

Shetland Islands Council – 27 March 2024
[Shetland Islands Council Committee Information - Meetings](#)

Item	Subject	Decision
1	Chair's Report – Harbour Board: Harbour Byelaws Review	<p>The Council APPROVED the draft Harbour Byelaws 2024 at Appendix 1, for public consultation, with such amendments as members consider appropriate; and</p> <ul style="list-style-type: none"> • INSTRUCTED the Harbour Master to carry out such consultation, reporting back on the outcome of the review and final document for approval.
2	Chair's Report – Policy and Resources Committee: Free School Meals and School Clothing Grant Criteria	<p>The Council APPROVED:</p> <ul style="list-style-type: none"> • the alignment of Free School Meals and School Clothing Grants criteria • the current School Clothing Grants payment rates • funding to enable the Scottish Government's Free School Meal Holiday Support to be extended to pupils in receipt of locally extended Free School Meals and pupils eligible for Free School Meals who are attending Early Learning and Childcare settings, including eligible two year olds • aligning Free School Milk Clothing Grants criteria • continuing free breakfast provision in all Secondary Schools • funding these additional costs from the Crown Estate grant for 2024/2025 with funding source considered annually at budget setting • that the above arrangements will commence on 01 April 2024 and continue until a review is requested.
3	Chair's Report – Policy and Resources Committee: Shetland Sheep Scab Regulations (2024)	<p>The Council APPROVED the Shetland Sheep Scab Regulations (2024).</p>

4	Chair's Report - Policy and Resources Committee: Participation and Engagement Policy	The Council APPROVED the Participation and Engagement Policy
5	Chair's Report – Policy and Resources Committee: Tall Ships Races Lerwick 2023 – Impact Assessment and Legacy Funding	<p>The Council RESOLVED to APPROVE:</p> <ul style="list-style-type: none"> • an annual grant of up to £8,700 to Sail Training Shetland towards costs of sail training provision as described at, and subject to, paragraph 4.8 in the report, commencing 01 April 2024; • match funding of up to £18,000 in 2024/25 towards the costs of establishing local training for stewarding and security for public events in Shetland as described at paragraph 4.9 in the report, and to DELEGATE authority to the Director of Development Services, or his nominee, to make arrangements for commitment of this funding, subject to such terms and conditions as the said Director considers reasonable and appropriate, to a suitable grantee; and • funding these additional costs from the annual Crown Estate net revenue distributions.
6	Chair's Report – Policy and Resources Committee: Information Security Policy	<p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • APPROVE the Information Security Policy; and • DELEGATE authority to the Director of Corporate Services [as the Council's Senior Information Risk Owner] to agree updates to the Information Security Policy where these are required to give effect to legislative requirements, Council decisions or changes in operational and technical procedures, and to note that any such changes will be notified in the document version control and, where considered necessary, by a briefing note to Councillors and/or officers.

7	Chair's Report – Policy and Resources Committee: Non-Domestic Rates Empty Property Relief Policy	<p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • CONSIDER the options regarding a new Non-Domestic Rates Empty Property Relief policy as outlined at paragraphs 4.16; and • APPROVE officer's recommendations to adopt Option 2 as the new Non-Domestic Rates Empty Property Relief Policy from 1st April 2024 until 31st March 2026.
8	Chair's Report – Policy and Resources Committee: SIC Overall Management Accounts 2023/24 Projected Outturn at Quarter 3	<p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • NOTE the Management Accounts showing the overall projected outturn position at Quarter 3 as set out in Appendices 1-8; • NOTE the financial position, including Service Reviews, Vacancy Factor and 1% Savings, details set out in Appendices 1, 4 and 5; • APPROVE the virements and re-profiling of budgets in line with the variance analysis set out in Appendix 4 to cover over/underspends as identified and reprofiling of budgets for expenditure due only to occur in future years in line with the process as set out in paragraph 4.15; • APPROVE the adjustments to the 2023/24 budget to reflect the additional funding offered to the Council, as set out in Appendices 6 and 8; and • APPROVE the increase in payment to the Integrated Joint Board of £3.333m; this will increase the payment for 2023/24 to £32.042m.
9	Chair's Report - Policy and Resources Committee: Asset Investment Plan – Progress Report	<p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • NOTE the progress of the projects within the Asset Investment Plan; and • APPROVE the adjustments to capital budgets for updated projected outturn spend in 2023/24, since approval of the 5 Year Asset Investment Plan 2023-28, described at section 4.6.

10	Chair's Report – Policy and Resources Committee: Asset Investment Plan – Prioritisation 2024-29	<p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • NOTE the work undertaken to assess and prioritise the projects that have so far been unfunded within the Council's Asset Investment Plan (AIP); and • APPROVE the prioritised list set out at Appendix B to the report.
11	Chair's Report – Policy and Resources Committee: Treasury Management Strategy Statement & Annual Investment Strategy 2024/25	<p>The Council RESOLVED to APPROVE:</p> <ul style="list-style-type: none"> • the Treasury Management Strategy to be followed for the financial year 2024/25, as set out in Part A of Appendix 1; • the Annual Investment Strategy Statement to be followed for the financial year 2024/25, as set out in Part B of Appendix 1; and • the Treasury Management Prudential Indicators for 2023/24 to 2026/27, as set out in Annex 3 of Appendix 1.
12 (a)	Chair's Report - Education and Families Committee: Children's Services	The Council APPROVED the Children's Services Directorate Plan 2024-27, subject to any necessary amendments as a result of decisions on the SIC Budget Book 2024-25.
12 (b)	Joint Chairs' Report – Environment and Transport & Development Committees: Infrastructure Services	The Council APPROVED the Infrastructure Services Directorate Plan – 2024-27, subject to any necessary amendments as a result of decisions on the SIC Budget Book 2024/25.
12 (c)	Joint Chairs' Report – Development & Environment and Transport Committees: Development Services	The Council APPROVED the Development Services Directorate Plan – 2024-27, subject to any necessary amendments as a result of decisions on the SIC Budget Book 2024/25.

12 (d)	Chair's Report - Policy and Resources Committee: Corporate Services	The Council APPROVED the Corporate Services Directorate Plan 2024-27, subject to any necessary amendments as a result of decisions on the SIC Budget Book 2024/25.
12 (e)	Chair's Report - Policy and Resources Committee: Community Health and Social Care Services	The Council APPROVED the Community Health and Social Care Directorate Plan 2024-27, subject to any necessary amendments as a result of decisions on the SIC Budget Book 2024/25.
13	Shetland Islands Council Budget Book 2024-25	<p>The Council CONSIDERED feedback from the Chair of the Policy and Resources Committee in relation to the 2024/25 budget proposal, and any recommendation made by the Policy and Resources Committee, including any amendments, and as set out in the Budget Book (Appendix 1).</p> <p>The Council RESOLVED to:</p> <ul style="list-style-type: none"> • APPROVE the revenue and capital budgets contained in the 2024/25 Budget Book (Appendix 1) including the 2024/25 vehicle and plant purchase commitment budget to allow the service to commit to spending £1.752m on vehicles and plant for receipt in 2024/25; • NOTE the contents of subsequent years of the five-year Asset Investment Plan (Appendix 2); • APPROVE the Schedule of Charges for 2024/25 (Appendix 4)
14	Shetland Energy Strategy	<p>The Council:</p> <ul style="list-style-type: none"> • CONSIDERED and APPROVED the Draft Shetland Energy Strategy (“the Strategy”) in Appendix

		<ul style="list-style-type: none"> • INSTRUCTED the Directors of Infrastructure and Development to continue to develop the Strategy through further engagement and research, and to report back to Council within 6 months. • DELEGATED AUTHORITY to the Director of Development to convene a “Renewable Energy Sector” engagement forum and to report outcomes and progress to the Development Committee.
15	Shetland Islands Council Coastal Communities Fund	<p>The Council RESOLVED</p> <ul style="list-style-type: none"> • to APPROVE a grant of up to £93,750 to Bigton Community Hall towards the refurbishment of the Bigton Hall.
16	Corporate Plan – “Our Ambition 2021-2026” – Update	<p>The Council:</p> <ul style="list-style-type: none"> • NOTED the performance report, which provided an update on delivery of the Council’s corporate plan, Our Ambition.
17	Shetland Islands Council Risk Register	<p>The Council:</p> <ul style="list-style-type: none"> • CONSIDERED the content of this report and the Shetland Islands Council’s Risk Register attached at Appendix 1; • ADVISED the Chief Executive and Corporate Management Team of their views.

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