

Fetlar Community Council

MINUTES OF A REMOTE WEBEX MEETING HELD ON TUESDAY, 20TH APRIL 2021 AT 7PM

PRESENT

Murray Cooper
Mike Fogarty, Vice Chair
James Rendall, Chair

IN ATTENDANCE

Tom Allen, Co-opted Additional Member
Frances Browne, SIC Community Development
Roy Buckland, Co-opted Additional Member
Emma Perring, SIC Community Development
James Smythe, Co-opted Additional Member
Carl Symons, SIC Environment & Estate Operations
Bridgette Thomason, Clerk
Ryan Thomson, North Isles Councillor

1. APOLOGIES

Apologies had been received from Michael Duncan and Tom Thomason.

2. MINUTE OF THE PREVIOUS MEETINGS

Minutes of the previous Meeting held on the 26th January 2021 had been circulated and were taken as read and adopted. Proposed – James Rendall, seconded – Mike Fogarty.

Minutes of the Public Meeting held on the 2nd March 2021 had been circulated and were also taken as read and adopted. Proposed – James Rendall, seconded – Mike Fogarty.

The Decision Making Record from the 5th April 2021 had been circulated and was also taken as read and adopted. Proposed – James Rendall, seconded – Mike Fogarty.

3. DECLARATIONS OF INTEREST

No declarations of interest were made.

4. ONGOING BUSINESS

4.1 Islands with Small Populations

Nursing Recruitment

The feedback from the community had highlighted a preference for 24/7, 365 days resident cover on a rotational basis providing resident nursing cover working 2 weeks on, 2 weeks off (based on NHS Orkney's ANP outer island service).

The Public Meeting held in March had discussed the nursing options in detail alongside potential challenges that may be experienced in recruiting at an ANP level following no uptake when vacancies were advertised for Unst. It was also felt that any successful post holders at an ANP level may leave the post owing to limited clinical demand on Fetlar leading to skills decay. The Public Meeting had therefore agreed to consider the rotational model but at a Senior Practitioner (DN) level instead which everyone felt could provide a more sustainable and robust nursing model. It had also been agreed that a nurse who can both prescribe and provide intermediate/advanced life support in an emergency situation would be advantageous and desirable when recruiting. Ms Watson had agreed to draft a "broader" advertisement for a 24/7 rotational resident nursing model for sharing with Members for further comment and feedback.

Ms Watson had advised ahead of the April Meeting that an advert had been drafted and information had been received regarding the "Welcome Pack". Further, as a Directorate, the NHS had been having discussions with NB Communications under the Promote Shetland banner. Promote Shetland had offered to look at how the NHS advertise posts and assist in helping to sell the entire package - live, work and study, etc.

4. ONGOING BUSINESS

4.1 Islands with Small Populations

Ferry/Ambulance Integration

In December, FCC had been made aware that the ambulance had called the ferry to delay the vessel leaving from Ulsta to Toft, which unfortunately had not happened resulting in the patient having to spend nearly an hour at Ulsta, with the ambulance crew then having to put the patient on a drip because of their condition.

As no previous issues had been experienced with either of the ferry crews on Yell or Bluemull Sound or with the ambulance previously, Members agreed that SIC, Ferries should be contacted in the first instance to establish what potentially went wrong with the initial communications. Andrew Inkster, SIC Ferries had advised that the Acting Route Master had confirmed that no call was received by the Yell Sound crew to alert them of this emergency and they were therefore unaware of the situation. There are procedures that are followed by all ferry crews in the event of an emergency callout, however, on this occasion it would seem that the initial communications from the Shetland Coastguard to the ferry did not happen which resulted in the delay with the patient transfer.

Drew Mayhew, Scottish Ambulance Service had advised further in late January, that the patient had been a walking patient who walked onto the Fetlar ferry with an Emergency Responder Escort as the Fetlar ambulance was having issues starting. The patient was then met at Gutcher by the Yell responders and taken to Toft. The call was put in by the Yell GP as an urgent call not an emergency; therefore there was no requirement for ferries to be held for the ambulance. This had no bearing on the patient according to the crews patient report form, and at no point was the patient put on a drip during the transfer, the patient walked from the Yell Responder vehicle at Toft into one of the Lerwick vehicles.

Members agreed the Yell Health Centre should be contacted regarding patient transfers and asked that if it is an urgent call for the GP to contact the ferry crew to wait as ferry crews on both Yell and Bluemull Sound have been more than willing to wait when a patient is being transferred off the isle whether it be an emergency or urgent call.

Action – Clerk to contact Yell Health Centre and request that the above be actioned to avoid a similar situation happening in the future.

Community Maintenance Post

Carl Symons had previously advised that there was capacity for additional work to be undertaken by the Community Maintenance Person (CMP) and was keen to explore additional tasks and services which could be undertaken by the CMP whilst allowing for flexibility within the role. The planned for role of this post had been curtailed by COVID related restrictions, in particular relating to training to progress a number of the tasks within the role, which in turn, had led to a reduction in the number of hours worked.

The following task list of possible duties that could be undertaken by the CMP had been circulated ahead of the Meeting. Tasks already undertaken are as follows:

- Essy cart collection
- Empty public bins - Tresta, Funzie, School & Fire station

Actions/tasks to be explored further:

- Grass mowing - Kirk, Stakkafletts, School & Fire station – Shetland Amenity Trust are currently contracted, although tasks such as these could be undertaken by the CMP in the future
- Clean toilets & waiting room plus any maintenance (work required at the waiting room in the first instance)
- Gritting - roads & pathways – undertaken by an independent contractor currently
- Weed control - School, Stakkafletts & Kirk
- Check ditches, verges, cattle-grids – monthly inspections can be set up
- Small maintenance jobs - tap washers, isolate leaks, assess jobs + school – check water temperature, security, maintenance and statutory duties – training and risk assessments are required along with further discussions with SIC Housing

4. ONGOING BUSINESS

4.1 Islands with Small Populations

Community Maintenance Post

- Wellness checks - over 80's/people living on their own and Sheltered Housing Warden role – could be rolled out in the future with collaboration with Health & Social Care following training
- Checking lighting - Hamars Ness & Stakkafletts - monthly inspections can be set up
- Old vehicles, guidance and advice on disposal of waste/reporting any environmental issues that may arise – is doable and needs to be explored further
- Annual/Bi-Annual collection of white goods, explore skips/use of caged van to uplift bulky items
- Roads - report to roads squad with any minor repairs that may arise

Emma Perring felt it would be useful to evaluate the post to date and asked in terms of establishing the post what had worked, what hadn't worked so well and what, if anything, should be done differently, for any future posts of this kind (in other communities)?

- The role worked very well in terms of starting up
- There were some teething issues when beginning the waste service, however, this was resolved very quickly
- The role is working very well at the moment and will be enhanced when more tasks are included

What has been the impact on the quality of service delivery as a result of local knowledge - communication routes/understanding and quality of relationships between services and community?

- Very good – the post-holder keeps everyone informed about any changes to the service required and at short notice with, for example, breakdowns

Operational service delivery?

- In terms of waste management, it couldn't be improved upon
- Provides a very flexible service delivery

Services and communities working together?

- This is happening, for example, the discussion about the removal of household and commercial waste with Manager and CC finding workable solutions

Providing an addition to secure employment available on the isle/impact on working age population?

- The post has provided this and will be enhanced if more tasks and hours can be included (with the potential for two part-time posts and a relief post and knock on benefits of providing succession planning)
- The post holder has been able to take on other part-time roles within the community (First Responder providing delivery of medication) and the SFRS - filling hard to fill positions
- Any job that comes into an island is a success

Impact on reputation of Council & Shetland Partnership/consideration of the specific needs of Fetlar - been trying to get the post for years - was it a change in attitude? Change in personnel that enabled it to happen?

- Shows the Council in a very good light and demonstrates that the Council and Managers are considering the specific needs of the community

Fetlar Ferry Succession Planning

With a new Mate now in post, Members agreed it would be useful to look to succession planning in the longer term such as apprenticeships and some form of training programme which would also create work locally. The number of crew now required to meet health and safety regulations is currently 5, a trainee for example, could be the 5th person on the crew.

Action – Clerk to invite Andrew Inkster, SIC Ferries to the next Meeting to discuss succession planning further.

4. ONGOING BUSINESS

4.1 Islands with Small Populations

Strategic Delivery Group – Remote Meetings

The Minutes of the January and February Meetings had been sent to the email list, with the next Meeting proposed for May.

Saturday Ferry Timetable

Owing to a considerable wait for ferry users on a Saturday, the following changes were identified to overcome this:

Current timetable:	Proposed changes:
Depart Hamars Ness 10.50	Depart Hamars Ness 10.50
Depart Ulsta 11.30	Depart Ulsta 11.35
Depart Toft 12.00	Depart Toft 12.05
Depart Ulsta 12.45	Depart Ulsta 12.45

Action – Councillor Thomson agreed to speak with Andrew Inkster, SIC Ferries regarding the proposed changes.

Frances Browne asked if the priorities previously identified for Fetlar could be re-visited to ensure they were still a priority and perhaps see if any additional priorities had arisen as follows:

- Resolve outstanding NHS Actions – this is still ongoing with nursing recruitment
- Ferry Succession Planning - ongoing
- Attract new residents – marketing & promotion - Tourism Group/Welcome Pack
- Understand potential of Local Lettings Policy – consider setting up a working group
- Community Growing Project – land purchase agreed with the SIC and grant applications being worked up currently
- Explore commuter ticket on the ferry – fares need to be equitable/considered within current “Fares Review”
- Tourism - link with other Isles and “North Isles Golden Triangle”
- Decentralise office based posts – Covid has seen a huge shift with a considerable amount of folk now working from home/remotely

It was unanimously agreed that broadband and connectivity should be a high priority as this impacts and has a knock on effect on all of the above priorities.

4.2 Broadband Update and Scottish Broadband Voucher Scheme (4.3/01/21)

Marvin Smith, Shetland Telecom had been invited to join the November Meeting for an update on broadband and to provide further information on the Scottish Governments Voucher Scheme (SBVS). The SBVS will provide grants to broadband customers in both residential and business premises, offering support to customers to ensure they can access superfast broadband of at least 30 Megabits per second (Mbps). The scheme was launched in September 2020 and anyone whose home or business broadband speed is less than 30 Mbps and where there are no plans to bring superfast broadband to their address by the end of 2021, will be eligible for a voucher.

Mr Smith had explained that British Telecom would be issuing a list of where they intend to roll out superfast broadband to premises in the near future and once the outcome of that had been made clear, if Fetlar had not been included in the list then a collective approach for the SBVS could then be considered further (Mr Smith had advised earlier in April, that there had been no further update from British Telecom as yet).

4.3 Shetland Community Benefit Fund (4.4/01/21)

The Memorandum of Understanding and Data Sharing Agreement had been duly approved and signed by the Chairman in between Meetings (Decision Making Record - 5th April 2021 refers). The Advance Grant Scheme (AGS) had then been advertised locally through the email list and flyers sent to every household asking for applications to be submitted as soon as possible to avoid disappointment.

4. ONGOING BUSINESS

4.3 Shetland Community Benefit Fund (4.4/01/21)

To date, there had been 2 expressions of interest received by SCBF alongside a funding application from Brough Lodge Trust. Members therefore duly approved to part fund the application to the value of £10,000 with the total funds available at the time of the Meeting.

Action – Clerk to advise SCBF and forward on the completed application feedback and summary.

5. FINANCE and ADMINISTRATION

5.1 Financial update, core funding and administration

The Clerk summarised FCC's current restricted funds to 31st March 2021 as circulated via e-mail in between Meetings - FCC's Core Running budget and Community Development Fund were also discussed in detail.

The following invoices were approved for payment:

Voluntary Action Shetland – 2021 Membership - £25.00 (fps)

Bridgette Thomason – Clerk's salary – February & March - £540.40 (fps)

Bridgette Thomason – Telephone and internet allowance – January, February & March - £30.00 (fps)

The accounts to 31st March 2021 were duly approved for onward submission to Voluntary Action Shetland for independent examination.

The core running grant drawdown had been requested in between Meetings and the grant offer signed and returned to the SIC's Grants Unit.

The ASCC had provided details of revised Clerk's salary scales, as the budgetary impact of this would be around £315pa and it was agreed that the increase could not be approved owing to current budget constraints and no increase in the core running grant for a number of years.

The ASCC had forwarded on the Certificate of Insurance for 2021/2022. Noted.

5.2 Community Council Constitution – Proposed Changes

SIC, Governance & Law had provided details of proposed changes to the CC Constitution for consideration, summarised as follows:

- Remote Meetings - these changes will allow for any Meeting to be hold entirely remotely, or as a 'hybrid' Meeting, with some Members present in person in the same place and others attending remotely
- To reduce the voting and membership age to 16 in keeping with the franchise for Local Government elections
- Change the name of "Additional Co-opted" member to "Associate" member to avoid some of the confusion that can arise with the role of members co-opted to fill a vacancy in an elected member position. The role of Associate member will remain the same, having no voting rights or any restrictions on eligibility
- Control of finance - a change to remove the requirement for an "audit" of accounts, to accounts being "independently checked and certified"

The amended Constitution will not come into force until after it has been approved by the Council at a Meeting on the 16th June, with the final constitution document then issued to each community Council for signature.

Members duly approved the proposed changes to the CC constitution.

Action – Clerk to advise SIC Governance & Law on the approved proposed changes.

5.3 ASCC Meeting – 9th March & 8th June

The ASCC had requested Agenda items for the forthcoming Meeting on the 8th June and working papers had been circulated outlining office bearers, CC By-Elections, CC grant form alongside correspondence to the Cabinet Secretary for Transport on Inter-Island Transport Provision.

5. FINANCE and ADMINISTRATION

5.4 Community Development Fund

An application had been submitted to the SIC's, Community Development Fund for £3,000 fund distribution to local groups and organisations, a letter of acknowledgement had been received and the outcome will follow in due course.

5.5 Scotland's Beach Awards 2021

Owing to Covid and current restrictions, it had been agreed not to apply to Keep Scotland Beautiful for the Beach Awards this year.

5.6 Da Voar Redd Up

Shetland Amenity Trust had provided details for this year's Redd Up with a focus on household groups cleaning beaches and coastlines owing to the current Covid restrictions.

The ASCC had clarified that CC's could not make payments/donations to individuals or households, even if participating in the event.

Tom Allen and Heather Humphreys had kindly organised this year's Redd Up proposed for the 24th and 25th April.

6. ANY OTHER BUSINESS

6.1 Visit Scotland – Opening Up for Tourism

The ASCC had received a request from Steve Mathieson, Visit Scotland, seeking responses from CC's with regards to the following questions:

Following government advice and clear guidelines, how do you feel about the easing of restrictions re tourism?

What is the general attitude of your community re receiving visitors again, firstly from within Shetland and then in turn from Scotland, the UK and further afield?

The following response had been sent on from FCC:

- There are already some visitors to the isle
- It's a good idea to open up tourism as long as Covid rules and guidelines are strictly adhered to
- Hopefully visitors will be Covid checked and vaccinated before entry to Shetland
- Not so keen to see visitors from outside the UK just now with the current situation

7. CORRESPONDENCE

- 7.1 Covid Vaccination Schedule for Non Doctor Island Residents
- 7.2 Transition Turriemfield – Grow Shetland – Support for Food Growing Groups
- 7.3 SIC – Development Management Update, March Developers Meeting
- 7.4 SIC – Update on Active Travel Strategy
- 7.5 SIC – EU Settlement Scheme – Application Deadline
- 7.6 SIC – Public Transport Fare Policy Review Consultation
- 7.7 Yell Health Centre – Fetlar Nurse Clinic Update
- 7.8 SIC – Information Sessions – Community Asset Transfers & Participation Requests
- 7.9 Planning Applications:
2020/287/PPF - Approved
Funzie - installation of a donation box which will reach a height of 1000mm above the ground and will be 101.6mm square

All other correspondence had been circulated in between Meetings.

8. MEETING DATES

8. Date of next Meetings
- Tuesday, 8th June at 7pm
 - Tuesday, 13th July at 7pm
 - Tuesday, 24th August at 7pm
 - Tuesday, 5th October at 7pm
 - Tuesday, 16th November at 7pm

The Chairman thanked everyone for joining in the Meeting and since there was no further business the Meeting was brought to a close.