted the question of additional members for the Shetland College Board to the Shetland College Board.

The Executive Manager – Governance and Law then went on to speak about the four Appeals Committees which required appointments - the Complaints (Social Work) Review Sub-Committee; Placing Requests Appeals Sub-Committee; Staffing Appeals Committee; and the Education Appeals Sub-Committee. Some of these met rarely or infrequently, but specific training to manage appeals was provided to those involved. It was being recommended that ten Members were appointed to cover these four Appeals Committees.

The Council agreed that ten Members should be appointed to cover these four Appeals Committees.

The Convener sought nominations, and the following were duly appointed:

Mr Scott	Mr G Smith
Mr McGregor	Mr Leask
Mr Fraser	Mr Thomson
Ms Macdonald	Mr Priest
Mr Coutts (<i>in absentia</i>)	Mr Bell

(During the above discussion, Ms Westlake, Ms Manson, Ms Wishart and Ms Hughson were duly nominated, but declined the nomination).

The Council noted the information and arrangements with regard to the membership of statutory appeals committees.

The Council noted that the following were appointed to the Pension Fund Committee, as *ex-officio* Members of the Policy and Resources Committee:

Mr C Smith	Mr Coutts
Mr G Smith	Mr Cooper
Mr Thomson	Mr T Smith
Mr Leask	Mr McGregor
Mr Duncan	Mr Burgess

Nominations were sought for the Town-Hall Sub-Committee, and the following were appointed to the role:

Lerwick South	Mr C Smith
	Ms Wishart
Lerwick North	Mr Fraser
	Mr Bell
North Isles	Mr Thomson
Shetland North	Ms Manson
Shetland West	Mr T Smith
Shetland Central	Mr Sandison
Shetland South	Mr Duncan

Ms Manson moved that Mr Bell be appointed as Chair of the Town-Hall Sub-Committee, and Mr Thomson seconded.

Mr Campbell moved that Mr C Smith be appointed as Vice-Chair of the Town Hall Sub-Committee, and Mr Duncan seconded.

Nominations were sought for the Employees' Joint Consultative Committee, and the following were duly appointed:

Mr G Smith	Mr McGregor
Mr C Smith	Mr Thomson
Ms Hughson	Mr Sandison
Ms Macdonald	Mr Priest

(During the above discussion, Mr Cooper and Mr T Smith were duly nominated, but declined the nomination).

The Executive Manager – Governance and Law advised that it had been practice in the past to appoint the Chair and Vice Chair of the Shetland College Board as two of the four members of the Shetland College Lecturers' Joint Consultative Committee (JCC) and Joint Negotiating Committee (JNC).

Nominations were sought, and the following Members were duly appointed to the College Lecturers' JCC and JNC:

Mr Campbell	Mr T Smith
Ms Macdonald	Mr G Smith

Decision:

The Council made the necessary Member appointments to the Committees and Boards of the Council, as outlined below:

Ward	Education and Families Committee	Development Committee	Environment & Transport Committee
North Isles	Ryan Thomson	Alec Priest	Alec Priest
Shetland North	Emma Macdonald	Andrea Manson	Andrea Manson
Shetland West	Catherine Hughson	Theo Smith	Steven Coutts
Shetland Central	Davie Sandison	Mark Burgess	Davie Sandison
Shetland South	Robbie McGregor	Allison Duncan	George Smith
Lerwick South	Beatrice Wishart	Peter Campbell	Peter Campbell
Lerwick North	John Fraser	John Fraser	Stephen Leask
Additional Member	Peter Campbell	N/A	N/A

Ward	Planning Committee
North Isles	Duncan Simpson
Shetland North	Emma Macdonald
Shetland West	Steven Coutts
Shetland Central	Davie Sandison
Shetland South	George Smith
Lerwick South	Cecil Smith
Lerwick North	Malcolm Bell
Additional Member	N/A

Audit Committee	Harbour Board	Licensing Committee	Shetland College Board
Robbie McGregor Andrea Manson John Fraser Ryan Thomson Ian Scott Cecil Smith Stephen Leask	Steven Coutts Mark Burgess Allison Duncan Alastair Cooper Stephen Leask Ryan Thomson	Malcolm Bell Duncan Simpson Alastair Cooper Beatrice Wishart Cecil Smith Catherine Hughson	George Smith Emma Macdonald Beatrice Wishart Alec Priest

The Council remitted the question of additional members for the Audit Committee to the Audit Committee, and the question of additional members for Shetland College Board to the Shetland College Board.

The Council appointed the following ten Members to the following Appeals Committees:

Complaints (Social Work) Review Sub-Committee	Placing Requests Appeals Sub-Committee	Staffing Appeals Committee	Education Appeals Sub-Committee
Ian Scott Robbie McGregor John Fraser Emma Macdonald Steven Coutts		George Smith Stephen Leask Ryan Thomson Alec Priest Malcolm Bell	

Pension Fund Committee	Town Hall Sub-Committee	Employees Joint Consultative Committee	College Lecturers JCC & JNC
Cecil Smith Steven Coutts George Smith Alastair Cooper Ryan Thomson Theo Smith Stephen Leask Robbie McGregor Allison Duncan Mark Burgess	Malcolm Bell (Chair) Cecil Smith (Vice Chair) Beatrice Wishart John Fraser Ryan Thomson Andrea Manson Theo Smith Davie Sandison Allison Duncan	George Smith Robbie McGregor Cecil Smith Ryan Thomson Catherine Hughson Davie Sandison Emma Macdonald Alec Priest	Peter Campbell Theo Smith Emma Macdonald George Smith

The Council NOTED the arrangements being put in place to seek nominations from the relevant organisations for the statutory appointment of Religious Representatives to the Education and Families Committee.

The Council NOTED the information and arrangements with regard to the membership of statutory appeals committees.

The Council RESOLVED that the members of the Licensing Committee also be appointed as members of the Shetland Island Area Licensing Board.

37/17

Appointment of Policy and Resources Committee

The Council considered a report by the Executive Manager – Governance and Law (GL-22-17-F) seeking confirmation of the membership of the Policy and Resources Committee, which forms part of the Political Management Framework, following the appointment earlier in the meeting of the Leader, Depute Leader, the three Committee Chairs and Vice-Chairs, the Councillor appointed Chair/Vice Chair of the IJB, and the Councillor appointed member of the IJB, which make up the membership of the Policy and Resources Committee.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that the appointment of additional Council members was permitted, but limited to the number required in order to achieve representation of all Council wards. As representation of all Council wards had been secured, there was no requirement to appoint an additional Member.

The Council confirmed the membership of the Policy and Resources Committee.

Decision:

The Council confirmed the membership of the Policy and Resources Committee, as outlined below:

Leader	Cecil Smith
Depute Leader	Steven Coutts
Chair of Education and Families Committee	George Smith
Chair of Development Committee	Alastair Cooper
Chair of Environment and Transport Committee	Ryan Thomson
Vice Chair of Education and Families Committee	Theo Smith
Vice Chair of Development Committee	Stephen Leask
Vice Chair of Environment and Transport Committee	Robbie McGregor
Chair/Vice Chair of IJB	Allison Duncan
Councillor Appointed member of IJB	Mark Burgess

38/17

Appointment of Members to the Shetland Islands Area Licensing Board (SIALB)

The Council considered a report by the Executive Manager – Governance and Law (GL-19-17-F) seeking to appoint eight Members to SIALB.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that it had earlier been agreed that the eight Members appointed to the Licensing Committee should be those appointed to the SIALB. It was further recommended, for continuity, that SIALB give consideration to the appointment of their Convener and Vice-Convener, being the same Members who are appointed as Chair and Vice-Chair of the Licensing Committee.

The Council agreed the recommendations in the report.

Decision:

The Council appointed eight Members to the SIALB as outlined below, and agreed that they be the same Members appointed to the Licensing Committee:

Ian Scott
Malcolm Bell
Alastair Cooper
Cecil Smith

George Smith
Duncan Simpson
Beatrice Wishart
Catherine Hughson

The Council recommended to the SIALB that, for continuity, it give consideration to the appointment of their Convener and Vice-Convener, being the same Members who are appointed as Chair and Vice-Chair of the Licensing Committee, namely Mr Scott and Mr G Smith respectively.

39/17

Appointment of Councillors to the Orkney and Shetland Valuation Joint Board (O&SVJB)

The Council considered a report by the Executive Manager – Governance and Law (GL-19-17-F) seeking to appoint five substantive and five substitute Members to the O&SVJB.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that the appointment of the Chair and Vice-Chair of the O&SVJB was delegated to the Board, and that this business would be transacted at the first statutory meeting. The Chair and Vice-Chair operated on a rotational basis between the two local authorities, therefore a Shetland member would be expected to take up the position of Vice-Chair. It was anticipated that a video-conference meeting would be held on the morning of 31 May to conduct this business, and there was a requirement that a further meeting had to be held within two weeks of that date in order to sign off the accounts.

Nominations were sought, and the following Members were duly appointed:

Substantive:
Theo Smith
Allison Duncan
John Fraser
Beatrice Wishart
Alastair Cooper

Substitute:
George Smith
Ryan Thomson
Emma Macdonald
Stephen Leask
Malcolm Bell

Decision:

The Council appointed the following Members to the O&SVJB:

Substantive:
Theo Smith
Allison Duncan
John Fraser
Beatrice Wishart
Alastair Cooper

Substitute:
George Smith
Ryan Thomson
Emma Macdonald
Stephen Leask
Malcolm Bell

40/17

Appointment of Members to the Zetland Transport Partnership (ZetTrans)

The Council considered a report by the Executive Manager – Governance and Law (GL-20-17-F) seeking to appoint four substantive and two substitute Members to ZetTrans.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that the practice in the past had been to appoint the Chair and Vice-Chair of the Environment and Transport Committee.

Nominations were sought, and the following Members were duly appointed:

Substantive:
Ryan Thomson
Robbie McGregor
Davie Sandison
Alec Priest

Substitute:
Steven Coutts (*in absentia*)
Duncan Simpson (*in absentia*)

(During the above discussion, Mr C Smith was duly nominated, but declined the nomination).

Decision:

The Council appointed the following Members to ZetTrans:

Substantive:
Ryan Thomson
Robbie McGregor
Davie Sandison
Alec Priest

Substitute:
Steven Coutts
Duncan Simpson

41/17

Appointment of Members to the Pension Board

The Council considered a report by the Executive Manager – Governance and Law (GL-12-17-F) seeking to appoint three Members to the Pension Board.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that those nominated should not be members of the Pension Fund Committee, which was made up of the membership of the Policy and Resources Committee.

Nominations were sought, and the following Members were duly appointed:

Mr Bell
Mr Scott

Ms Macdonald

Decision:

The Council appointed the following Members to the Pension Board:

Malcolm Bell
Emma Macdonald
Ian Scott

42/17

Appointment to the Convention of Scottish Local Authorities (CoSLA) – Convention and Boards

The Council considered a report by the Executive Manager – Governance and Law (GL-21-17-F) seeking to appoint three Members and three substitutes to the CoSLA Convention, and appoint one member and one substitute member to each of the CoSLA Boards.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that it was recommended that the Leader, Convener and one of the three remaining Senior Councillor Chairs be appointed to the CoSLA Convention.

The Council agreed.

Nominations were sought from the three Senior Councillor Chairs for the remaining position.

Mr G Smith was nominated on the motion of Mr Duncan, seconded by Mr T Smith.

Mr Cooper was nominated on the motion of Mr Burgess, seconded by Mr Leask.

Both nominees accepted their nominations and following a short address by each nominee to the Council, voting took place by secret ballot and the result was as follows:

Mr Cooper	10
Mr Smith	9
Abstained	1

Mr Cooper was accordingly appointed to the CoSLA Convention in addition to the Leader and the Convener, and the Council agreed that the remaining Senior Council Chairs (Mr G Smith, Mr Thomson and Mr Duncan) should act as substitutes.

The Executive Manager – Governance and Law then went on to speak about the four CoSLA Boards, advising that there was already delegated authority in place for the Chief Executive to consult with the Convener and relevant Chair to arrange substitution at short notice. In the past, the CoSLA's strategic groups had aligned well with the functions of the Council's relevant Committees, but this was now not the case. It was being recommended that the appointments should be aligned with Committees in relation to the biggest part of their portfolios, recognising that there would be some overlap. However it was recommended that named substitutes were not appointed as this would allow for a more flexible approach to be taken, whereby the Chairs could send a substitute to meetings depending on the nature of the agenda items to be discussed or availability.

The Council agreed to align the substantive appointments with the most appropriate appointments already made by the Council, as set out in paragraph 4.5 of the report, and agreed not to appoint named substitutes to the four CoSLA Boards in order to allow for substitution to be arranged depending on the nature of the business to be transacted, or the availability of Members.

Decision:

The Council appointed the following Members to the CoSLA Convention and CoSLA Boards:

CoSLA Convention:

Substantive	Leader	Cecil Smith
	Convener	Malcolm Bell
	One Senior Councillor Chair	Alastair Cooper
Substitute	Senior Councillor Chair	George Smith
	Senior Councillor Chair	Ryan Thomson

Senior Councillor Chair	Allison Duncan
<u>CoSLA Board: Children and Young People</u>	
Substantive Chair – Education & Families Committee	George Smith
<u>CoSLA Board: Health and Social Care</u>	
Substantive Chair/Vice Chair IJB	Allison Duncan
<u>CoSLA Board: Environment and Economy</u>	
Substantive Chair – Environment & Transport Committee	Ryan Thomson
<u>CoSLA Board: Community Wellbeing</u>	
Substantive Chair – Development Committee	Alastair Cooper

The Council RESOLVED not to appoint named substitutes to the above four Boards.

43/17

Appointments to External Organisations

The Council considered a report by the Executive Manager – Governance and Law (GL-23-17-F) seeking to make the necessary elected Member appointments to the authorities and organisations outlined in the appendix to the report.

The Executive Manager – Governance and Law summarised the main terms of the report, advising that although appointments to external organisations could create difficulties for Members in managing the Code of Conduct, it was recognised that there was an obligation for the Council to participate in some organisations and these were outlined in the report. A review of external organisations was currently being carried out and should be finalised over the next quarter. There were some bodies where appointments made previously continued beyond the date of the election, and an invitation in respect of new nominations was awaited from these bodies at a later date. The Shetland Partnership Board was currently reviewing its membership, so appointments would be for an interim period until this review was completed in October.

The Convener sought nominations, and the following were duly appointed:

Shetland Partnership Board (all *ex-officio*):

Leader	Cecil Smith
Convener	Malcolm Bell
Chair – Education and Families Committee	George Smith
Chair – Development Committee	Alastair Cooper
Chair – Environment & Transport Committee	Ryan Thomson

Community Safety and Resilience Board:

North Isles	Duncan Simpson (<i>in absentia</i>)
Shetland North	Alastair Cooper
Shetland West	Steven Coutts (<i>in absentia</i>)
Shetland Central	Mark Burgess
Shetland South	Allison Duncan
Lerwick North	Malcolm Bell
Lerwick South	Cecil Smith

Nominations were sought for the position of Chair of the above.

Ms Manson moved that Mr Cooper be appointed, and Mr Duncan seconded.

The Council further agreed to appoint a Vice Chair.

Mr Cooper moved that Mr Duncan be appointed as Vice Chair, and Mr G Smith seconded.

The Executive Manager – Governance and Law advised that it was recommended that the Council confirm the continuing appointment of Councillors Malcolm Bell and Alastair Cooper – both existing Directors – to the Sullom Voe Association, and that in keeping with the current practice, the appointments include the Leader and Convener. Therefore in addition to Councillors Bell, Cooper and Councillor C Smith, one further appointment would be required.

The Council agreed to appoint the Leader, Convener and current Director, Mr Cooper, to the Sullom Voe Association on the motion of Mr Fraser, seconded by Mr Duncan.

Nominations for the remaining Director were sought.

Mr Cooper moved that Ms Manson be appointed, and Ms Westlake seconded.

Nominations were sought in respect of Shetland Oil Terminal Advisory Group, and the following Members were duly appointed:

Substantive:
Steven Coutts (*in absentia*)
Alastair Cooper

Substitute:
Stephen Leask
Emma Macdonald

The Executive Manager – Governance and Law advised that it was recommended that up to four Members were appointed to KIMO, and it would be for these Members to determine the division of work and attendance at meetings.

Nominations were sought for the positions.

Mr Fraser moved that Ms Westlake be appointed, and Mr Duncan seconded.

Mr C Smith moved that Mr Bell be appointed, and Mr Campbell seconded.

Mr G Smith moved that Mr McGregor be appointed, and Mr Duncan seconded.

Mr T Smith moved that Ms Manson be appointed, and Ms Westlake seconded.

Mr Cooper moved that Mr Leask be appointed, and Mr Priest seconded.

Voting took place by secret ballot and the result was as follows:

Mr Bell	18
Mr Leask	13
Mr McGregor	13
Ms Manson	18

Accordingly Mr Bell, Mr Leask, Mr McGregor and Ms Manson were appointed to KIMO.

Decision:

The Council appointed the following Members to the following external organisations:

Shetland Partnership Board:

Leader	Cecil Smith
Convener	Malcolm Bell
Chair – Education and Families Committee	George Smith
Chair – Development Committee	Alastair Cooper
Chair – Environment & Transport Committee	Ryan Thomson

Community Safety and Resilience Board:

North Isles	Duncan Simpson
Shetland North	Alastair Cooper
Shetland West	Steven Coutts
Shetland Central	Mark Burgess
Shetland South	Allison Duncan
Lerwick North	Malcolm Bell
Lerwick South	Cecil Smith
Chair (from the above):	Alastair Cooper
Vice Chair	Allison Duncan

Sullom Voe Association:

Leader	Cecil Smith
Convener	Malcolm Bell
	Alastair Cooper
	Andrea Manson

SOTEAG:

Substantive:	Substitute:
Steven Coutts	Stephen Leask
Alastair Cooper	Emma Macdonald

KIMO:

Malcolm Bell	Andrea Manson
Stephen Leask	Robbie McGregor

Before the meeting concluded, it was questioned if there would be a further meeting of the Council prior to the next meeting of the Sumburgh Airport Consultative Committee in September, given that there was currently no Council representation on this Committee and serious concerns were currently being expressed regarding the proposal to centralise air traffic control.

The Executive Manager – Governance and Law advised that the next meeting of the Council would be held on 28 June, and there would be a further meeting on 30 August.

The meeting concluded at 1.20pm.

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Convener