

RECEIVED
04 NOV 2011

General Manager: Dr Ann Black

22-24 North Road
Lerwick
Shetland
ZE1 0NQ

Telephone: 01595 744994
Fax: 01595 744999
mail@shetlandcharitabletrust.co.uk
www.shetlandcharitabletrust.co.uk

If calling please ask for
Mary Anderson
Direct Dial: 01595 744992

Date: 3 November 2011

Our Ref: EMA/TA1/1
Your Ref:

Dear Sir/Madam

You are invited to the following meeting:

**Shetland Charitable Trust
Council Chamber, Town Hall, Lerwick
Thursday 10 November 2011 at 10.00am**

Apologies for absence should be notified to Lynne Geddes on 01595 744592.

Yours faithfully

(signed) Dr Ann Black

General Manager

AGENDA

- (a) Hold circular calling the meeting as read.
- (b) Apologies for absence, if any.
- (c) Declarations of Interest.
- (d) Confirm minutes of the meeting held on 8 September 2011 and special meeting held on 21 September 2011(enclosed).

For Decision

1. Recommended Disbursements – Shetland Recreational Trust – Re-disbursement of Surplus. Report enclosed.
2. Schedule of Meetings 2012. Report enclosed.
3. Capital Reduction - SLAP. Report enclosed.

For Information

4. Planned Maintenance Five Year Programme – Progress Report. Report enclosed.
5. Management Accounts – Six Months Ended 30 September 2011. Report enclosed.
6. Recommended Disbursements - Approvals. Report enclosed.
7. Recommended Disbursements – Social Care. Report enclosed.
8. Service Performance of Funded Organisations – Year Ending 31 March 2011. Report enclosed.
9. Fund Manager Transactions. Report enclosed.
10. Northern Isles New Energy Solutions 'NINES'. Report enclosed.
11. Capital Works Bridging Loan Scheme - Progress Report. Report enclosed.

The following items contain **CONFIDENTIAL** information

For Information

12. List of Deeds Executed. Report enclosed.
13. Loans to Local Industry – Agricultural Loan Scheme – Changes Agreed Under Delegated Authority. Report enclosed.
14. Sums Due But Unpaid Over One Month Old as at 30 September 2011. Report enclosed.



REPORT

To: Shetland Charitable Trust

Date 10 November 2011

From: General Manager

Report: CT1111064

Recommended Disbursements Shetland Recreational Trust – Re-disbursement of Surplus

1. Introduction

- 1.1 This report seeks approval, following a request from their General Manager, for Shetland Recreational Trust (SRT) to have a surplus grant balance re-disbursed, and for the purpose of the funding to be changed from the original award.

2. Background

- 2.1 SRT own and operate eight leisure facilities, Clickimin Leisure Centre in Lerwick, and seven rural centres. They have an annual budget of over £4 million, of which £2.58 million comes from the Trust.
- 2.2 The conditions under which the Trust grant is awarded requires the grantee "to make every effort to obtain external funding which might further reduced sums presently sought from the Charitable Trust" and "any unused monies at the end of the period funded be applied in the first instance to a general reserve of up to £50,000 and thereafter be repayable to the Charitable Trust".

3. Present Position

- 3.1 SRT's Annual Accounts indicate that there is a surplus grant balance, after adjustment for reserves, of £60,451. SRT has written to request that this balance is re-disbursed, to assist with the cost of providing a lift within Clickimin Leisure Complex to improve access between different floor levels.
- 3.2 As early as May 2008, SRT was advised, after an Access Audit, that "the provision of a lift [in the Clickimin Leisure Complex] will in time become a necessity if the Shetland Recreational Trust is to continue to fulfil its duties as a service provider and employer under the Disability Discrimination Act". The estimated cost of the work at that time was some £150,000. However, the scope of the work has been

revised, in consultation with the Disability Access Panel, and a lift between two levels is now estimated to cost between £70,000 and £80,000.

- 3.3 If approved, the work would have to be scheduled to cause the minimum disruption to centre users. It is therefore proposed that the timing of the re-disbursement of the funds is agreed between the General Managers of SRT and the Trust.

4. Financial Implications

- 4.1 The Trust does not assume any repayment of running costs grants when preparing its long-term financial projections. There will therefore be no financial impact on the budget strategy set by the Trust.

5. Recommendations

- 5.1 Trustees are recommended to approve the re-disbursement of £60,451 for the purpose of assisting with the cost of providing a lift within Clickimin Leisure Complex. The grant will be subject to the Trust's standard conditions for capital grants.

Reference: EMA/DT7
Date: 20 October 2011

Report Number CT1111064-f

REPORT

To: Shetland Charitable Trust

10 November 2011

From: General Manager

Report: CT1111070

Schedule of Meetings 2012

1 Introduction and Key Decisions

- 1.1 The purpose of this report is to seek Trustees' approval as to the schedule of meetings up to December 2012. I propose to schedule 7 meetings for the year.

2 Proposed Schedule

- 2.1 For 2012, I propose the following meeting dates:

Tuesday 21st February 2012
Thursday 29th March 2012
Thursday 24th May 2012
Thursday 28th June 2012
Thursday 13th September 2012
Thursday 15th November 2012
Thursday 13th December 2012

- 2.2 The meetings will take place in the Town Hall Chamber and will start at 10.00 am.

3 Recommendations

- 3.1 I recommend that the Trustees adopt the diary of meetings set out above for 2012.

General Manager
Shetland Charitable Trust

Our Ref: EM/ TA1
Report Number CT1111070

REPORT

To: Shetland Charitable Trust

Date 10 November 2011

From: General Manager

Report: CT1111077

Capital Reduction - SLAP

1. Introduction

- 1.1 The SLAP Board has agreed to request the agreement of Shetland Charitable Trust, as sole shareholder of the company, to a capital reduction. It is proposed that 35,000,000 of the existing 70,000,000 £1 ordinary shares will be cancelled.

2. Proposal

- 2.1 SLAP does not retain its profits, it pays them over to Shetland Charitable Trust as Gift Aid. This mechanism means that neither body pays tax on SLAP's profits. It also means that SLAP is carrying a deficit in its profit and loss reserve which was recognised in 2000 and 2002. This is now a presentational effect only and the Directors have agreed a proposal to eliminate the deficit by cancelling half of SLAP's shares. All of SLAP's shares are held by Shetland Charitable Trust and so Trustees formal agreement will be needed.
- 2.2 There is no effect on SLAP's net assets (value) as can be seen below, using figures from the 31 March 2011 balance sheet:

	Current Balance Sheet, £ million	Proposed Balance Sheet, £ million
Reserves	(21.6)	13.4
Shares	<u>70.0</u>	<u>35.0</u>
Net Assets	<u>48.4</u>	<u>48.4</u>

The Trust is not worse off, it will still hold all of the shares of a £48.4 million company. The current presentation includes negative reserves, which is not helpful when dealing with third parties.



3. Mechanism

- 3.1 The statutory process requires each Director of SLAP to agree and sign a Statement of Solvency and for this to be available to the shareholder (i.e. the Trust), when Trustees receive and consider the request to agree to a capital reduction. A draft of the statement is attached to this report as Appendix A and I expect to be able to bring a signed version to this meeting of the Trustees. The statement of solvency is to the effect that SLAP will be solvent immediately after the capital reduction and will remain solvent, in the opinion of the Directors, for at least twelve months.
- 3.2 Should Trustees be minded to agree to the Capital Reduction, Trustees will need to agree that a special resolution of the sole members of SLAP (i.e., the Trust) is passed to that effect. The resolution is attached as Appendix B, and I will recommend that it is signed in the normal way by three Trustees covered by the Power of Attorney to sign documents on behalf of the Trustees.

4. Financial Implications and Conclusions

- 4.1 There are no financial implications. The capital reduction does not change the Trust's position as sole owner of a £48.4 million company. The capital reduction does have a positive presentational effect, which might be important when dealing with third parties.

5. Recommendations

- 5.1 I recommend that Trustees agree to the passing of the special resolution of the member of SLAP shown in Appendix B, to the effect that half of SLAP's shares are cancelled.
- 5.2 I recommend that Trustees agree that the special resolution is signed by three Trustees under Power of Attorney.

Reference: JPG/em/SLA
Date: 1 November 2011

Report Number CT1111077

SHETLAND LEASING AND PROPERTY DEVELOPMENTS LIMITED**(Company No.: SC071854)****(the "Company")****DIRECTORS' STATEMENT OF SOLVENCY
(for the purposes of section 642 of the Companies Act 2006)**

It is proposed that the Company effect a reduction of capital (through the cancellation of some of its paid-up share capital) supported by a solvency statement pursuant to section 642 of the Companies Act 2006 (the "Act") (the "**Proposed Reduction**"):

We, Alexander Jamieson Cluness, Adam Thomas Doull, Allison George Leslie Duncan, Robert Simpson Henderson, James Herculson Henry, William Henry Manson and Caroline Helen Janette Miller, being all the directors of the Company as at the date of this statement, make the following statements in relation to the Proposed Reduction for the purposes of section 642 of the Act:

1. we have each formed the opinion, as regards the Company's situation at the date of this statement, that there is no ground on which the Company could then be found to be unable to pay (or otherwise discharge) its debts; and
2. we have each formed the opinion that the Company will be able to pay (or otherwise discharge) its debts as they fall due during the 12 months immediately following the date of this statement; and
3. in forming these opinions, we have each taken into account all of the Company's liabilities (including any contingent or prospective liabilities) as required by section 643(2) of the Act.

Made and signed on 2011 by each of the above named directors of the Company:

ALEXANDER JAMIESON CLUNESS Signature

ADAM THOMAS DOULL Signature

ALLISON GEORGE LESLIE DUNCAN Signature

ROBERT SIMPSON HENDERSON Signature

JAMES HERCULSON HENRY Signature

WILLIAM HENRY MANSON Signature

CAROLINE HELEN JANETTE MILLER Signature

Company Number: SC071854

PRIVATE COMPANY LIMITED BY SHARES

WRITTEN RESOLUTION

of

SHETLAND LEASING AND PROPERTY DEVELOPMENTS LIMITED

(the "Company")

CIRCULATION DATE: 10 November 2011

Pursuant to Chapter 2 of Part 13 of the Companies Act 2006, the directors of the Company propose that the following resolution is passed as a special resolution:

SPECIAL RESOLUTION

"THAT the paid-up share capital of the Company be and is hereby reduced from £70,000,000 divided into 70,000,000 ordinary shares of £1.00 each to £35,000,000 comprising 35,000,000 ordinary shares of £1.00 each by cancelling 35,000,000 ordinary shares of £1.00 each in the capital of the Company registered in the name of Shetland Charitable Trust (Scottish Charity Number SC027025), in order to create a distributable reserve of £13,407,593."

Please read the notes at the end of this document before signifying your agreement to this written resolution.

Shetland Charitable Trust, being the sole member of the Company entitled to vote on the above resolution on the Circulation Date, hereby irrevocably agrees to this written resolution.

For and on behalf of Shetland Charitable Trust and acting under Power of Attorney dated 2, 5, 6 and 24 July 2007 and registered in the Books of Council and Session on 30 July 2007:

.....
[•]
Trustee

.....
Date

.....
[•]
Trustee

.....
Date

.....
[•]
Trustee

.....
Date

NOTES

1. If you agree to the resolution, please indicate your agreement by signing and dating this document where indicated above and returning it to the Company using one of following methods:
 - 1.1 **By hand:** delivering the signed copy to Jeff Goddard, Company Secretary, SLAP, 22-24 North Road, Lerwick, Shetland ZE1 0NQ.
 - 1.2 **By post:** returning the signed copy by post to Jeff Goddard, Company Secretary, SLAP, 22-24 North Road, Lerwick, Shetland ZE1 0NQ.
 - 1.3 **By e-mail:** by attaching a scanned copy of the signed document to an e-mail and sending it to jeff.goddard@shetlandcharitabletrust.co.uk. Please enter "Capital Reduction" in the e-mail subject box.
 - 1.4 If you do not agree to the resolution, you do not need to do anything; you will not be deemed to agree if you fail to reply.
2. Unless by the period ending 28 days beginning with the Circulation Date sufficient agreement has been received for the resolution to pass, it will lapse.
3. If you are signing this document on behalf of a person under a power of attorney or other authority please send a copy of the relevant power of attorney or authority when returning this document.

REPORT

To: Shetland Charitable Trust

Date 10 November 2011

From: General Manager

Report: CT1111063

Planned Maintenance Five Year Programme Progress Report

1. Introduction

- 1.1 The purpose of this report is to present the progress in the exercise to collate the maintenance programmes of Trust-funded buildings for the next five years.

2. Background

- 2.1 At their meeting on 13 May 2010, Trustees received a report which set out a definition of maintenance. A further report on 23 June 2011 showed the costs for each of the big trusts, together with the Charitable Trust's own properties and Market House, for statutory testing and planned maintenance.
- 2.2 Each of the organisations was asked to supply a costed programme which included all the work which should be done in the next five years to keep their buildings fit for purpose. They were also asked to supply costs for equipment and vehicles which would be required to provide the service they are funded to deliver.

3. Present Position

- 3.1 All three big trusts have submitted plans for the next five years, and these have been collated with the plans for the other buildings and the Swan. These are set out in the table attached as Appendix 1. Also included are some comparisons of the various organisations both by total funding and per square metre. The plans supplied have been collated with the assistance of the Shetland Islands Council's Building Maintenance Manager.
- 3.2 A great deal of time has gone into preparing these plans, and work is still in progress to ensure that the plan presented represents a fair and complete picture of the funding requirements to ensure that the buildings and operational equipment funded by the trust are maintained at an appropriate level.
- 3.3 There follows comments on individual elements of the plan.

Shetland Recreational Trust (SRT)

- 3.2 Some elements of the SRT's capital programme have already been allocated funding, for instance SRT has included in its plan the sum of £200,000 in 2011/12 and 2012/13 for the South Mainland and Scalloway Pool roofs, and a cost of £80,000 has been allocated in the current year for a lift. Funding for this project is the subject of a concurrent report.
- 3.3 The sum of £0.5 million has been included in the North Mainland Leisure Centre capital in 2013/14, to replace the artificial pitch surface at Brae, and to refurbish the changing rooms. This project is likely to attract a large percentage of external funding.
- 3.4 Other projects included in the SRT programme are for items which are likely to generate significant savings in their revenue budgets. An example is the building of a shelter on the main door of the West Mainland Leisure Centre, included in 2012/13, which will save a substantial amount on heating costs for the building.
- 3.5 Also included in SRT's programme are works which have been highlighted as necessary under the Disability Discrimination Act, which will be progressed when funds allow.

Shetland Amenity Trust (SAT)

- 3.7 SAT has indicated that they are not aware of any major capital works which is likely to be needed in the next five years. The peak in 2012/13 in equipment and vehicles is to replace the truck which is used in association with the Environmental Improvement budget.

Shetland Arts

- 3.8 Shetland Arts has included a programme of work to its offices in Toll Clock Centre, which will not be required if Shetland Arts staff move to Mareel.

4. Financial Implications

- 4.1 As can be seen from the summary table, the cost of maintaining the Trust's buildings reaches a peak in 2012/13. However not all of the work allocated to that year will be necessary, as some items can be deferred for a certain length of time without impacting adversely on its ability to deliver the service. However it is recognised that to defer works indefinitely will impact on services.
- 4.2 Officers will continue to work with the organisations to ensure that the buildings for which the Trust is responsible are maintained and equipped to the appropriate standard within available resources.
- 4.3 It is clear that the programme which has been presented will not be affordable in 2012/13 and 2013/14, so work will continue to establish how the programme is to be funded.
- 4.4 Below is a summary table with a sub-total showing the annual cost of undertaking the basic and statutory maintenance of all the assets in the plan. Priority will be given to this section of the plan, and

more work will be undertaken to prioritise, particularly with the capital budgets.

Summary Table						
Year	Planned Maintenance	Statutory	Subtotal	Equipment and vehicles	Capital	Totals
2011-2012	1,017,484	313,145	1,330,629	218,259	367,230	1,916,118
2012-2013	1,221,877	313,125	1,535,002	425,614	767,891	2,728,507
2013-2014	1,046,173	316,053	1,362,226	371,647	722,599	2,456,472
2014-2015	1,019,809	314,625	1,334,434	380,246	62,000	1,776,680
2015-2016	940,219	321,225	1,261,444	322,442	27,500	1,611,386
2016-2017	878,184	325,625	1,203,809	313,785	102,000	1,619,594
	6,123,746	1,908,798	8,027,544	2,031,993	2,049,220	12,108,757

5. Conclusion

5.1 The Maintenance managers of the big trusts have been working with officers of the Trust to put in place a programme which will ensure that the assets for which the Trust is responsible remain in the best possible condition in order to deliver the service for which they were designed. This work is continuing.

6. Recommendation

6.1 Trustees are asked to note the progress towards a maintenance programme for the next five years, and to agree that officers will work with the organisations concerned to ensure that the buildings are maintained in a fit for purpose condition, within the existing resources

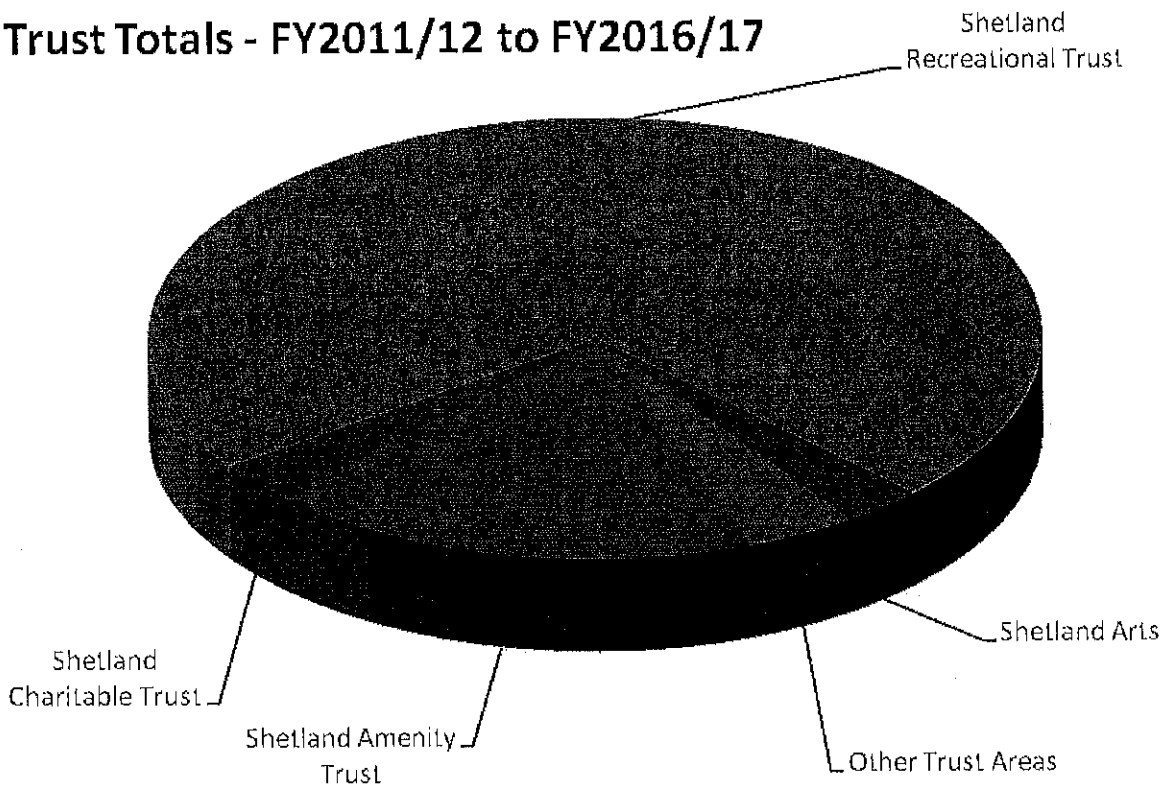
Reference: EMA/DT12
Date: 2 November 2011

Report Number CT1111063-f

Appendix 1 – Trust Planned Maintenance Programme - Summary Tables

Summary Table					GIA: 30,449m ²
Year	Planned Maintenance	Equipment & Vehicles	Statutory	Capital	Totals
2011-2012	1,017,484	218,259	313,145	367,230	1,916,118
2012-2013	1,221,877	425,614	313,125	767,891	2,728,506
2013-2014	1,046,173	371,647	316,053	722,599	2,456,471
2014-2015	1,019,809	380,246	314,625	62,000	1,776,680
2015-2016	940,219	322,442	321,225	27,500	1,611,385
2016-2017	878,184	313,785	325,625	102,000	1,619,594
	6,123,745	2,031,992	1,903,798	2,049,219	12,108,755

Trust Totals - FY2011/12 to FY2016/17



Individual Trust Summaries

Shetland Amenity Trust Summary					GIA: 10,843m²
Year	Planned Maintenance	Equipment & Vehicles	Statutory	Capital	Totals
2011-2012	182,803	46,500	80,850	14,000	324,153
2012-2013	196,014	134,600	80,850	5,000	416,464
2013-2014	189,634	98,050	80,850	3,000	371,534
2014-2015	181,034	100,600	82,350	2,000	365,984
2015-2016	185,809	65,350	88,350	15,000	354,509
2016-2017	189,109	88,050	88,350		365,509
	1,124,405	533,150	501,600	39,000	2,198,155

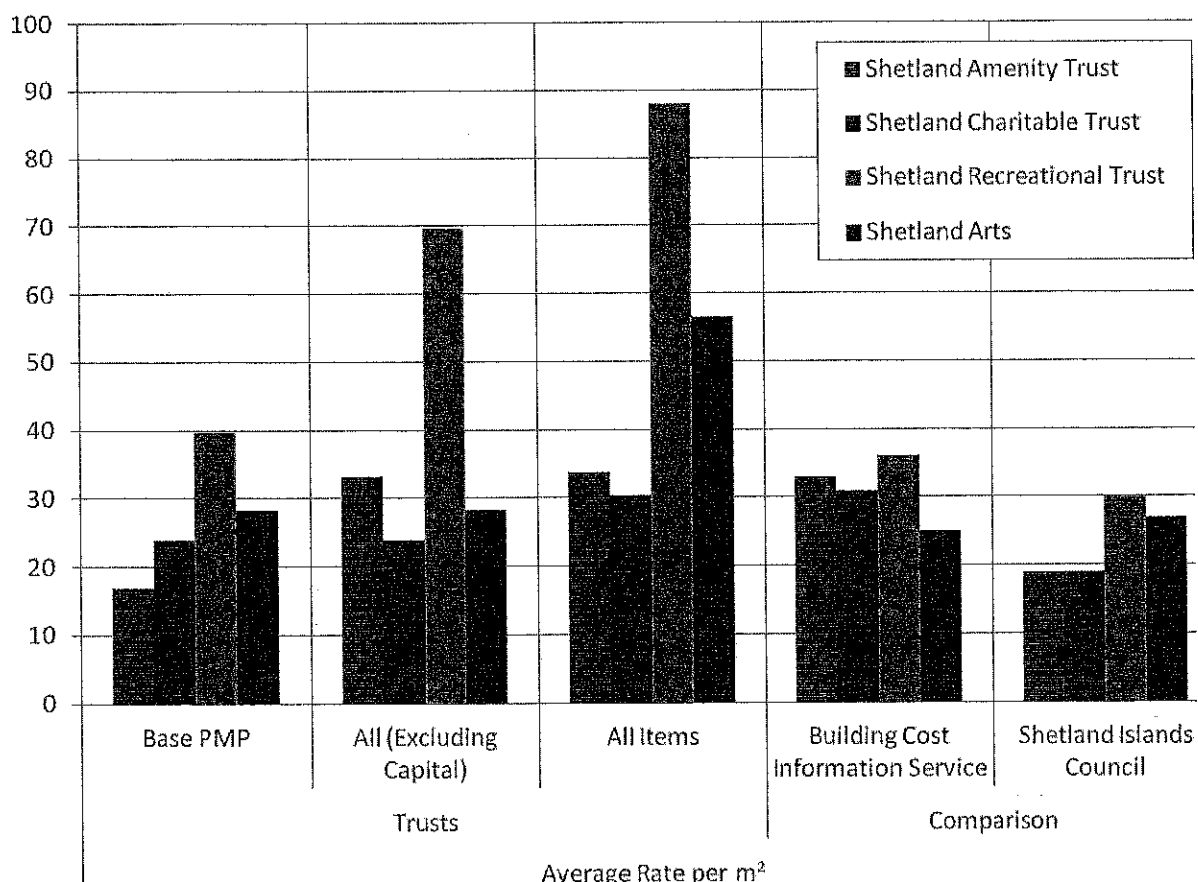
Shetland Charitable Trust Summary					GIA: 1,907m²
Year	Planned Maintenance	Equipment & Vehicles	Statutory	Capital	Totals
2011-2012	54,960	0	5,417	0	60,377
2012-2013	31,165	0	5,417	25,300	61,882
2013-2014	31,165	0	8,545	4,000	43,710
2014-2015	40,465	0	5,417	0	45,882
2015-2016	49,165	0	6,217	12,500	67,882
2016-2017	31,165	0	5,417	30,000	66,582
	238,085		36,430	71,800	346,315

Shetland Recreational Trust Summary					GIA: 16,649m²
Year	Planned Maintenance	Equipment & Vehicles	Statutory	Capital	Totals
2011-2012	663,582	171,759	215,508	353,230	1,404,079
2012-2013	897,321	291,014	215,508	712,591	2,116,433
2013-2014	730,422	273,597	215,508	695,599	1,915,125
2014-2015	698,093	279,646	215,508		1,193,247
2015-2016	609,178	257,092	215,508		1,081,778
2016-2017	566,041	225,735	215,508		1,007,284
	4,164,637	1,498,842	135,630	1,761,419	8,717,946

Shetland Arts Summary					GIA: 1,050m ²
Year	Planned Maintenance	Equipment & Vehicles	Statutory	Capital	Totals
2011-2012	39,738	0	11,370	0	51,108
2012-2013	13,277	0	11,350	25,000	49,627
2013-2014	13,852	0	11,150	20,000	45,002
2014-2015	15,117	0	11,350	60,000	86,467
2015-2016	13,967	0	11,150	0	25,117
2016-2017	9,769	0	16,350	72,000	98,119
	105,718		72,720	177,000	355,438

Other Trust Areas Summary					GIA: N/A
Year	Planned Maintenance	Equipment & Vehicles	Statutory	Capital	Totals
2011-2012	76,400	0	0	0	76,400
2012-2013	84,100	0	0	0	84,100
2013-2014	81,100	0	0	0	81,100
2014-2015	85,100	0	0	0	85,100
2015-2016	82,100	0	0	0	82,100
2016-2017	82,100	0	0	0	82,100
	490,900		0	0	490,900

Comparison Chart



Detailed Analysis

Shetland Amenity Trust

Shetland Museum & Archives			GIA: 3,328m ²		
2011-2012	68,617		23,350	14,000	105,967
2012-2013	76,014		23,350	5,000	104,364
2013-2014	69,634		23,350	3,000	95,984
2014-2015	58,434		23,350	2,000	83,784
2015-2016	59,934		23,350	15,000	98,284
2016-2017	59,934		23,350		83,284
	392,569		140,100	39,000	571,669

Shetland Amenity Trust			GIA: 7,515m ²		
2011-2012	114,186	46,500	57,500		218,186
2012-2013	120,000	134,600	57,500		312,100
2013-2014	120,000	98,050	57,500		275,550
2014-2015	122,600	100,600	59,000		282,200
2015-2016	125,875	65,350	65,000		256,225
2016-2017	129,175	88,050	65,000		282,225
	731,836	533,150	361,500		1,626,486

Shetland Charitable Trust

22-24 North Road					GIA: 324m ²
2011-2012	4,826		1,330		6,156
2012-2013	4,826		1,330		6,156
2013-2014	4,826		1,330		6,156
2014-2015	11,326		1,330		12,656
2015-2016	4,826		1,330		6,156
2016-2017	4,826		1,330		6,156
	35,456		7,980		43,436

Market House					GIA: 1,472m ²
2011-2012	37,889		3,772		41,661
2012-2013	24,439		3,772	3,000	31,211
2013-2014	24,439		6,900	4,000	35,339
2014-2015	24,439		3,772		28,211
2015-2016	42,439		3,772	12,500	58,711
2016-2017	24,439		3,772	30,000	58,211
	173,084		25,760	49,500	253,344

Springfield Chalet					GIA: 111m ²
2011-2012	12,245		315		12,560
2012-2013	1,900		315	22,300	24,515
2013-2014	1,900		315		2,215
2014-2015	4,700		315		5,015
2015-2016	1,900		1,115		3,015
2016-2017	1,900		315		2,215
	24,545		2,690	22,300	49,535

Shetland Recreational Trust

Clickimin Leisure Complex					GIA: 8,770m ²
2011-2012	226,593	103,759	58,465	73,236	462,053
2012-2013	297,639	184,266	58,465	216,235	756,604
2013-2014	273,911	226,500	58,465	173,597	732,472
2014-2015	250,436	167,363	58,465		476,265
2015-2016	246,927	223,975	58,465		529,367
2016-2017	243,639	193,099	58,465		495,203
	1,639,144	1,098,961	350,790	463,068	3,451,963

Unst Leisure Centre					GIA: 1,368m ²
2011-2012	52,097	0	21,876	12,928	86,901
2012-2013	111,176	53,745	21,876	35,870	222,667
2013-2014	56,522	14,706	21,876		93,104
2014-2015	95,186	4,520	21,876		121,582
2015-2016	56,907	7,750	21,876		86,533
2016-2017	56,907	10,030	21,876		88,813
	428,796	90,751	131,256	48,798	699,601

Yell Leisure Centre					GIA: 1,368m ²
2011-2012	47,442	0	21,876	7,023	76,341
2012-2013	80,345	5,250	21,876	35,870	143,341
2013-2014	108,929	1,840	21,876		132,645
2014-2015	109,899	4,500	21,876		136,275
2015-2016	63,018	3,576	21,876		88,470
2016-2017	47,845	2,710	21,876		72,431
	457,479	17,876	131,256	42,893	649,503

Whalsay Leisure Centre					GIA: 1,368m ²
2011-2012	92,595	0	22,026	12,928	127,549
2012-2013	65,652	5,300	22,026	12,928	105,906
2013-2014	85,477	3,530	22,026		111,033
2014-2015	54,185	7,050	22,026		83,261
2015-2016	44,914	3,250	22,026		70,190
2016-2017	38,485	6,500	22,026		67,011
	381,307	25,630	132,156	25,856	564,949

West Mainland Leisure Centre					GIA: 1,550m ²
2011-2012	36,158	0	23,041	14,622	73,821
2012-2013	51,652	1,530	23,041	111,387	187,610
2013-2014	37,691	4,130	23,041		64,862
2014-2015	38,781	4,270	23,041		66,092
2015-2016	41,215	8,450	23,041		72,706
2016-2017	55,972	1,600	23,041		80,613
	261,469	19,980	138,246	126,009	545,704

North Mainland Leisure Centre					GIA: 992m ²
2011-2012	82,654	0	23,014	28,682	134,350
2012-2013	84,555	26,778	23,014	49,743	184,090
2013-2014	88,309	12,013	23,014	510,193	633,530
2014-2015	76,977	5,181	23,014		105,172
2015-2016	65,778	1,660	23,014		90,452
2016-2017	65,717	1,690	23,014		90,421
	463,989	47,322	138,084	588,619	1,238,014

Scalloway Pool					GIA: 645m ²
2011-2012	31,164	0	22,605	2,276	56,045
2012-2013	154,787	6,820	22,605	225,650	409,861
2013-2014	38,221	6,070	22,605	5,905	72,801
2014-2015	36,314	12,248	22,605		71,167
2015-2016	50,377	3,925	22,605		76,907
2016-2017	28,739	1,555	22,605		52,899
	369,603	30,618	135,630	233,330	739,681

South Mainland Pool					GIA: 588m ²
2011-2012	94,879	0	22,605	201,534	319,018
2012-2013	51,515	100	22,605	24,908	99,128
2013-2014	41,362	1,108	22,605	5,905	70,979
2014-2015	36,314	2,039	22,605		60,958
2015-2016	40,042	2,006	22,605		64,653
2016-2017	28,739	6,051	22,605		57,395
	292,850	11,304	135,630	232,347	672,131

SRI Workshops					GIA: 914m ² (Not included in Totals)
2011-2012		68,000			68,000
2012-2013		7,225			7,225
2013-2014		3,700			3,700
2014-2015		72,475			72,475
2015-2016		2,500			2,500
2016-2017		2,500			2,500
		156,400			156,400

Shetland Arts

Garrison Theatre - Overall Five Year Works Programme					
					GIA: 453m ²
2011-2012	24,310		6,990		31,300
2012-2013	8,809		6,990	25,000	40,799
2013-2014	8,809		6,790	20,000	35,599
2014-2015	10,419		6,990	30,000	47,409
2015-2016	9,499		6,790		16,289
2016-2017	3,289		11,990	72,000	87,279
	65,135		46,540	147,000	258,675

Bonhoga Gallery - Overall Five Year Works Programme					
					GIA: 247m ²
2011-2012	13,828		2,480		16,308
2012-2013	3,968		2,480		6,448
2013-2014	4,543		2,480		7,023
2014-2015	4,198		2,480	30,000	36,678
2015-2016	3,968		2,480		6,448
2016-2017	5,980		2,480		8,460
	36,483		14,880	30,000	81,363

SADA Offices - Overall Five Year Works Programme					
					GIA: 350m ²
2011-2012	1,600		1,900		3,500
2012-2013	500		1,880		2,380
2013-2014	500		1,880		2,380
2014-2015	500		1,880		2,380
2015-2016	500		1,880		2,380
2016-2017	500		1,880		2,380
	4,100		11,300		15,400

Other Trust Areas

Swan Trust - Overall Five Year Works Programme						GIA: N/A
2011-2012	27,400					27,400
2012-2013	35,100					35,100
2013-2014	32,100					32,100
2014-2015	36,100					36,100
2015-2016	33,100					33,100
2016-2017	33,100					33,100
	195,000					195,000

Technical Support & Professional Fees						GIA: N/A
2011-2012	49,000					49,000
2012-2013	49,000					49,000
2013-2014	49,000					49,000
2014-2015	49,000					49,000
2015-2016	49,000					49,000
2016-2017	49,000					49,000
	294,000					294,000

REPORT

To: Shetland Charitable Trust

10 November 2011

From: Financial Controller

Report No: CT1111062

MANAGEMENT ACCOUNTS – SIX MONTHS ENDED 30 SEPTEMBER 2011**1 Introduction and Key Decisions**

- 1.1 This report presents the Trust's Management Accounts to the end of September 2011, for noting. These Management Accounts deal with revenue budgets and expenditure.

2 Management Accounts

- 2.1 Table 1 below shows the Summary Budget for the Charitable Trust for 2011/12 and the expenditure in the six months to 30 September 2011.

Table 1: Summary Management Accounts 2011/12

Item	Current Budget £m	Spend to Sept 11 £m
Charitable Expenditure		
Schemes and Organisations	8.6	3.7
Maintenance/Capital Programme	1.6	0.7
One-Off Projects	0.3	0.1
Operating Costs	0.5	0.3
Total	11.0	4.8

- 2.2 A more detailed analysis of the expenditure programmes is set out in Appendix 1.
- 2.3 The total budget for Schemes and Organisations is £8.6 million, of which £3.7 million has been spent to date. Where the running costs of projects are greater than £20,000, grant assistance is paid out in 2 stages - the first payment is made in April and the second is subject to a review of the organisation's accounts from the previous year.

- 2.4 The Maintenance Funding Programme includes £1.5 million, which is paid to the major Trusts in two instalments with 50% of the budget being paid at the beginning of the year on submission of their maintenance programme for the year. The second instalment will be paid on receipt of a satisfactory statement of the first six months' expenditure.
- 2.5 Table 2 below sets out the revisions/enhancements to the original budget for 2011/12 to give the current budget.

Table 2: Budget Amendments

Original Budget Presented 11 February 2011	10,793,546
Approvals	Presented 24 March 2011
	Shetland Recreational Trust – 200,000
	Sandwick Pool Roof
	Presented 23 June 2011
	Alternative Psychological Therapies 26,212
Revised budget as at 30 September 2011	<u>£11,019,758</u>

- 2.6 Budget Virements have been effected as follows:-
- £3,000 from the Basic Pay and Allowances Budget into the Water Rates Budget;
- £2,000 from the Finance Budget into the Messenger Service Budget.
- 2.7 An allocation of £288,000 was made from the 2010/11 Shetland Development Trust money, which was paid over by Shetland Islands Council.

3 Financial Implications

- 3.1 No direct financial implications flow from this information report.

4 Recommendations

- 4.1 I recommend that Trustees note the satisfactory financial performance to September 2011, as shown in the Management Accounts in Appendix 1.

Financial Controller
Shetland Charitable Trust
Our Ref:LF/DA5

Report No: CT1111062
Date: 26 October 2011

Shetland Charitable Trust Management Accounts
Charitable Expenditure : Period to 30 September 2011

Appendix 1

	Current budget £	Actual spend to 30 Sept £	year to date variance £
Shetland Amenity Trust	1,052,728	789,546	263,182
Shetland Arts Development Agency	696,038	348,019	348,019
Shetland Recreational Trust	2,583,392	1,291,696	1,291,696
<u>Other Charitable Organisations</u>			
Disability Shetland Recreation Club	12,641	12,641	0
The Swan Trust	44,650	22,325	22,325
VAS - New Shetlander	670	670	0
Shetland Churches Council Trust	54,075	27,038	27,037
Shetland Youth Information Service	188,840	94,420	94,420
Shetland Befriending Scheme	54,418	27,209	27,209
Citizens Advice Bureau	147,383	73,692	73,691
COPE Limited	154,967	77,484	77,483
Couple Counselling Shetland	12,000	12,000	0
Shetland Link Up	47,994	23,997	23,997
Voluntary Action Shetland	144,367	72,184	72,183
Festival Grants	30,000	30,000	0
Local Charitable Organisations	14,000	7,552	6,448
Womens Royal Voluntary Service	47,622	23,811	23,811
Alternative Psychological Therapies	26,212 *	0	26,212
Sub Total Charitable Organisations	5,311,997	2,934,284	2,351,501
<u>Schemes</u>			
Community Development Grants	14,272	6,943	7,329
Community Support Grants	72,321	39,870	32,451
Arts Grant Scheme	35,000	26,493	8,507
Sheltered Housing Heating	25,500	1,030	24,470
Senior Citizens Clubs	23,000	14,974	8,026
Support to Rural Care Model	2,491,000	622,750	1,868,250
Social Assistance Grants	35,000	3,933	31,067
Buses for Elderly and Disabled	49,980	24,990	24,990
Supported Employment	8,000	0	8,000
Sub Total Schemes	2,754,073	740,983	2,013,090
<u>Direct Schemes</u>			
Springfield	1,500	765	735
Xmas grant Scheme	487,000	2,373	484,627
Planned Maintenance	1,605,428	749,778	855,650
Sub Total Direct Schemes	2,093,928	752,916	1,341,012
<u>One-Off Projects</u>			
Shetland Arts Dev. Agency - Mareel	100,000	0	100,000
Joint legal advice	20,000	7,980	12,020
Shetland Rec Trust - Sandwick Pool Roof	200,000 *	104,355	95,645
Sub Total One-Off Projects	320,000	112,335	207,665
Trust Administration	539,760	289,499	250,261
Surplus Grants Refunded	0	-33,290	33,290
Total	11,019,758	4,796,727	6,196,819

Shetland Charitable Trust Management Accounts
Management and Administration : Period to 30 September 2011

Appendix 1

	Current budget £	Actual spend to 30 Sept £	year to date variance £
Staffing Costs			
Basic Pay and Allowances	352,000 v	169,926	182,074
Professional Membership Fees	2,000	145	1,855
Travel and Subsistence	6,500	3,650	2,850
Training and Staff Development	2,500	1,237	1,264
Sub Total Staffing Costs	363,000	174,958	188,042
Operating Costs			
Insurance	10,000	9,740	260
Administration	3,000	1,687	1,313
Supplies and Services	6,000	2,028	3,972
Bank Charges	1,000	190	810
Professional Fees: Other	5,000	2,331	2,669
Miscellaneous Items	1,200	603	597
External Audit Fees	22,000	24,571	-2,571
Members Allowances	7,500	2,497	5,003
Members Expenses	2,800	1,038	1,762
Legal Fees	40,000	23,530	16,470
Sub Total Operating Costs	98,500	68,215	30,285
Property Costs			
Energy Costs	3,500	1,758	1,742
Water Rates	3,000 v	2,305	695
Cleaning	3,500	842	2,658
Sub Total Property Costs	10,000	4,905	5,095
Bought In Services			
Finance	43,000 v	22,714	20,286
Committee Services	12,000	12,000	0
Computer Services	9,100	4,548	4,552
Messenger Service	2,000 v	0	2,000
Insurance Admin	2,160	2,160	0
Sub Total Bought In Services	68,260	41,422	26,838
Total	539,760	289,499	250,261
Shetland Development Trust Fund			
COPE Ltd	288,000 *	144,000	144,000

* These budgets have been modified by subsequent decisions of the Trust

v These budgets have been modified by virement

REPORT

To: Shetland Charitable Trust

10 November 2011

From: General Manager

Report No. CT1111065

RECOMMENDED DISBURSEMENTS – APPROVALS**1. Background**

- 1.1 On 30 March 2000, Trustees approved a report which authorised the then Director of Education and Community Services to act on behalf of the Trust and approve applications for community development and community support grants to organisations operating within Shetland. (Min. Ref. CT/19/00)
- 1.2 On 8 February 2006, Trustees approved a report which authorised the then Head of Service – Community Development to act on behalf of the Trust and approve applications for community arts grants to organisations and individuals operating within Shetland. (Min. Ref. CT/02/06)
- 1.3 It is a requirement that all approvals are reported to subsequent Trust Meetings.

2. Community Development Grants - £2,086

- 2.1 The following community development grants were approved by the Director of Development Services in the period from 20 August to 21 October 2011: -

	Grant Approved (£)
Name of Organisation	
Brae Youth Centre	675
Lunnasting Public Hall	411
Strom Park Development Trust	1,000

3. Community Support Grants - £40,343

3.1 The following community support grants were approved by the Director of Development Services in the period from 20 August to 21 October 2011: -

Name of Organisation	Grant Approved (£)
Scalloway Youth Centre Management Committee	15,300
Old School Centre (Mossbank Comm.& Youth Cntr)	10,441
Geramatwatt Centre	4,049
Peerie Breeks	707
Livister Youth Centre	9,846

4. Community Arts Grants - £3,589

4.1 The following community arts grants were approved by the Director of Development Services, in consultation with Shetland Arts, in the period from 20 August to 21 October 2011: -

Name of Organisation/ Individual	Grant Approved (£)
Dr Glen Tyler on behalf of Max Tyler	204
Thomas Fraser Memorial Committee	3,000
Shetland Needleworkers	385

5. Recommendation

5.1 Trustees are asked to note the approvals listed in paragraphs 2.1, 3.1 and 4.1.

Shetland Charitable Trust
Date: 25 October 2011
Our Ref: AJ/DA1

Report Number CT1111065

REPORT

To Shetland Charitable Trust

10 November 2011

From: General Manager

Report No. CT1111066

RECOMMENDED DISBURSEMENTS – SOCIAL CARE

1. Background

- 1.1 This report concerns approvals by the Council's Director of Community Care Services in the period to 7 October 2011, in terms of Report Number CT/030/94, which was approved by the Trustees on 8 April 1994.

2. Social Assistance Grant Scheme - £3,459.09

- 2.1 The Head of Community Care approved the following:-

	(£)
7 Social Assistance Grant of up to £2,000 (Appendix A)	3,459.08

- 2.2 The grants would be allocated from the Social Assistance Grant Scheme budget head.

3. Recommendations

- 3.1 Trustees are asked to note the Social Assistance Grants referred to in paragraph 2.1, totalling £3,459.08.

Shetland Charitable Trust
Date: 25 October 2011
Ref: AJ/DS1

Report No: CT1111066

Appendix A

SOCIAL ASSISTANCE GRANT SCHEME at 7 October 2011

Funds available in 2011/2012	£ 35,000.00
Less previously allocated	£ 3,543.42

Less the following: -

<u>Reference</u>	<u>Amount</u>
11/12 12	£ 393.70
11/12 13	£ 290.00
11/12 14	£ 172.14
11/12 15	£ 57.60
11/12 16	£ 100.00
11/12 17	£ 470.64
11/12 18	£1,975.00

(7) Approval by Executive Director, Education and Social Care	£ 3,259.08
---	------------

Balance of Funds remaining	£ 27,997.50
----------------------------	-------------

I confirm the above grants have been approved, for the relief of vulnerable persons in need by reason of age, ill health, disability or financial hardship.

Director of Community Care Services
Agent for the Trustees of Shetland Charitable Trust



REPORT

To: Shetland Charitable Trust

10 November 2011

From: General Manager

Report number CT1111067

Service Performance of Funded Organisations – Year Ending 31 March 2011

1. Introduction

1.1 The purpose of this Report is to present Trustees with information regarding the services, which are being provided by the various organisations to which the Trust provides funding. The Report is for noting, following consideration of the information provided.

2. Background

2.1 Trustees may recall that as part of the budgeting process, Service Co-ordinators are required, on behalf of the Trust, to determine:

- the strategic service framework within which any bid for funding from the SCT should be considered;
- an appropriate level and standard of service to be provided and express that in a Service Statement or Service Level Agreement (as appropriate);
- the appropriate cost at which to buy that service with due regard to comparable information and funding from other sources; and
- an appropriate monitoring and evaluation framework to ensure that services are being delivered to the required standard.

2.2 This Report now seeks to measure how successful the organisations are at delivering that given range of services to the community.

3. Present Position

3.1 Appendix A is a brief summary of the detailed service performance reports provided by each organisation in response to our request for service based information. The Grant Offer Letter, which organisations sign up to prior to any money being released, states that, "*the Grantee provides service performance reports as required for the proper monitoring of the grant, the reports to be of a format and frequency to be agreed by the Service Co-ordinator*".

In some cases, we ask for the information on a quarterly basis, some every 6 months and for smaller organisations we only need the information on an annual basis.

- 3.2 Table 1 below provides a summary of progress and/ or highlights any major variations to the targets set, with explanations as required.

Table 1: Summary of Key Issues and/or achievements

Organisation	Comment
COPE Ltd	COPE Ltd continues to pursue its aspiration for a project in Whalsay but to date has not secured the capital funding needed. COPE Ltd has recently appointed a permanent General Manager.
Disability Shetland Recreational Club	Disability Shetland continues to pursue external funding to finance its Co-ordinator's post. Current funding expires at the end of 2011/12 so a number of external funding bids have been submitted and currently await a decision.
Shetland Befriending Scheme	SBS secured a Big Lottery Fund grant over 5 years to develop a befriending service for older people. This new service should be rolled out in the near future.
Shetland Folk Festival Society	The research carried out by SFFS at its 2010 Festival illustrated the value of the festival to the local community with hundreds of musicians and visitors travelling to Shetland for the event. Visitor spend, coupled with the thousands who attend the various concerts and Festival Club, provide a significant boost to the local economy and Shetland businesses.
Swan Trust	The Swan continues to provide excellent sailing experiences and training opportunities to service users. The seasonal nature of the work sometimes creates difficulties when employing and retaining a full time Skipper. Poor weather can also significantly affect the Swan and impact on its availability and finances. However the Swan Trust committee members continue to skilfully manage these challenges and utilise experienced volunteers on trips as and when required.
WRVS	WRVS has had a period of settled staff and volunteers in place during 2010/11. This has enabled WRVS to make steady progress and expand service provision locally.

4. Financial Implications

- 4.1 There are no financial implications arising from this Report.

5. Conclusions

5.1 In terms of performance, there are no major issues of concern with regard to service delivery to report to Trustees. The Trust continues to work closely with organisations throughout the year to help ensure maximum benefits to Shetland and its inhabitants.

6. Recommendations

6.1 I recommend that Trustees:

- a) Consider the content of Appendix A;
- b) Highlight issues or areas where Trustees might wish to receive further information or clarification; and
- c) Otherwise, note the satisfactory service performance of the organisations that received funding from Shetland Charitable Trust.

Shetland Charitable Trust
2 November 2011

EMA/DA1
Report Number CT1111067-f

Appendix A

Purpose

The Appendices set out the purpose of most of the organisations for which funding was provided from Shetland Charitable Trust for the financial year 2010/11.

It sets out the key targets that were agreed for the funding provided and compares actual performance over the periods as stated.

The Appendix is presented to reflect service areas:

- Arts and Culture
- Children and Families
- Community Care
- Sport and Leisure
- Infrastructure Services

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

Arts & Culture

**Shetland Arts
2010/11 Grant - £696,038**

Purpose: To encourage, support, inspire, promote, develop and deliver activities in the fields of: dance; drama; theatre; film; literature; music; crafts; and visual arts with a view to the advancement of arts and culture and improving the quality of life for the inhabitants of the Shetland Isles.

Key Targets for 2010/11	Actual service delivery
Exhibitions by local, national and international artists and makers at Bonhoga	<p>A varied programme of exhibitions has been delivered throughout the year. 5 local artists were given support to develop their own exhibitions at Bonhoga, and work took place as part of the Gunnister Man exhibition in the Shetland Museum.</p> <p>Three major exhibitions arising out of the Portage research took place and this featured work from national and international artists.</p> <p>Bonhoga Galley Touring Programme featured a number of local artists and their work was exhibited in a number of locations including Sumburgh Airport, The Peerie Shop Café and various Leisure Centres.</p> <p>The Shetland Open Exhibition took place in the autumn and the theme was "Portrait." This competition provides a significant development opportunity for local artists.</p>
Promoting and supporting Visual Arts	<p>The Space2Face pilot project was completed, and included partners in the Council's Criminal Justice service, Children's Reporter and CAB's Restorative Justice service.</p> <p>Space2Face brought artists together with young offenders and the victims of their crimes, and the project is a first for Scotland.</p> <p>Power of Place, Shetland's celebration of architecture and place, was planned and delivered. The event was deemed a success and events included a conference and Public Art Project. Power of Place involved a number of local individuals and organisations and SADA is a lead partner.</p> <p>Other activities completed involving SADA included a number of schools attending the Bonhoga Galley Education Programme, a series of evening night classes delivered in Graphic Design and continuation of the Visual Artists Awards Scheme. This micro grant scheme helped local visual artists to make significant developments in their careers.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

<p>Support Crafts development</p>	<p>The Craft Development Officer (CDO) was involved in developing the Portage “Extremes of Scale” exhibition at Bonhoga Galley. This involved craft makers from various northern European countries, and the exhibition was held in October 2010.</p> <p>The CDO continued to support and mentor a wide range of local craft makers, groups and associations during the year. The CDO also works closely with Shetland College and its textile students.</p> <p>The Wirkin Up grant scheme again offered some financial assistance to local makers to help with their ongoing development.</p> <p>A number of craft exhibitions were completed during the year including the “G-man” craft exhibition, which ran for a total of 15 months.</p>
<p>Provide Drama development opportunities</p>	<p>Regular and practical developmental support was given to Splinters Youth Theatre by the Drama Development Officer (DDO) to assist them with preparations for the County Drama Festival.</p> <p>SADA also worked in partnership with Serpentine Drama Group on a project for the Hamefarin.</p> <p>The DDO also rehearsed and produced “Who Cares?” a partnership project between SADA, Community Mental Health Team and the Weisdale Players. It was written by the DDO and developed with Weisdale Players, and the production dealt with issues to do with carers of people with mental health problems.</p> <p>Shetland Youth Theatre was also worked with during 2010/11.</p> <p>The DDO was involved in discussions with the National Theatre of Scotland about possible projects. The DDO also assisted the Skills for Work scheme, using role play with young people to help them become more employable.</p> <p>Other activities during the year included planning towards Tall Ships 2011 into possible events, working with local community groups and schools.</p>
<p>Develop Dance activities</p>	<p>Preparatory work was undertaken with a dancer who was selected to represent Scotland at the Commonwealth Games in Delhi, India.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

<p>Encourage Literature development and seek out partnership projects</p>	<p>Over 50 workshops were completed with the Traditional Dance Artist in Residence, and this activity has delivered workshops in schools all over Shetland.</p> <p>Traditional dance workshops have also been delivered to senior citizens clubs, WRVS clubs, community groups and clients in various care settings.</p> <p>Belly dancing workshops were facilitated, culminating in a performance at the Garrison Theatre. Many of the students from the workshops participated in the final performance.</p> <p>The 9th Wordplay Festival was held in September 2010 and deemed a success. This event attracted writers of local, national and international standing.</p> <p>A successful writer in residency project was completed involving best selling crime writer Stuart McBride. The residency included creative writing workshops, public readings and visits to local Writers groups. A number of local schools were also visited during the month long project.</p> <p>The Literature Development Officer (LDO) continues to regularly support local writer's groups meetings and creative writing sessions were held throughout the year.</p> <p>The LDO also held a CPD event for teachers and library staff and is exploring other potential writers residencies for 2011.</p>
<p>Promote Music development</p>	<p>The Music Development Officer (MDO) continued to work on the development of NC and HNC courses in music as part of a contract with Shetland College/UHI. New courses are expected to commence from autumn of 2011.</p> <p>Evening night classes were supported and lead by SADA staff during the winter months.</p> <p>SADA successfully delivered Fiddle Frenzy in August 2010, the international fiddle school with 90 students participating.</p> <p>During the autumn a number of workshops and concerts were held as part of the annual Peerie Willie Guitar Festival.</p> <p>Various local and visiting musicians performed during the year in a range of genres, from jazz to classical music.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

	<p>The MDO also has been involved in preparations for Mareel and related initiatives such as ProTools training course. This industry recognised music recording software has a number of potential benefits and could help raise the standards of recorded music in Shetland.</p> <p>It is planned that Mareel will become a recognised training provider in ProTools and this should assist with the delivery of music courses in the future.</p> <p>A number of projects involving young people are ongoing. Youth Traditional Music Sessions were held in Lerwick, and the Shetland Young Promoters Group continue to be supported and mentored, to gain real life skills and knowledge to enable young people to stage and promote their own events.</p>
<p>Encourage Film and Digital Media development</p>	<p>The 4th Screenplay Film Festival was delivered in September and resulted in 25 screenings throughout Shetland, as well as a number of workshops to schools and higher education students.</p> <p>SADA film equipment was regularly used by many groups and individuals throughout the year.</p> <p>SADA has also worked closely with B4 Films, who hope to produce a full length feature film on the island of Fetlar.</p>
<p>Provide performances at Garrison Theatre to entertain, challenge and attract audiences</p>	<p>The Garrison Theatre was re-decorated and partly refurbished during 2010/11.</p> <p>A weekend of films was programmed monthly throughout the year, with many family and popular movies enjoyed.</p> <p>The Garrison hosted a wide range of events from regulars such as the annual pantomime, Young Fiddler of the Year and County Drama Festival to a one off performance from the Singing Kettle and events at Up Helly Aa.</p>
<p>Mareel Development</p>	<p>Mareel project is ongoing and in extremely staff and resource intensive.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

Shetland Arts Development Agency Attendance figures – 2010/11

	2010/11 Target	2010/11 Actual
Attendance at performances - own venue (exc. Film)		
Number of performances	60	42
Total attendances	11,000	7,961
Attendance at visual arts/crafts exhibitions (Own Venue)		
Number of exhibitions	40	45
Total attendances	50,000	17,737
Participation in education & outreach events (Own Venue)		
Number of events	75	127
Total attendances	2,185	2,181
Attendance at performances - other venues (exc. Film)		
Number of performances	65	50
Total attendances	3,580	5,104
Attendance at visual arts/crafts exhibitions (Other Venues)		
Number of exhibitions	60	61
Total attendances	50,900	80,081
Participation in education & outreach events (Other Venues)		
Number of events	612	826
Total number of participants	9,545	14,949
Support for artists / artistic development / professional training		
Number of events	104	344
Total number of participants	830	1,546

Shetland Arts Development Agency Attendance figures – 2010/11

Dance		
Total performances	5	2
Total attendances	400	190
Drama		
Total performances	13	12
Total attendances	850	740
Music		
Total performances	33	37
Total attendances	3,200	4,571
Literature		
Total performances	5	4
Total attendances	265	57
Film (Garrison)		
Total performances	150	185
Total attendances	15,000	16,550

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

**Shetland Accordion and Fiddle Festival
2010/11 Grant - £12,000**

Purpose:

To provide opportunities for the performance of accordion and fiddle music at a festival.

To provide the opportunity for visiting musicians to meet and play with local musicians thereby imparting knowledge and styles to each other.

To provide an opportunity for young Shetland musicians to broaden their horizons and perform to large audiences.

Key Targets for 2010/11	Actual service delivery
Maintain and build on the high standard of previous years	Festival Club again based in Islesburgh Community Centre over the weekend and was busy as usual.
Encourage as wide a range of traditional music as possible by bringing musicians from Scandinavia, Scotland, England and Ireland	Visiting musicians mainly came from the Scottish mainland, but there were also representatives from England, Ireland and Norway. There was also a group from Northern Slovakia who were very popular with all audiences.
Maintain festival club membership – 600+ members	693 memberships sold – an increase of 8 from 2009 festival
Maintain audience numbers at the various venues – 2,900	2,781 tickets sold – a decrease of 1 from 2009 festival
Maintain the number of club members from out with Shetland thus boosting off season tourism – 250	279 memberships sold to visitors from outside Shetland – an increase of 20 from 2009 festival
Ensure that the festival covers all areas of Shetland – at least 2 island venues	Concerts were spread throughout Shetland over the weekend including venues at North Roe, Sandwick, Aith and Vidlin. Concerts also took place in Bressay and Mid Yell.
Maintain/increase revenue generated from ticket sales, raffles and memberships - £33k	Actual £35.3k
Satisfaction survey – 100% satisfaction	No satisfaction survey carried out. However 23rd festival was well received feedback was again very positive with no complaints received by the committee. Press coverage was less than hoped for but reports were positive in general.

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

Shetland Folk Festival Society
2010/11 Grant - £18,000

Purpose:

To assist with the costs of providing artists to perform at the 30th Shetland Folk Festival and to help cover the costs of providing transport and venues.

Key Targets for 2010/11	Actual service delivery
Festival club - a central meeting place for members and artists available during the festival	Festival club was again busy and well used throughout the weekend. Facilities included storage, function room, bar and catering facilities, session rooms and workshop areas.
1 "open to all" concert held on Thursday lunchtime for festival weekend	Opening concert was held and very well attended.
4 workshops including Shetland dancing	5 workshops held including Shetland dancing
1 youth event (free attendance) featuring young musicians from throughout Shetland	One afternoon youth event was held
Concerts – approximately 21 concerts are held throughout Shetland with 5,600+ in attendance	24 concerts held throughout Shetland with a total of 6,314 tickets sold. Considerable increase from 2009 festival, mainly due to securing Singing Kettle for family concerts and by staging a concert in the Clickimin Centre on the opening night. Funding was secured from EventScotland and Awards for All to enable the festival to offer these expanded events as part of the 30th festival.
Outreach concert – one in Unst, Fetlar, Out Skerries or Fair Isle, with 150 in attendance	Concert held in Burravoe, Yell. 156 attended.
Additional Special Needs concert – held annual in Bells Brae School, with 100 in attendance	One afternoon concert held in Bell Brae ASN Unit. ASN Unit also had a private Singing Kettle concert.
Playgroup concert – one held annually each year, with 300+ in attendance	One playgroup concert held in Clickimin. Approximately 400 in attendance including parents.
SFFS will provide information on the total number of tickets (per venue) and memberships sold	Information received on each venue. Total ticket sales for the Festival were 6,314 and total memberships sales were 2,047
SFFS will provide information on how many tickets/memberships are purchased from visitors to Shetland	Visitors to Shetland purchased 500 memberships (included in the above total)

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

<p>SFFS will carry out a customer satisfaction survey and report results to Shetland Charitable Trust.</p> <p>At least one visit to a primary school for exchange of music</p>	<p>A detailed customer satisfaction survey was successfully conducted. Responses illustrate that the festival is very well received by the local community and visitors to Shetland. The survey also established that the festival makes a very significant contribution to the local economy.</p> <p>Whiteness and Weisdale Primary School was visited by artistes</p> <p>Private music session for participants at the Eric Gray Resource Centre</p> <p>One Youth Event on Saturday afternoon with over 70 young performers</p> <p>Two films crews in attendance, one filming a documentary about Fiddlers Bid and the other about the community run Festival.</p> <p>Workshops delivered in drumming, Shetland guitar, Shetland fiddle, singing and Shetland dancing.</p>
--	--

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

Children and Families

**Shetland Befriending Scheme
2010/11 Grant - £54,418**

Purpose:

Offering young people the opportunity to form a trusting relationship with an adult to promote his/her personal development, self esteem, self confidence and emotional growth.

Key Targets for 2010/11	Actual service delivery
To continue to provide a service Shetland wide.	Shetland Befriending Scheme provides a Shetland wide befriending service to children and young people
To continue to support, monitor and review matches to ensure the befriending is benefiting young person	Befriending Scheme has supported 33 young during the year and is currently reaching 74% of service demand.
To promote the service	Shetland Befriending Scheme continues to promote the service throughout Shetland. Promotion methods include emails, radio features, posters, flyers, adverts in the local press and attending local events.
Recruit up to 6 new volunteers	12 new volunteers accepted on to volunteer initial training. Enquiries and volunteer recruitment continued through the year.
Deliver one group 8-week training sessions for new volunteers	Two 8-week group training sessions held during the year for new volunteers.
To have up to 6 newly trained volunteers ready to be matched	12 new volunteers fully trained and ready for matching with a client.
To offer 3 sessions of peer support to working volunteers	4 sessions delivered on a range of issues.
To offer a minimum of 6 group activity days for volunteers and their young person to participate in	6 group activities took place and were generally well attended.
To offer credited/non credited training to volunteers as and when the opportunity arises	Training was offered on two different short courses.
General Client Information & case studies	General client information and case study received.

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

Shetland Youth Information Service
2010/11 Grant - £188,840

Purpose:

To motivate, challenge and enhance the lives of young people in Shetland by providing support and information services, which are developed and delivered in partnership with young people.

Key Targets for 2010/11	Actual service delivery
Contact with young people – 3,500	3,233 contacts with young people, with the majority male service users. Drop in centre open from Monday to Saturday and usage numbers are steady all year round. Information, advice and support available to young people and a varied programme on offer.
One to one work with young people – 200	59 one to one support sessions held. Majority of contacts about employment and training, but support provided on other topics.
Regular outreach sessions – 100	20 outreach sessions delivered. Majority of sessions delivered in Sandwick Junior High School, but sessions also delivered in Aith Junior High School, Anderson High School, Brae High School and the Shetland College.
Outreach contacts – 600	376 outreach contacts
Website contacts – 3,000	4,500 website contacts. Further website development is planned during 2011, and staff are working hard to encourage young people to become involved with this.
General client information and case studies	General client information and case studies received.

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

Community Care

Shetland Islands Citizens Advice Bureau
2010/11 Grant - £132,265

Purpose:

Providing an independent advice and information service to:

1. Ensure the individuals do not suffer through lack of knowledge of their rights and responsibilities, or of the services available to them, or through an inability to express their need effectively and;
2. To exercise a responsible influence on the development of social policies and services, both locally and nationally.

Key Targets for 2010/11	Actual Service delivery
New client contacts (3,500)	3,965
New client issues (6,000)	6,086
Repeat client contacts (6,000)	7,698
Repeat client issues (10,000)	13,751
Employment tribunals (or negotiated settlements including ACAS) - 10	43 completed. Huge increase is as a direct consequence of increased number of redundancies in Shetland during 2010. One company's breach of redundancy regulations generated 35 tribunal applications.
Confirmed employment annual financial gains (£20,000)	£137,711 As a result of increased employment tribunals there has been linked rise in financial gains due to successful outcomes.
Confirmed annual financial gains across all subject areas, excluding Welfare Rights (£50,000)	£15,517 The "low income low assets" bankruptcy applications are now included in the money advice figures.
Welfare Rights Appeal tribunals (40)	74 45% increase in the number of appeals heard from 2009/10. Largely due to Employment and Support Allowance (ESA), that replaced incapacity benefit in 2008. This is a national trend.

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

Welfare Rights Reviews / Supersessions (50)	83
Welfare Benefit Health Checks (150)	435 across all projects within the local Bureau
Welfare Rights Confirmed annual financial gain (£750,000)	£1,399,402
Total debt managed, including money advice project (£3,000,000)	£3,246,543 Existing debt total is £1,823,305 New debt total is £1,423,238 Money advice financial gains total £527,836 – most gains due to “Low Income Low Asset” route with 21 applications completed during the year.
Customer satisfaction results	Extensive customer survey completed in January 2010 with very positive results. No survey carried out during 2010/11 due to undertaking an Organisational Audit and Independent Quality of Advice Audit, but another survey scheduled for 2011.

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

COPE Ltd
2010/11 Grant - £154,967
Additional lifeline funding - £175,000

Purpose:
 Providing training, support and employment opportunities to adults with learning or physical disabilities

Key Targets for 2010/11	Actual service delivery
To provide training, support and employment opportunities for 50 people with disabilities in Shetland.	More than 60 placements provided during the year. 10 COPE employees have a disability.
10 school placements expected to be made available	On average 5 school placements made available per quarter
Supported placements within COPE enterprises resulting in approximately 900 hours	On average 700 hours of supported work placements provided per week
Progress the Whalsay project	Work on the Whalsay project continues. Designs and planning permission in place and net store building owned by COPE.
	COPE still exploring capital funding for this project but current financial climate making progress difficult.

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

**Couple Counselling Shetland
2010/11 Grant - £12,000**

Purpose:

Providing a counselling service to resolve or reduce relationship problems.

Key Targets for 2010/11	Actual service delivery
Recruit two counsellors to be trained and accredited by Relate Scotland (2 year programme)	One counsellor is fully trained and accredited. Another counsellor still undergoing training and one student doing training.
General client information	<p>234 appointments during the year from clients aged between 19 and 64 years old. Service users reside throughout Shetland with main areas using service from Lerwick (39%) and North Mainland (26%).</p> <p>Clients are supported on a wide range of issues including breakdown, affairs, constant arguments and communication problems, health issues, financial issues, gambling, bad debts, alcohol problems and difficulties with children.</p> <p>Clients complete a questionnaire following last session and are asked to provide information on how the service is performing. Service user feedback continues to be positive.</p>
Case studies	No case studies provided, due to confidential nature of the service.

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

**Disability Shetland Recreation Club
2010/11 Grant - £12,641**

Purpose:

To support the running costs of the Recreation Club including hiring venues, transport, volunteer expenses and training;

To contribute to the costs of delivering the Social Activities project at Montfield.

Key Targets for 2010/11	Actual service delivery
Sport Sessions (14)	14 sessions delivered
Swimming Sessions (10)	10 sessions delivered
Swimming Sessions (Unst, 60)	99 sessions delivered
Swimming Gala (annually)	1 competition held *
Yoga sessions (10)	10 sessions delivered
Bowls Competition (annually)	1 competition held. 40 people attended
"Wootton Lass" Trips (20)	36 trips delivered **
New trained volunteers (15)	16 volunteers recruited and trained
All Stars football Club (15)	10 sessions delivered ***
Social Activities at Montfield (50)	A wide variety of activities, games and speakers provided during the year. The Social Activities project met 50 times during the year. 11 clients in attendance.
Satisfaction outcome – 100%	Achieved. A service evaluation was carried out during 2010/11. 100% of service users indicated they were satisfied with services and activities provided.
Client information	No information received
Case studies	No case studies received

* The annual swimming gala was held in September 2010 and this event was considered very successful with 51 people attending.

** The target number of "Wootton Lass" trips was exceeded in 2010/11. The Boat spent a total of 47 hours at sea and covered 189 miles. 173 passengers were on the "Wootton Lass" including 91 service users plus 82 carers. Trips took place throughout the summer months and are a very popular feature of Disability Shetland.

*** Club re-started in October 2010 and caters for 6-18 year olds.

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

Shetland Link Up
2010/11 Grant - £47,994

Purpose:
 Providing support to people who are affected by mental health problems.

Key Targets for 2010/11	Actual Service Delivery
Attendance at Mixed Group (1,000)	1,217
Total client contacts (1,500)	1,510
Average number of clients actively receiving a service at any one time (22)	25 active clients
Number of volunteers (2)	5
Total volunteer hours (200)	504
Satisfaction Outcome (75%)	Satisfaction survey carried out each quarter – average result for 2010/11 was 95%
General client information	<p>Service users come from all over Shetland. The majority of clients are between 26-35 and 36-45 years of age. Clients predominantly from the central mainland area.</p> <p>Clients are fairly even in terms of gender split, with slightly more men than women.</p> <p>Case studies received.</p>

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

Voluntary Action Shetland
2010/11 Grant - £144,412

Purpose:

To provide a central point for the voluntary sector, providing office space, storage, administrative support, sign posting, advice and information to the voluntary sector in Shetland

Key Targets for 2010/11	Actual service delivery
Understanding the voluntary sector	<p>Social Economy research was commissioned by Voluntary Action Shetland (VAS) in partnership with HIE and Shetland Island Council.</p> <p>This research was completed during 2010/11 and the final report is now being considered by the above partners to put together an action plan.</p>
Communicating with voluntary sector	<p>VAS provides a range of regular updates to the local voluntary sector. Information is circulated using media, email, newsletters, website and by participating at various community events.</p> <p>113 e-bulletins issued with over half a million website hits during the year.</p> <p>Over 90 local voluntary organisations and community groups receive direct updates from VAS.</p>
Representing the interests of the voluntary sector locally	<p>VAS represents Shetland as part of the Scottish Council for Voluntary Organisations (SCVO). VAS regularly attends meetings and events on the Scottish mainland.</p> <p>Locally VAS is a member of numerous partnerships, working groups and forums and operates at a strategic level on a number of issues.</p> <p>VAS represents the sector in areas such as Child Protection Committee and Community Planning.</p>
Providing support services	<p>VAS provides office accommodation for a significant number of voluntary sector organisations at Market House. Market House also offers services such as payroll, finance, postage and message collection.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

<p>Promoting Good Practice</p>	<p>In addition to this, VAS can offer community groups and voluntary organisations assistance with governance matters, policies and procedures, legal and financial matters, OSCR returns, as well as advice and assistance with funding applications and business planning.</p> <p>VAS also has access to a range of training materials and courses.</p> <p>In addition to this, VAS provides daily management to Disability Shetland and Shetland Befriending Scheme and provides significant support to the carers groups.</p> <p>VAS continues to encourage good practise wherever possible.</p> <p>Training opportunities are regularly circulated to groups and voluntary organisations, criminal record checks are carried out for local volunteers, and groups are supported with policies and procedures</p> <p>VAS also available to attend meetings of groups and voluntary organisations to provide information and advice.</p>
<p>Growing the Sector</p>	<p>VAS has assisted two new groups with an action plan and fundraising ideas.</p> <p>It has also supported voluntary organisation with external funding applications. This includes acting as a referee for applicants in some cases.</p> <p>During 2010/11 VAS has helped voluntary organisations based within Market House to secure over £0.5m of external funding into Shetland.</p> <p>Funding sources secured include the Scottish Government, European Social Fund, The Robertson Trust and Fairer Scotland Funding.</p>

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

W.R.V.S.

2010/11 Grant - £47,622

Purpose:

To enable older people to get more out of life by delivering practical support and a range of community based services tailored to individual need

Key Targets for 2010/11	Actual service delivery
<p>Continue current range of clubs and services throughout Shetland</p>	<p>2 lunch clubs and 6 social clubs operated by WRVS throughout the year. In total the clubs delivered 112 sessions, with attendances of 1,192 and serving around 300 meals and providing a good variety of social and recreation activities.</p> <p>WRVS continued to deliver its Community Transport service to help service users attend its clubs. In total 824 passenger trips were co-ordinated during the year.</p> <p>Blether Together telephone friendship service is under development and being promoted. Uptake for the service has been limited so far, but it remains a possibility in future.</p>
<p>Recruit relevant numbers of volunteers in line with service expansion</p>	<p>A thorough review of volunteer files was completed with 53 active volunteers in service at the start of the year. By the end of the year active volunteer numbers has increased to 57, which is largely in line with service expansion. Recruitment of volunteers and training has also taken place during the year.</p>
<p>Continue expansion of centres in Scalloway and South Mainland</p>	<p>Research took place in both areas and it was determined that there was no demand for another club in the South Mainland. A new social club was started in Scalloway in January 2011, and work is now underway to explore the possibility of a social club in the Central Mainland area.</p>
<p>Establish service need on Unst and Yell by August 2010</p>	<p>Following detailed research it was established that there is no demand for a service in Unst. However findings in Yell indicate there is interest in establishing a social club or lunch club possibly in the Burravoe area.</p>
<p>Achieve a 6% increase in growth and development of Good Neighbours service</p>	<p>Good Neighbours service has also had positive results with steady growth during the year. Poor weather during winter months affected service levels. In 2010/11 there were 310 non transport tasks such as shopping, with almost 600 passenger journeys for service users.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

<p>Establish 2 new lunch clubs in 2010/11</p>	<p>No new clubs have been set up, but research and discussions with communities indicate there may be opportunities for new social clubs in Yell and the Central Mainland areas. WRVS try to provide person centred solutions for service users and therefore will only develop new clubs where there is a clear need for such.</p>
<p>Each unit to generate income of £1,000.00 per annum</p>	<p>WRVS have been successful in generating over £2,500 during the year, but have found fundraising activities a significant challenge alongside organising and delivering services. Volunteers are more interested in service delivery, but WRVS will continue to seek income generating activities wherever possible.</p>
<p>Establish further joint working with other agencies, voluntary and charitable organisations with 2 new contacts</p>	<p>WRVS has always worked well with other organisations, and is well placed to form its base in Market House. During 2010/11 closer links have been forged with service local Care @ Home teams and local organisations such as the Red Cross.</p>
<p>WRVS Shetland is fully recognised as a provider of services to both community and blue light agencies</p>	<p>WRVS has a team of trained volunteers ready to assist the blue light agencies at any emergencies in Shetland. No emergencies have taken place during 2010/11, however WRVS have successfully participated in 2 exercises at Scatsta airport and 2 exercises at Sumburgh airport.</p>
<p>Quarterly client review and evaluation</p>	<p>WRVS continues to focus on service users to ensure their needs are met. A user survey was conducted in October 2010 and the results demonstrated that 89% of users rated services as good or very good. 78% of respondents also stated that WRVS significantly reduced feelings of loneliness. WRVS plan to undertake a volunteer survey in 2011.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

Sport and Leisure

**Shetland Recreational Trust
2010/11 Grant - £2,518,550**

Purpose:

To provide wide range of leisure and sport activities and facilities at 8 locations throughout Shetland. The facilities are professionally operated, well maintained to a high standard with appropriate opening hours. The facilities are seen as places for whole communities to meet, socialise and play. They are a major attraction for local residents and an important factor in attracting tourists.

Key Targets for 2010/11	Actual service delivery
<p>Maintain existing opening hours and user numbers.</p> <p>Review opening hours to better reflect community and school needs during 2010/11</p>	<p>See table below</p> <p>The Trust met a variety of its stakeholders to discuss the range and level of services provided, including opening hours. Meetings involved head teachers, Active Schools staff and staff from the Council's Sports Development section.</p> <p>Further meetings held with sports groups, users, community workers and interested parties.</p> <p>The outcome of the public meetings was that each local community was very pleased with the current service provided and acknowledged the current financial constraints for the Trust. Disappointment was noted over opening hours during the festive period.</p> <p>Further meetings held with officers of the schools service to discuss future schools use of SRT facilities. The outcome of these discussions was incorporated into the budget exercise for 2011/12.</p>
<p>Achieve target users of 714,000.</p>	<p>See table below</p>
<p>Implement the Management Plan and Operating Plans for each centre</p>	<p>Plans achieved and within budget. Admissions increased during 2010/11, despite prolonged period of snow during November and December which impacted usage especially in the rural centres.</p>
<p>Contribute to the principles and actions of the Active Lives Partnership and Shared Services Agenda.</p>	<p>A number of meetings have taken place during the year and SRT have attended the Highlands and Islands Regional Sporting Partnership.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

	Work has also taken place to investigate a joint booking system for all sport and leisure facilities and development of a sport strategy for Shetland. A joint audit has also commenced to review existing usage and unmet demand to support any future bids for capital investment.
--	--

Actual SRT opening hours in 2010/11

Facility	Actual Opening Hours per Annum	Target Opening Hours per Annum
Clickimin Leisure Complex	5,605	5,500
Unst Leisure Centre	3,714	3,800
Yell Leisure Centre	3,641	3,700
North Mainland Leisure Centre	3,930	3,900
Whalsay Leisure Centre	3,700	3,700
South Mainland Pool	3,056	3,000
Scalloway Pool	3,095	3,100
West Mainland Leisure Centre	3,911	3,900

Actual SRT admission numbers in 2010/11

Facility	Actual Admissions at 6 Months	Actual Admissions at 9 Months	Actual Admissions at 12 Months	Annual Target Number of Admissions
Clickimin Leisure Complex	193,542	275,063	447,629	425,000
Unst Leisure Centre	11,773	16,042	22,502	25,000
Yell Leisure Centre	17,151	25,716	37,470	40,000
North Mainland Leisure Centre	29,360	38,791	51,502	60,000
Whalsay Leisure Centre	20,490	32,296	44,426	50,000
South Mainland Pool	17,704	23,340	32,336	30,000
Scalloway Pool	14,057	19,960	29,651	30,000
West Mainland Leisure Centre	29,371	39,809	58,529	54,000
Total	333,448	471,017	724,045	714,000

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

The Swan
2010/11 Grant - £48,900

Purpose:

To make the Swan available for viewing, restored in good working order and registered as an approved sail-training vessel.

To encourage young people to sail on the Swan, to appreciate Shetland's sailing and fishing history and experience our wildlife and culture.

Key Targets for 2010/11	Actual service delivery
Usage:	
Shetland schools (12)	13
Orkney schools (10)	2
Special Needs (3)	2
Youth Groups (3)	1
Analysis:	
School children (350)	319
Youths under 25 (75)	63
Adults (300)	307
Percentage of users who were satisfied with the service provided (80%)	Satisfaction survey not carried out. Service users continue to provide positive feedback and no complaints reported
Percentage of users who would return for another trip (80%)	As above. However the Swan continues to receive a significant number of repeat service users.
Report demonstrating activity of the Swan	<p>Regular activity reports received. The Swan went to Orkney in April 2010 but uptake lower this year mainly due to bad weather.</p> <p>In May charters were delivered for schools in Uyeasound, Baltasound, South Nesting and Sandwick. Anderson High School also had a trip. Baltasound had a weeklong trip to Norway. Further Shetland schools charters completed for Olnafirth, Aith, Cullivoe, Mid Yell and North Roe schools.</p> <p>Swan then attended classic boat festival at Portsoy in June, and general repairs carried out to the generator and toilets.</p> <p>The remainder of the summer included a charter to Norway, participation in 2010 Tall Ships with 10 trainees having a great experience. The Swan also did a number of shorter trips locally including Skerries race, Unst Fest sail days and other day and evening sailings. September saw a trip to Aberdeen and then the Swan was taken to MacDuff to undertake a professional survey.</p>

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

	<p>During the winter months a list of maintenance tasks was produced and worked through. Repairs completed to deck leaks, new hydraulic steering system fitted, engine room vents fitted, mast and rigging refurbished and general painting and varnishing tasks.</p> <p>The committee receiving bookings and enquiries for 2011 season and are working on further promoting the Swan. A DVD has been commissioned and discussions ongoing towards the Swan's involvement in the 2011 Tall Ships race.</p>
--	--

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

Infrastructure Services

Shetland Amenity Trust
2010/11 Grant - £1,052,728

Shetland Amenity Trust continues to be an active, broad based and successful Trust, running the Shetland Museum and Archives and a range of heritage and culture services, many by means of service level agreement with the Council. The Trust has had numerous successes in the year and below are listed a few highlights. For the full breakdown of progress against performance targets, please refer to the Performance Management Report for 2010-11.

Key Performance Targets	Actual service delivery
<p><u>Administration and Management</u> Support the diverse range of projects/ services offered by the Trust</p> <p>Review administration structure and function to ensure that it effective support for Senior Management Team, Trustees and the wider organisation.</p>	<p>Successful Investors in People 3-year review took place in October.</p> <p>New structure in place and successfully delivering Trust's administrative requirements.</p>
<p><u>Interpretation</u> Complete re-branding of interpretive leaflets and development of Trail Leaflets. Launch replacement Shetland Heritage & Culture website.</p>	<p>Completed and leaflets now in print and website launched.</p>
<p><u>Natural Heritage</u> Maintain the present functions of SBRC.</p> <p>Ensure that all species of endemic and threatened hawkweeds are in cultivation (working with Woodlands Team).</p>	<p>SBRC database now has 223,000 records</p> <p>Dr Tim Rich from National Museum of Wales congratulated Shetland Amenity Trust on the best example of cultivating endemic and threatened hawkweed species. Seed from only remaining endemic species located and collected</p>
<p><u>Archaeology</u> Develop Old Scatness Broch visitor centre and showcase the site</p>	<p>Delivered successfully with 6,242 visitors (an increase of 15% over 2009).</p>
<p>Complete and publish the Pictish and Viking volume of Old Scatness</p>	<p>Pictish and Viking volume launched.</p>

**Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011**

Appendix A

<p><u>Place Names</u> Maintain and develop Shetland Place Names database and GIS links</p>	<p>1300 names entered into the database, taking the total to over 10,000</p>
<p>Develop the fishing meids database and publication.</p>	<p>Book published and sold out in 4 months - reprinted to meet demand</p>
<p><u>Environmental Improvement</u> Continue to expand core recycling activities and salvage architectural building materials for public renovation projects</p>	<p>10 tonnes of aluminium recycled. 1213 inkjet cartridges recycled. Ongoing work in conjunction with Architectural Heritage Team on the recycling of building materials</p>
<p>Waste minimisation and education visits to schools, youth groups and public events</p>	<p>Wide range of initiatives and events and campaigns to reduce the islands' energy consumption completed</p>
<p>Da Voar Redd Up</p>	<p>Nearly 4,200 volunteers involved with 55.84 tonnes of bruck collected and disposed of. Mini Redd Ups supported throughout the year.</p>
<p><u>Woodlands</u> Continue to support and promote local tree planting initiatives</p>	<p>Tree planting initiatives in Fetlar, Dunrossness School, Clickimin, Sullom, Brae, Quoys and Nesting School; replacement undertaken at Belmont House. Advice given and plants supplied for GAETS plantation at Burn of Hoswick</p>
<p>Continue propagation programme at the new Horticultural Unit</p>	<p>Quantities of saleable and plantable material has increased Part 2 of Plant Tissue Culture (PTC) training completed Undertaking work for University of Dundee Botanic Gardens on 4 rare Scottish alpine plants All but one of Shetland endemic hawkweed species now in cultivation Wind-to-heat system has improved propagation rates</p>

Shetland Charitable Trust
Service Performance Monitoring Statement
April – March 2011

Appendix A

Shetland Churches Council Trust
2010/11 - £54,075

Purpose

The Trust deed states that the Objects of the Trust are

- a)** to strive to enable those Christian congregations in Shetland who wish to participate in the Shetland Churches Council to co-operate in using their resources, both human and material, more effectively in working for the extension of Christian knowledge and experience, in playing a corporate part in influencing and changing society and in worship.
- b)** For such other purpose or purposes charitable in law as the Trustees shall from time to time determine

Key Performance Targets	Actual service delivery
To hold regular meetings of Trustees, around 6 per year, to consider Grant applications and to receive reports from Trust representatives on various groups that the trust is involved in.	5 meetings held
To continue to assist Christian congregations with the upkeep and repair of their buildings, particularly where they have a wider architectural or community benefit, in order to ensure that these buildings can continue to provide satisfactory places of worship.	1 award primarily for external works Geographical spread: Skerries, Lerwick, Scalloway
To ensure, where practical, that entrances are not a barrier to wheel-chair bound users and that other impairments, such as deafness, are mitigated by provision of 'Loop' systems	2 grants given relating to either disabled access or disabled toilets
To work together to co-ordinate and facilitate services and events for the Hamefairin, Tall Ships Race and the opening of Mareel.	Organised service on the pier during Hamefarin/Flavour of Shetland weekend. Attended by approx 450. Tall Ships event in planning stage.
Provide travel grants to defray some of the costs of travel from Shetland, so as to 'level the playing field' as compared to similar people in mainland churches	3 grants awarded, one of which was to a group
Sit on committees and bodies dealing with issues such as drugs and alcohol, Emergency Forum, etc	Representatives on 3 bodies
To support "Rebellion" – a regular youth event for teens of all denominations and none	Rebellion has taken place 6 times this year. Supported Burra Baptist football holiday club

REPORT

To: Shetland Charitable Trust

10 November 2011

From: Financial Controller

Report: CT1111068

FUND MANAGER TRANSACTIONS

1. Introduction

1.1 Shetland Islands Council provides Treasury support to Shetland Charitable Trust under the terms of a Service Level Agreement (SLA).

2. Investment Decisions

2.1 Appendix A lists the investment decisions made by Insight Investment Management Limited during the period from 1-31 August 2011.

2.2 Appendix B lists the investment decisions made by BlackRock during the period from 1-31 August 2011.

2.3 Appendix C lists the investment decisions made by Schroder Investment Management Limited during the period from 1-31 August 2011.

2.4 These appendices list purchases in order of transaction size and sales in order of the size of the gain or loss made on the transaction.

2.5 The Fund Managers make investment decisions based on the terms of Investment Management Agreements.

3. Movement on Charitable Trust Funds

3.1 The following table shows the movement on the Charitable Trust funds for the current financial year to date:

2011/12 to 21 Oct 2011

	£ million
Market Value at start	178.8
Market Movement	(5.5)
Injection/(Withdrawal)	(4.4)
Market Value at close	<u>168.9</u>

(These are unaudited figures and are for guidance only.)

4. Recommendation

4.1 The Trustees are asked to note this report.

9

INSIGHT INVESTMENT MGMT REPORT – PURCHASES

NAME OF SECURITY	AREA	DATE	NUMBER OF UNITS	PURCHASE PRICE (£)
	QF = quoted fixed UF = unquoted fixed			
UNITED KINGDOM				
UK(GOVT OF) 1.25% I/L STK 22/11/27 GBP	QF GIL GB	22/08/2011	340,000.00	487,800.18
UK(GOVT OF) 2.5% I/L STK 16/04/20 GBP	QF GIL GB	08/08/2011	136,000.00	472,760.48
UK(GOVT OF) 2.5% I/L STK 16/8/13 GBP100	QF GIL GB	09/08/2011	145,000.00	413,960.50
ILF GBP LIQUIDITY FD	DEP	10/08/2011	275,000.00	275,000.00
UK(GOVT OF) 0.625% I/L STK 22/03/40 GBP	QF GIL GB	02/08/2011	188,000.00	211,670.80
UK(GOVT OF) 1.25% I/L STK 22/11/27 GBP	QF GIL GB	31/08/2011	150,000.00	208,516.00
UK(GOVT OF) 1.875% I/L STK 22/11/22 GBP	QF GIL GB	25/08/2011	114,722.00	157,848.90
UK(GOVT OF) 1.25% I/L STK 22/11/27 GBP	QF GIL GB	30/08/2011	78,000.00	108,428.32
UK(GOVT OF) 1.125% I/L STK 22/11/37 GBP100	QF GIL GB	30/08/2011	78,000.00	106,812.06
UK(GOVT OF) 0.625% I/L STK 22/03/40 GBP	QF GIL GB	04/08/2011	94,000.00	106,407.21
UK(GOVT OF) 0.625% I/L STK 22/03/40 GBP	QF GIL GB	03/08/2011	94,000.00	106,131.52
UK(GOVT OF) 0.625% I/L STK 22/03/40 GBP	QF GIL GB	09/08/2011	94,000.00	105,253.38
UK(GOVT OF) 1.125% I/L STK 22/11/37 GBP100	QF GIL GB	02/08/2011	78,000.00	104,997.84
UK(GOVT OF) 2.5% I/L STK 16/04/20 GBP	QF GIL GB	03/08/2011	29,000.00	101,572.50
UF GBP LIQUIDITY FD	DEP	26/08/2011	45,000.00	45,000.00
F GBP LIQUIDITY FD	DEP	24/08/2011	25,000.00	25,000.00
ILF GBP LIQUIDITY FD	DEP	04/08/2011	5,000.00	5,000.00
ILF GBP LIQUIDITY FD	DEP	31/08/2011	5,000.00	5,000.00
ILF GBP LIQUIDITY FD	DEP	01/08/2011	337.17	337.18
TOTAL UNITED KINGDOM				<u><u>3,047,496.87</u></u>

OVERSEAS

NO OVERSEAS INVESTMENTS PURCHASED

TOTAL OVERSEAS

0.00

INSIGHT INVESTMENT MGMT REPORT – SALES

NAME OF SECURITY	AREA	DATE	NUMBER OF UNITS	SELLING PRICE (£)	PROFIT/ (LOSS) (£)
	QF = quoted fixed UF = unquoted fixed				
UNITED KINGDOM					
UK(GOVT OF) 2.5% I/L STK 17/07/24 GBP	QF GIL GB	08/08/2011	156,000.00	478,601.76	67,768.77
UK(GOVT OF) 1.25% I/L STK 22/11/55 GBP	QF GIL GB	02/08/2011	80,000.00	131,967.04	12,219.18
UK(GOVT OF) 1.25% I/L STK 22/11/2032	QF GIL GB	30/08/2011	170,000.00	217,291.93	6,630.75
UK(GOVT OF) 1.25% I/L STK 22/11/55 GBP	QF GIL GB	03/08/2011	40,000.00	66,032.47	6,158.54
UK(GOVT OF) 1.875% I/L STK 22/11/22 GBP	QF GIL GB	03/08/2011	76,000.00	105,243.93	5,956.75
UK(GOVT OF) 1.25% I/L STK 22/11/55 GBP	QF GIL GB	09/08/2011	40,000.00	65,401.03	5,527.10
UK(GOVT OF) 1.25% I/L STK 22/11/2032	QF GIL GB	31/08/2011	128,000.00	163,552.58	4,937.10
UK(GOVT OF) 1.25% I/L STK 22/11/55 GBP	QF GIL GB	02/08/2011	31,000.00	50,738.91	4,336.61
UK(GOVT OF) 1.875% I/L STK 22/11/22 GBP	QF GIL GB	02/08/2011	57,000.00	78,779.76	4,314.37
UK(GOVT OF) 1.875% I/L STK 22/11/22 GBP	QF GIL GB	02/08/2011	37,000.00	51,074.27	2,737.09
UK(GOVT OF) 1.875% I/L STK 22/11/22 GBP	QF GIL GB	03/08/2011	28,000.00	38,794.89	2,215.40
UK(GOVT OF) 1.25% I/L STK 22/11/2032	QF GIL GB	04/08/2011	84,000.00	106,221.31	2,129.90
UK(GOVT OF) 1.875% I/L STK 22/11/22 GBP	QF GIL GB	09/08/2011	28,000.00	38,548.32	1,968.83
UK(GOVT OF) 2.5% I/L STK 16/04/20 GBP	QF GIL GB	09/08/2011	30,000.00	103,778.40	499.48
ILF GBP LIQUIDITY FD	DEP	01/08/2011	5,000.00	5,000.00	-0.00
ILF GBP LIQUIDITY FD	DEP	03/08/2011	5,000.00	5,000.00	-0.00
ILF GBP LIQUIDITY FD	DEP	23/08/2011	440,800.61	440,800.61	-0.01
UK(GOVT OF) 3.25% TSY GILT 07/12/11 GBP	QF GB GB	23/08/2011	70,000.00	70,583.80	-228.20
UK(GOVT OF) 3.25% TSY GILT 07/12/11 GBP	QF GB GB	25/08/2011	94,000.00	94,758.58	-331.82
UK(GOVT OF) 3.25% TSY GILT 07/12/11 GBP	QF GB GB	31/08/2011	141,000.00	142,060.32	-575.28
UK(GOVT OF) 1.25% I/L STK 22/11/27 GBP	QF GIL GB	25/08/2011	78,000.00	109,543.80	-2,363.30
UK(GOVT OF) 2.5% I/L STK 23/08/11 GBP	QF GIL GB	09/08/2011	188,000.00	576,389.20	-4,090.96
TOTAL UNITED KINGDOM				<u>3,140,162.91</u>	<u>119,810.31</u>

OVERSEAS

NO OVERSEAS INVESTMENTS SOLD

TOTAL OVERSEAS

0.00 0.00

BLACKROCK REPORT - PURCHASES

NAME OF SECURITY	AREA QE = quoted equity UE = unquoted equity	DATE	NUMBER OF SHARES	PURCHASE PRICE (£)
------------------	--	------	---------------------	-----------------------

UNITED KINGDOM

NO UK INVESTMENTS PURCHASED

TOTAL UNITED KINGDOM				<u>0.00</u>
----------------------	--	--	--	-------------

OVERSEAS

BLACKROCK AM (IE) IDX SELECTION EURO EX UK AC	UE UT IE	22/08/2011	1,933.17	21,066.74
---	----------	------------	----------	-----------

TOTAL OVERSEAS				<u>21,066.74</u>
----------------	--	--	--	------------------

BLACKROCK REPORT - SALES

NAME OF SECURITY	AREA QE = quoted equity UE = unquoted equity	DATE	NUMBER OF SHARES	SELLING PRICE (£)	PROFIT/ (LOSS) (£)
------------------	--	------	---------------------	----------------------	-----------------------

UNITED KINGDOM

NO UK INVESTMENTS SOLD

TOTAL UNITED KINGDOM				<u>0.00</u>	<u>0.00</u>
----------------------	--	--	--	-------------	-------------

OVERSEAS

NO OVERSEAS INVESTMENTS SOLD

TOTAL OVERSEAS				<u>0.00</u>	<u>0.00</u>
----------------	--	--	--	-------------	-------------

SCHRODERS REPORT - PURCHASES

NAME OF SECURITY	AREA QE = quoted equity UE = unquoted equity	DATE	NUMBER OF SHARES	PURCHASE PRICE (£)
UNITED KINGDOM				
MAYFAIR CAP PPTY (MCPUT)	UP UT GB	22/08/2011	124.87	127,991.75
TOTAL UNITED KINGDOM				<u>127,991.75</u>

OVERSEAS

NO OVERSEAS INVESTMENTS PURCHASED

TOTAL OVERSEAS				<u>0.00</u>
----------------	--	--	--	-------------

SCHRODERS REPORT - SALES

NAME OF SECURITY	AREA QE = quoted equity UE = unquoted equity	DATE	NUMBER OF SHARES	SELLING PRICE (£)	PROFIT/ (LOSS) (£)
------------------	--	------	---------------------	----------------------	-----------------------

UNITED KINGDOM

NO UK INVESTMENTS SOLD

TOTAL UNITED KINGDOM				<u>0.00</u>	<u>0.00</u>
----------------------	--	--	--	-------------	-------------

OVERSEAS

NO OVERSEAS INVESTMENTS SOLD

TOTAL OVERSEAS				<u>0.00</u>	<u>0.00</u>
----------------	--	--	--	-------------	-------------

REPORT

To: Shetland Charitable Trust

10 November 2011

From: Financial Controller

Report: CT1111069

Northern Isles New Energy Solutions, 'NINES'

1. Introduction

- 1.1 This report gives an overview of the NINES project. Section 2 of the report looks at the overall NINES project, and Section 3 and 4 look at "smart" domestic storage heaters and hot water systems, and the largest battery in Europe. These two Sections are included for completeness and information but are not directly relevant to the Trust. Section 5 describes the Wind to Heat project and sets out possible roles for the Trust and SHEAP in that project, should it go ahead. A schematic diagram of the NINES project is included as Appendix A.
- 1.2 The NINES project has several aims, one of which intends to allow the district heating scheme to use the new thermal store in the winter of 2012/13 which would enable an expansion of the scheme, with some new customers connecting in autumn 2012 and more in 2013.
- 1.3 Today's report is for noting, but future reports may ask Trustees to look at investments in both SHEAP and aerogenerators at Luggies Knowe. Trustees have already invested £100,000 in SHEAP to allow development and design work to commence on the possible thermal store and ancillary equipment.

2. NINES – an Overview

- 2.1 Shetland is not connected to the main electricity network in Great Britain. This means that the islands rely entirely on local sources of generation, and the supply and demand on the islands must be balanced locally. At any given time there cannot be more generation than demand, or vice versa, meaning that a significant percentage of the generation must have a reliable and controllable output. At present, there is significant interest from wind generators to exploit the excellent wind resource. However, it is not possible to offer any new connections to these renewable generators as there is insufficient demand to utilise this type of generation and maintain a stable system. The distribution network is owned and operated by Scottish Hydro

01
Electric Power Distribution, SHEPD, a distribution network operator, who are also responsible for balancing Shetland's demand and supply.

2.2 The majority of Shetland's electricity demand is currently supplied by the Lerwick Power Station, a 67MW diesel-fired generator. The station provides base load, but its output is also flexed by SHEPD to match the total generation with the demand at any time. The station is old and is becoming increasingly expensive to maintain and operate. It is also in breach of environmental requirements, and has been granted temporary derogations by the Scottish Environmental Protection Agency, SEPA, on condition that the operator, SHEPD, introduces adequate emissions controls or replaces the existing station.

2.3 So, in summary, Lerwick Power Station needs replacing and the isolated Shetland Grid as currently configured cannot accommodate connections from any new renewable generators.

2.4 SHEPD came forward in 2010 with a "smart grid" project based on seeking to fine tune the timing of consumer demand, mostly through energy storage of various kinds. This would allow some balancing out of peaks and troughs in demand and greater flexibility on the grid, a "smart grid". The "smart grid" would allow new renewable generators to connect to the local grid, and so to sell electricity. The "smart grid" would also allow SHEPD to replace the existing power station with a new one of a smaller capacity, thus saving money, which will benefit all the customers in the SHEPD network area (the North of Scotland and the Isles).

2.5 SHEPD applied for funding for NINES from the regulator, Ofgem, under the Low Carbon Network Fund. Although Ofgem made it clear that they wanted to see the project go ahead, they decided that it did not fully meet the criteria for the Low Carbon Network Fund.

2.6 Ofgem's decision in 2.5 above has resulted in a delay while alternative funding mechanisms were investigated and secured. Ofgem agreed in September 2011 that NINES should go ahead as the first phase of the replacement of Lerwick Power Station. The costs of NINES will be met through a regulated mechanism, by the electricity consumers in the SHEPD area. A requirement is that SHEPD must present to Ofgem an integrated plan to manage supply and demand in Shetland by 31 January 2013. This is very likely to include proposals for a new power station.

2.7 NINES has got the go ahead and SHEPD has secured funding. The "smart grid" can be developed and the other elements can progress. SHEPD intends shortly to seek expressions of interest from renewable generators seeking a grid connection.

3. "Smart" Domestic Storage Heaters and Hot Water Systems

3.1 To some extent the grid in Shetland already determines when electricity is fed into domestic storage heaters through the teleswitch mechanism. However, this is a blunt tool. Much more control of when, and how much, electricity is released to the storage heaters will be required if the "smart grid" is to be

flexible enough to fine tune demand to supply, particularly if more of the supply is to come from renewable sources. SHEPD usually refers to wind based suppliers as intermittent generators.

- 3.2 A project has been developed between SHEPD, Hjalmland Housing Association, SIC (Housing plus Environmental and Energy Services) and Dimplex. Dimplex have designed a much more thermally efficient and fully controllable storage heater. Six houses are trialling the prototypes at present. The greater thermal efficiency means that the household has more control over the heat output. This should mean no longer having to put up with "a house heated for yesterday's weather", as often happens with traditional storage heaters. Electricity input into the storage heater is controlled centrally at the power station by computer. The new storage heaters have up to 16 separate heating elements.
- 3.3 The project is to roll out the new heaters, plus "smart" hot water systems to 750 households, all tenants of either the SIC or Hjalmland.
- 3.4 Both Hjalmland and SIC are due to replace storage heaters in their housing stocks by 2015 to meet the Scottish Housing Quality Standard, and the project incentivises the landlord financially to use the newly developed Dimplex heaters. It is anticipated that tenants can expect to see around a 15% drop in their electricity usage for heating and hot water, and will see greater control in the release of heat into their houses, which will greatly assist those households in fuel poverty. The costs of the incentives, and the cost of a three year full time post to liaise with the tenants, are met from an ERDF grant (£1.2 million) and NINES money.

4. Europe's Largest Battery

- 4.1 SSE secured some Government Funding (DECC) towards acquiring a 1MW, 6MWhr NAS Battery. The technology was established in Japan in 2002, with about 90 units being manufactured each year. Most of the batteries are installed in Japan with some in the USA.
- 4.2 SSE had intended to install the battery outside their headquarters in Perth, but then decided that it would be of more use at the Lerwick Power Station contributing to the Shetland "smart grid" and the NINES project.
- 4.3 The battery gives the flexibility to store electricity when generation exceeds demand (overnight), and to release that electricity when demand is high or changes rapidly. This contributes to grid management.
- 4.4 The battery is called a NAS battery because it is a Sodium/Sulphur battery, chemical symbols Na and S. It is unusual as the electrodes are liquid (molten Sulphur and molten Sodium), with a solid electrolyte.
- 4.5 The battery and ancillary equipment is installed at the power station site and is currently going through a commissioning process.

5. Wind to Heat

- 5.1 This project is looking to use electricity from aerogenerators to heat water, stored in a very large thermal store. The heat available is then provided to the district heating scheme to allow that scheme to accommodate more customers (c.30%).
- 5.2 SSE Renewables are looking to site 3 x 2.3MW turbines at Luggies Knowe, a low hill between the Landfill Site and the Dales Voe Base. 2.3MW turbines are large machines, much bigger than those at Burradale, but smaller than the 3.6MW turbines being considered by Viking Energy.
- 5.3 Following a round of public consultation meetings, where the project generally met with support and very little public concern, a planning application has been submitted to Shetland Islands Council. In general, the statutory consultees seem to have little to say, although there is an issue raised by SEPA to do with ground water that may be resolved before the application is determined.
- 5.4 SSE Renewables has offered that the Shetland Community can choose to co-invest in the aerogenerators. The total project cost is likely to be £10 to £12 million. Discussions are ongoing at officer level as to whether one or both of SCT or SIC might be interested on this basis. The co-investor or co-investors will receive half of the profits from the aerogenerators. I expect to have enough information to complete my financial modelling and report to Trustees early in the New Year.
- 5.5 The first call on the output from the windfarm will be the proposed very large thermal store to be built and owned by SHEAP. This thermal store will be built on the third and unoccupied tank base within the Power Station site, adjacent to SHEAP's Peak Load Boiler Station. SHEAP already has a thermal store, but the new one is proposed to be able to store at least 130MWhr of energy compared to the existing thermal store's 12MWhr capacity. Planning permission has been secured for the thermal store.
- 5.6 The price for the electricity for the thermal store must be attractive enough to SHEAP to justify the necessary capital expenditure. The thermal store, associated boiler house, amendments to SHEAP central control system and new hot water mains are estimated to cost £2 million. ERDF funding of £0.8 million has been secured for the project, and SSE Renewables have informally agreed that SHEAP will be able to purchase electricity from the aerogenerators for an attractive price. I have modelled this price into revised projections for SHEAP. There will be an immediate substitution of heat from the thermal store for oil in the winter and this alone should save about £150,000 each year. I am content that this is sufficient to justify the £1.2 million net cost of the infrastructure.
- 5.7 Previously, SHEAP has rented the district heating scheme infrastructure owned by Shetland Charitable Trust. For this new phase I will propose that SHEAP owns the infrastructure itself. Shetland Charitable Trust will be asked at a future meeting to consider investing £1.2 million in SHEAP on a commercial basis to take this forward.

5.8 The final piece of Wind to Heat is the new customers. To secure the ERDF funding referred to above (£0.8 million), the infrastructure must be completed by 31 December 2013 and must enable at least 15 new business customers to receive district heating. This last point means that a key part of the expansion of the district heating scheme is likely to be hot water mains that access customers in the business parks to the North of Lerwick. It is estimated that SHEAP will need to invest around £2-£3 million in further customer connections. My modelling shows that this investment will generate commercial returns, as have customer connections to date. SHEAP will need to ask Shetland Charitable Trust to invest around £2-£3 million on a commercial basis.

6. Conclusions

6.1 The district heating scheme, using heat from the Energy Recovery Plant is at capacity and no new customers can connect. There is a substantial waiting list and regular enquiries. New customers can only be allowed on the scheme when a viable long term source of appropriately priced heat is established.

6.2 NINES has the potential to allow the district heating scheme to expand. Current financial modelling indicates that further investment by Shetland Charitable Trust of around £3.2 to £4.2 million pounds is likely to attract suitable commercial returns over the project lifetime. More modelling will be required before I can report to Trustees. Trustees will also be asked to consider a separate investment decision on the Luggies Knowe turbines.

6.3 SHEAP needs to look at the technical detail of the thermal store and associated boiler. Shetland Charitable Trust has invested £100,000 in SHEAP to fund development and design work, and this is underway.

7. Recommendation

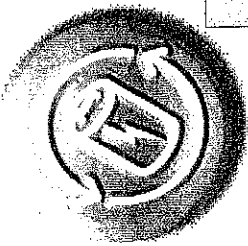
7.1 The Board is asked to note this information report.

Reference: JPG/em/IS6

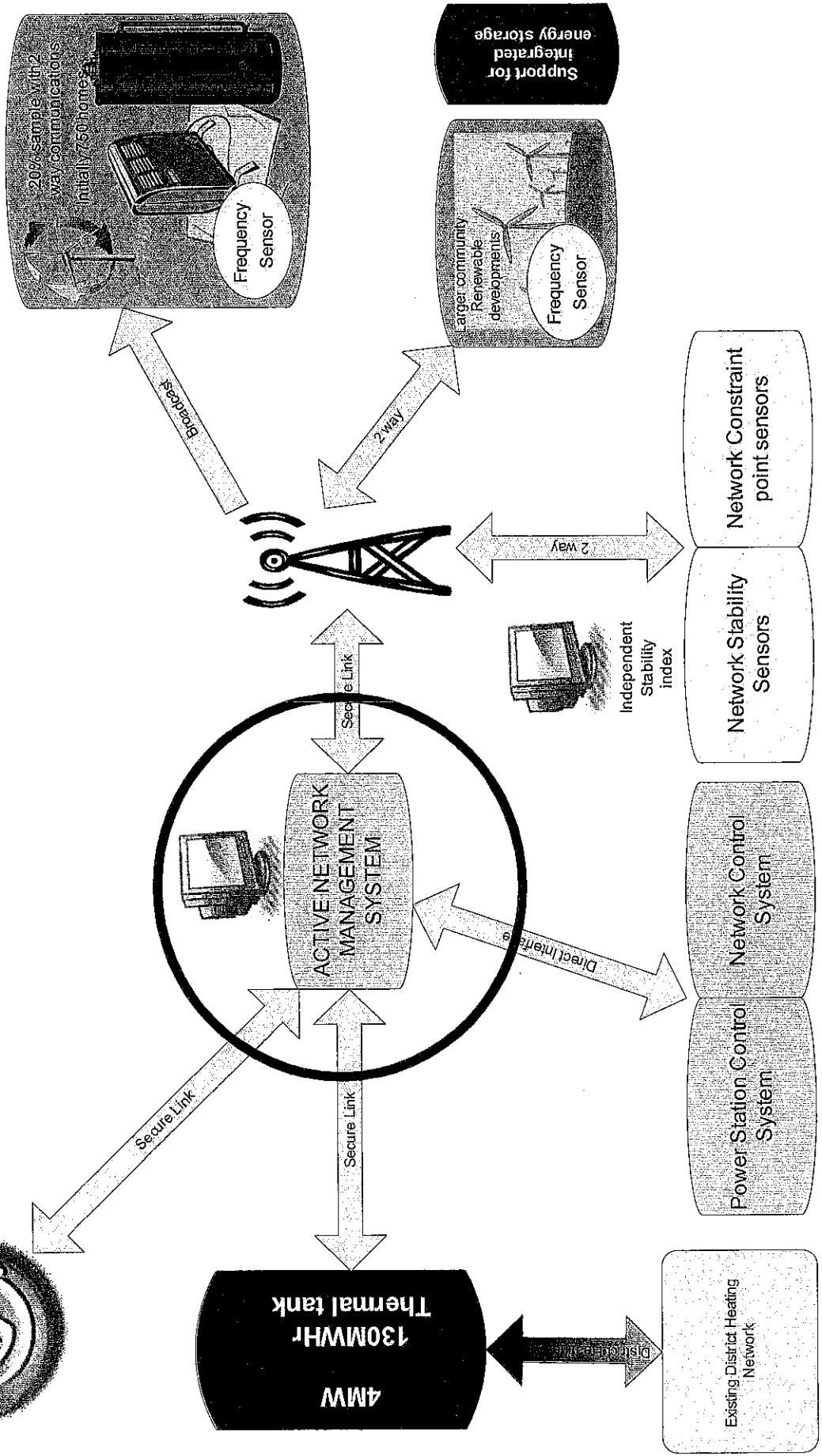
Report Number CT11-11-069

1 MW 6MWhr NAS Battery

~160MwHrs of Energy Storage
~15MW of control
* Manages the maximum demand
* Aligns demand with renewable availability
* Improves power station efficiency



NINES



REPORT

To: Shetland Charitable Trust

Date 10 November 2011

From: General Manager

Report: CT1111076

Capital Works Bridging Loan Scheme Progress Report

1. Introduction

1.1 This report is presented to advise Trustees of the success of the Capital Works Bridging Loan Scheme.

2. Background

2.1 A number of Community Groups in Shetland were successful in securing funding to undertake a range of capital projects. However, the timing of the payment of the grants meant that these groups had to spend considerable sums in order to qualify for the grant, which was paid on production of paid invoices. At their meeting on 18 March 2010, Trustees approved a scheme which allowed the groups to apply for interest free loans to bridge the funding gap.

2.2 A total of £1 million has been allocated to the scheme.

3. Present Position

3.1 Some £953,800 has been paid out to eight groups, as detailed in Appendix 1. Three of the groups have now repaid their loans in full, and the money is available to lend for other projects.

4. Financial Implications

4.1 There is a small cost to the trust in lending this money at 0% interest. As interest rates are very low at the moment it is not thought to be significant.

5. Recommendation

5.1 This report is for noting.

Date: 28 October 2011

Appendix 1

	Project cost	SRDP grant	Loan paid	repaid	Balance available
Opening Budget			£	£	£1,000,000
St Olaf Community Club (Ollaberry Hall)	272,878	136,439	110,000	110,000	£1,000,000
Burravoe Pier Trust	57,000	28,500	25,650	25,650	£1,000,000
Bressay Sports Club	300,572	127,264	114,537		£885,463
SBFS Properties Ltd (Scalloway Museum)	814,460	392,314	85,000		£540,463
Fair Isle Public Hall	137,806	68,909	62,000	62,000	£478,463
Sandwick Social & Economic Development Company	790,000	362,895	70,000		£408,463
Sandness Public Hall	168,160	144,515	100,000		£308,463
Northmavine Club	77,175	29,600	26,640		£281,823
Total	2,618,051	1,290,436	953,827	197,650	£281,823

