

**Minutes of the SDT Meeting  
held on the 5th February 2014  
in the Office at 7.30 pm**

**Present:** John Rodwell, Graham Rendall, Steven Bews,(SBw) Nic Thake and Steve Bacon (SBn)

**In Attendance:**

Andy Makin and Debbie Sarjeant

1. **Apologies:** Graham Rendall and John Phillips

JR opened the meeting and welcomed everyone.

2. **Minute of 15<sup>th</sup> Jan 2013.** Approved SBn Seconded GR.

3. **Declarations of Interest:** None.

4. **Matters Arising.**

SBn asked why the IT Policy was not on the agenda. JR mentioned this was deferred to the next regular meeting. AM noted that Item 4 – Harbour waiting room it had been confirmed through Brian Archibald that the provision to keep the waiting room open was still in place and any problems should be reported to the Harbour Master.

5. **Board.**

Following clarification had been sought by JR in confirming that DH would be resigning from the Board with effect from 15<sup>th</sup> Januarys meeting. Further resignation had been received from JP. The Board noted these points and would discuss forward planning after the main business was concluded. GR wished to ask if recognition could be noted for the work of the 2 directors.  
**JR to Action DS to supply dates of Directorship.**

6. **Future Service Provision.**

Following the discussion held by Directors into clarifying the outlined plan for taking forward this project AM had been briefed and had started to implement the points identified in the meeting.

AM told the Board that he had asked from responses from Community Groups via telephone and had arranged a date for a meeting on the 7<sup>th</sup> February in the Community Centre. There had been 12 confirmed attendees. This meeting was to identify areas which were not accessible by the Community Centre. Directors were informed and would be welcome to come along. AM had also spoken to Walter Gorman from OIC and was in the process of obtaining a document which sets out the limitations of the use for Community buildings. **AM to circulate to Directors.**

There would also be a public meetings on the 19<sup>th</sup> March in the afternoon and evening to identify the requirements. This would take the form of 5 working group areas with 15 minute slots to go through a series of pre-arranged

questions on 5 different areas. These would be headed by staff and Directors who would take note of the points raised. There was a note that the outcome of these meetings were not to identify the replacement of the Community Building. It was agreed the themes would be

### **Broadband**

NT updated the meeting on the progress of the recent meeting to provide funding towards Broadband on the Islands. There was full funding available for a technical survey and 89% funding for the rollout of the service. AM was working closely with Michelle Koster from REWDT. (Rousay Development Trust) on this project.

### **Youth Services**

It was identified that where the Youth involvement would be picked up through community groups the individual youth could be involved through engaging with them on the MV Shapinsay.

### **Service Provision for the Elderly.**

It was discussed that AM had negotiated a working collaboration with Meals on Wheels and had arranged for the Transport Scheme to deliver any requirements under this service free of charge. The scheme would work together with Here to Help.

It was also identified that there was a need for training on Food Hygiene and the Board agreed to offer 5 places on a course to the community. Further training opportunities could be looked into. It was agreed that AM would arrange to speak to Orkney College to arrange if they could do the training on island. **AM to Action.**

**Notes for action: Advertise the event on radio Orkney , The Orcadian and also get together a package of trust and other service provisions to promote the services available.**

JR said the proposed Housing Seminar had been rescheduled for 7<sup>th</sup> March and DS had circulated information to the Board if anyone felt they would like to attend. JR and AM to report back to the board.

AM had discussion with Sally Inkster from OHAL into use of existing housing stock. It was also agreed to engage with the community once areas had been identified.

## **7. Premises**

AM said that the offer for the ground and boatshed at Howanbank had been accepted and completion of the sale should be in place by 20<sup>th</sup> March. Community would be informed of the purchase and reasons for purchase.

## **8. Transport**

AM had received a letter from the operator of the OOH Charter confirming the arrangements outlined in the letter from the Trust.

It was noted that the forward notification of suspected cancellations due to weather would be relayed through the coordinator and the passenger. There was no provision on the calendar to identify a traffic light system.

AM mentioned a grant application for the ERDP fund through OIC which had been referred to the chambers. Also a further funding application through Foundation Scotland for 25k to purchase an electric vehicle.

## **9. Joint Working with CES**

Following direction from the Board AM had gained legal advice on the MOU between SDT, SRL and CES. Email correspondence between the board had not met with a conclusion and that the deadline was for the 5<sup>th</sup> Feb.

Points were raised that there should be a process for decisions. After discussion it was agreed that the Board would submit a request to CES to revise the documents to make the agreement with SDT and CES and to follow up the issue identified by the legal representation to confirm the position with Insurance. **DS to Action the Insurance. AM to action the agreement.**

## **10. Correspondence.**

DS read a letter from the Tourism Group regarding the SWAP application. After discussion it was agreed to acknowledge the letter. The Board

highlighted the requirement for a process where applications were limited to the re-application process in some way. **AM to explore and report back.**

JR said he had received notification that Alistar Brown from Leader would be visiting the Trust office to discuss the CAM funding and would like to meet with a Director.

## **11. AOB.**

DS said that the Server had now been transferred to D and D IT.

AM asked if funding could be considered for school trips funded through the parent council. It was identified that other groups were receiving funding from the Community Council and it was the board agreement that this avenue should be looked into first.

**Date of Next Meeting : 5<sup>th</sup> March 2014**

At this point the meeting was closed.

