

Environment and Transport Committee
Council Chamber, Town Hall, Lerwick
Tuesday 7 May 2019 at 2 pm

Present:

P Campbell	S Coutts
C Hughson	S Leask
R McGregor	A Priest
G Smith	R Thomson

Apologies:

A Manson	D Sandison
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In Attendance (Officers):

J Smith, Director of Infrastructure Services
A Edwards, Executive Manager – Quality Improvement
C Bragg, Team Leader – Waste Management
S Goodlad, Team Leader – Estates
N Hutcheson, Team Leader – Asset and Network
Y Scott, Burial Services Officer
P Sutherland, Solicitor
B Kerr, Communications Officer
L Malcolmson, Committee Officer

Chair:

Mr Thomson, Chair of the Committee, presided.

Circular:

The circular calling the meeting was held as read.

At the invitation of the Chair, the Director of Infrastructure Services provided a brief update on the operational incidents within the last 24 hours in respect of the fire in engine room of the Daggri and the breakdown of the Tingwall Airport fire engine. He extended his apologies to the users of the services and advised that officers worked with the affected communities in mitigating any impacts associated with these incidents. The Chair, on behalf of the Committee thanked the staff involved.

Declarations of Interests

Mr Leask declared an interest in item 6 “Energy Recovery Plant and Shetland Heat Energy and Power – Strategic Outline Case” advising that he had dealings with the Company and was subject to a non-disclosure agreement and he would leave the Chamber during consideration of the report.

Mr Thomson declared an interest in item 1 “Taxi Tariff Review” and advised that he is a holder of a taxi licence although it is never used he would leave the Chamber during consideration of the report.

Minutes

The Committee approved the minutes of the meeting held on 25 February 2019 on the motion of Mr Leask seconded by Mr Priest.

The Committee approved the minutes of the meeting held on 4 March 2019 on the motion of Mr Smith seconded by Mr Campbell.

(Mr Thomson left the Chamber and Mr McGregor took the Chair).

10/19 **Taxi Tariff Review**

The Committee considered a report by the Transport Policy and Projects Officer (DV-12-19-F) that provided information on the taxi tariff review and a revised table of tariffs.

The Transport Policy and Projects Officer introduced the main terms of the report and advised that no representations had been received from the public consultation. She advised of the next steps and that should the Committee approve the recommendations the industry would have fourteen days in which to appeal the decision. She explained that assuming there are no appeals by 7 June 2019 the new tariffs would be implemented on 14 June 2019.

Mr Campbell moved that the Committee approve the recommendations contained in the report. Mr Leask seconded.

Decision

The Committee **RECOMMENDED** that the Council **APPROVE** the taxi tariff changes as set out in Appendix 1.

11/19 **Management of Memorial Safety within Burial Grounds and Management Rules relating to Cemeteries and Burial Grounds**

The Committee considered a report by the Team Leader - Estates (ES-02-19-F) that presented information on the Management of Memorial Safety within Shetland Islands Council's Burial Grounds.

The Team Leader – Estates introduced the main terms of the report and in responding to a question, on the need for half day member's training, he said that the training was to assist Members in providing information, on this sensitive subject, to their communities. Some Members spoke in support of the training and welcomed the recognition of the role and interaction that members have with their constituents on this emotive subject. The Team Leader – Estates also confirmed that surveys undertaken include buildings and boundary walls and a 5 year rolling programme has been put in place.

In responding to a particular issue on grass cutting in the new Whiteness Cemetery the Team Leader – Estates advised that in 2012 it had been decided that, due to costs, grass cuttings would be left to mulch across all Shetland graveyards. It was agreed however that the Whiteness Cemetery would be checked for any particular issues. The good work of Burial Ground staff was highlighted but it was suggested that this was an instance where cuts to budgets was having an impact on communities, to which the Director of Infrastructure Services advised was a matter for reflection by the Council rather than officers.

Comment was made on how clear the report was and it was stressed that steps had to be taken to ensure that a similar incident did not happen in Shetland as in Orkney. Assurance was sought that community council would be informed if head stones were to be laid flat within their ward area. The Team Leader – Estates explained the

process and confirmed that could be done. He went on to advise that 56 of the 69 surveys had been completed so far.

During further consideration of the report it was acknowledged that this was a national issue and that there was a balance to be found between sensitivity and health and safety with headstones only being laid flat as a last resort. The Committee also acknowledged the need for standards to be followed and that the erection of new headstones or maintenance of existing headstones should be carried out by someone who complies with the strict criteria required.

Following further discussion, Mr Smith moved that the Committee approve the recommendations contained in the report with the addition that before a headstone is laid over, the Elected Ward Member will be contacted. Mr McGregor seconded.

Decision

The Committee **RESOLVED** to approve:

- the Management of Memorial Safety within Burial Grounds process (Appendix 1) and the Memorial Stones - Guidance and Information booklet (Appendix 3); and
- the updated Management Rules relating to Cemeteries and Burial Grounds, (Appendix 2).
- that Elected Ward Members will be contacted before a headstone is laid over.

12/19 Waste Management – A Zero Waste Strategy for Shetland

The Committee considered a report by the Team Leader – Waste Management (ES-03-19-F) that presented the next steps in Infrastructure Services' Waste Management plans, in particular the establishment of a Zero Waste Strategy for Shetland.

The Team Leader – Waste Management introduced the report and in responding to a question he advised that it was important to find the right way forward and to involve everyone in discussion. He said that the Strategy would be coordinated at community level and reassured Members that the Council would be keen to move as quickly as the Community are. The Chair advised that he and the Team Leader – Waste Management would continue to meet with the public on this matter.

The Director of Infrastructure Services advised that the Energy Recovery Plan is the subject of a separate report but that discussion around waste management is absolutely being conducted on the same basis in a collaborative way. He explained that the overarching intention was for all areas to be part of the Zero Waste Strategy and future updates would include that intention, where appropriate.

Reference was made to the commercial business recycling to be introduced in 2019 and in responding to a question the Team Leader – Waste Management advised that the timescale for this would be the end of August 2019 when the new recycling shed is built. He advised that engagement would be undertaken within the next few months, with every waste producer, providing information on what waste streams are to be used. The Team Leader – Waste Management also advised on the funding for a graduate position within the team and the Graduate would be involved in liaising with businesses.

Some discussion was held on the number of different plastics produced and the ability for the service to handle these. The Team Leader – Waste Management said that

more focus was being given to bottles but it would be extended to other plastics in the future. He also advised that the tax on producing plastics would also have an effect on how companies package their products. Comment was made on the new system of using labels on wheelie bins to indicate that the wrong items had been included in the bin. It was acknowledged that the Council had done a good job in providing households with information on what can and cannot be placed in the bins, through leaflets and information on its website.

In addressing a reference made to paragraph 4.1.2 it was agreed that charges applied to public buildings would be presented in a report to allow consideration to be given to charges for voluntary organisations being set as part of the domestic recycling.

Decision

The Committee:

- **NOTED** the progress made to date towards national “Zero Waste” priorities – in the form of the establishment of kerbside recycling service;
- **APPROVED** the development of a Zero Waste Strategy for Shetland, including the establishment of a Zero Waste Partnership, and agrees that a further report setting out the detail of the Strategy, including governance and membership of the proposed Partnership, will be presented to a future meeting for final approval and inclusion within the Council’s policy framework; and
- **NOTED** that a dedicated Graduate Project Officer post, funded through the Change Fund has been secured to support the development of a Zero Waste Strategy for Shetland.

13/19 Capital Maintenance and Replacement Programme

The Committee considered a report by the Director of Infrastructure (ISD-10-19-F) that sought approval for projects in the Infrastructure Services Directorate’s Capital Maintenance and Replacement Programme for 2019/20 subject to those proposals meeting the requirements of the Council’s Gateway Process for the Management of Capital Projects.

The Director of Infrastructure introduced the report and advised that the ferries replacement programme would be reported to Policy and Resources Committee as the programme had not yet gone through the business justification case process. He added that the project had been included in the Asset Improvement Plan and a budget was in place.

Officers responded to a number of questions and in addressing a comment made on the need for, and cost of, refurbishments required on the outside of 8 North Ness building. It was agreed that detail on the cost of building maintenance for 8 North Ness would be provided to Members.

A request was made that consideration be given to lease as opposed to purchase of vehicles/plant. The Director of Infrastructure Services confirmed that on each occasion lease versus purchase is considered, however it is more expensive to borrow money than to use capital.

Mr Thomson moved that the Committee approve the recommendations contained in the report. Mr Coutts seconded.

Decision

The Committee **APPROVED** the projects in the Infrastructure Services Directorate's Capital Maintenance and Replacement Programme for 2019/20 subject to those proposals meeting the requirements of the Council's Gateway Process for the Management of Capital Projects.

14/19 Environment and Transport Committee – Business Programme – 2019/20

The Committee considered a report by the Director of Infrastructure (ISD-08-19-F) that presented the Environment and Transport Committee – Business Programme – 2019/20.

The Director of Infrastructure Services introduced the report.

Concern was expressed that the Winter Maintenance Review timescale may not allow officer's time, or that the resources may not be available, to make changes between September and any change in weather. The Director of Infrastructure Services assured Members that most adjustments would be possible to affect the winter season. He said however that depending on what decision are made there may be a longer lead in were a decision made to use a different methodology, for example.

The Committee noted that the Zero Waste Update Report and the Energy Recovery Plant ERP and SHEAP update would be presented to the September or November meeting.

Decision

The Committee

- **NOTED** the business planned for Environment & Transport Committee in the financial year 2019/20; and

(Mr Leask left the meeting)

In order to avoid the disclosure of exempt information, Mr Thomson moved, Mrs Hughson seconded, and the Committee agreed to exclude the public in terms of the relevant legislation during consideration of the following item of business.

15/19 Energy Recovery Plant and Shetland Heat Energy and Power – Strategic Outline Case

The Committee considered a report by the Director of Infrastructure Services that presented a Strategic Outline Case on the Energy Recovery Plant and the Shetland Heat Energy and Power.

The Director of Infrastructure Services set out the main areas of the report for consideration by Members. He advised that there was a lot of work to be done but a progress report would be presented to the September meeting of the Committee.

Following discussion and debate Mr G Smith moved that the Committee approve the recommendations contained in the report, Mr Thomson seconded.

Decision

The Environment and Transport Committee APPROVED the recommendations contained in the report.

The meeting concluded at 3.25pm.

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Chair