

2 METHODOLOGY

This section sets out how the study has been undertaken at each stage (up to Stage 7, see Box 1) and how stakeholders were involved in the tasks.

2.1 BRESSAY LINK GROUP

The Bressay Link Group was established (see Section 1.2) to monitor and guide the study by:

- being consulted about the proposed approach for each stage of STAG;
- reviewing the proposals, providing feedback and, when appropriate, endorsing the proposals; and
- reviewing and commenting on the output of each stage and confirming that the output can be fed into the next stage of the process.

2.2 STAGE 1 - ESTABLISHING THE ISSUES, PROBLEMS AND OPPORTUNITIES

The STAG process is underpinned by a good understanding of the issues connected with current transport provision between Mainland Shetland and Bressay. Several tasks were undertaken to achieve this, designed to enable stakeholders to express their views and be fully involved in the STAG process. Findings from this stage are set out in Chapter 3 and a full report can be found at Annexes C and D.

Issues, problems and opportunities were identified by various tasks described in the following sections⁸:

2.2.1 Task 1.1: Involving Residents

Bressay Residents:

- Each household on Bressay was sent an Information Sheet about the study and a public meeting, attend by 65-70 people, was held on 25th September 2007, in the Bressay Hall, outlining the study, how the community could get involved and explaining the questionnaire;
- questionnaires were distributed, using the Council Tax register⁹. SIC staff working in the study area were informed about the study and the questionnaire and asked to provide assistance, if required, to any clients;
- young people living on Bressay, who attend the Anderson High School, were invited to a session at the school on October 10th, to discuss the issues and complete the questionnaire. 19 young people attended;
- a workshop was held with 15 primary 4-7 at the Bressay Primary School on October 8th 2007, to hear the views of this age group; and
- an open day was held on October 8th 2007, in the Bressay Hall, with displays of Bressay transport links in the past and aerial views of the harbour and Bressay in 2006. About 40 people came along for a cup of tea and discussion. In the evening a public discussion was held, attended by 55-60 people.

Lerwick Residents:

- A public meeting was held on 1st October, 2007, outlining the study and how people could respond. 9 people attended; and
- a discussion, open to anyone, was held at Lerwick Community Council meeting on 15th October 2007.

⁸ For all meetings and workshops, a note was provided, and agreed by each of the consultees

⁹ There were problems associated with this method, detailed in the First Stage Consultation Report, Annex C

The Rest of Shetland Residents:

- People were informed about the study through the local media, website, adverts and displays in key locations and were invited to respond by letter or email and through their Community Council representatives.

2.2.2 Task 1.2: Involving Service Providers in Shetland

- Service Providers, including National Health Service (NHS) (Board and GP practices), Highlands and Islands Enterprise (HIE) Shetland, emergency services, utility providers, and representative bodies, were informed of the study and invited to respond by email, writing, or via a face-to-face meeting or formal telephone call;
- of 39 contacted, 26 responded; and
- in addition:
 - a meeting was held with NHS Board and senior management team on 16th October 2007;
 - a workshop was held on 9th October 2007, with all Executive Directors and Heads of Service of SIC invited to attend;
 - a face-to-face meeting was held with the NHS nurse who lives and works on Bressay, which is a non-doctor island; and
 - the SIC ferry crew on the route were informed of the study early on, and a discussion meeting was held with 12 crew on 7th October 2007.

2.2.3 Task 1.3: Involving Businesses and Business Representatives

- All Bressay businesses were informed by letter. A face-to-face meeting or telephone interview was held with each of them; and
- businesses based on the Shetland Mainland who currently make use of the ferry service to Bressay and/or operate in the port of Lerwick were informed and invited to a face-to-face meeting or telephone interview. The list was compiled from a list used for consultation by in 2004 and the SIC Roads Service in 1999. Also included were business that may consider new opportunities arising as a result of any outcome of this study. This group of consultees included freight operators.

2.2.4 Task 1.4: Involving the Government and Transport Scotland

- Scottish Government and Transport Scotland were informed, by letter, about the study. A formal telephone conversation was held, providing further information and answering any questions about the study.

2.2.5 Task 1.5: Involving Elected Representatives

- MSPs (constituency and list), MP and MEPs were informed of the study by letter, and invited to respond;
- Councillors of SIC were informed of the study, by letter, and of the various means for providing comment and input. In addition a study progress report was discussed at the Council's Infrastructure Committee on 16th October 2007; and
- all Community Councils in Shetland were informed and invited to respond individually and a discussion was held at the Association of Shetland Community Councils on 6th October 2007.

2.2.6 Task 1.6: Involving Community Groups

- A list of community groups, both on Bressay and those on the Mainland known to use or be impacted on by the transport link was compiled by the Community Learning and Development Worker for the area. They were all informed about the study and invited to respond. Follow up phone calls were made, but no responses were received.

2.2.7 Task 1.7: Providing Feedback

- Feedback was provided at community meetings in Bressay on 31st October and Lerwick on 1st November, providing an opportunity for further discussion and agreement that all issues had been captured, and noted correctly; and
- The First Stage Consultation Report was issued to Bressay residents and those stakeholders who responded, inviting feedback over a two-week period.

2.2.8 Task 1.8: Strategic Workshop

- A workshop was held in November 2007 (see Section 2.3), which allowed strategic discussion about issues and some further issues to be highlighted.

2.3 STAGE 2 - DEVELOPING PLANNING OBJECTIVES

A workshop was held in November 2007. The purpose was to provide an opportunity to better understand the strategic issues surrounding the Bressay Link and to develop draft objectives for the STAG appraisal. These planning objectives are set out in Chapter 4 and a full workshop report can be found at Annex D. Some 25 people attended, representing a broad range of agencies in Shetland and members of the Bressay Link Group. A list of attendees is included in the workshop report.

2.4 STAGES 3 AND 4 - OPTION GENERATION AND SIFTING

A second, smaller workshop, was held in December 2007. The purpose of this workshop was to refine and agree the planning objectives, develop a long-list of options, and appraise these options, in order to sift out those options that were unable to offer significant potential to achieve the planning objectives and produce a shorter-list of options for broad appraisal. Chapter 5 provides information on the options generated and those options sifted out. Again, all key sectors in Shetland attended and a workshop report can be found at Annex E.

A community meeting was held in Bressay on 14th January 2008, to which all residents and other stakeholders were invited. The purpose was to inform them of progress, in particular the planning objectives, long-list of options and sifting process. This also provided an opportunity for questions to be raised and discussed.

2.5 STAGE 5 - BROAD APPRAISAL

STAG Part 1 Appraisal Summary Tables (ASTs) were prepared for each of the remaining options. This was undertaken by the project team, using the information provided during the initial consultation, professional expertise and work undertaken at the 'Option Generation and Initial Appraisal' Workshop (see Annex E). Each table provides basic information about the option and considers its impact in relation to the planning objectives and the Government's five transport objectives (accessibility, economy, environment, integration and safety). In doing so, an indicative assessment is made of the scope and scale of the benefits and impacts associated with each option. The AST tables are presented in Annex F.

As a result of this work, recommendations were developed and proposed for implementation of STAG 2 (see Chapter 15).

2.6 STAGE 6 - DETAILED APPRAISAL

The detailed appraisal for STAG 2 was undertaken by a team of experts, working both individually and collectively as a team. This work consisted of desk-top research, drawing together of previous work, a site visit and consultations with key stakeholders.

Prior to the detailed appraisal the options were developed to a relevant level of technical detail (see Chapter 7 and Annexes G-J). These were then appraised in relation to the Government's five transport objectives (environment, safety, economy (in terms of Transport Economic Efficiency (TEE) and Economic Activity and Location Impacts (EALI)), accessibility and integration). The detailed assessment and workings for each of these areas can be found in Chapters 8 to 13, and/or in Annexes K and L.

This information was then used by the project team to prepare the STAG Part 2 Appraisal Summary Tables (ASTs) for each of the options. Each table provides information about the option, and again, briefly, considers its impact in relation to the planning objectives and implementability. Each table then considers in detail the option against the Government's five transport objectives. The cost benefit to Government is also made. The STAG 2 ASTs are included in Annex M .

A final workshop was held on 24th April, 2008. The purpose of this was to ensure the information gathered during STAG 2 was accurate and comprehensive. All key sectors in Shetland attended and a workshop report can be found at Annex N.

The detailed methodology used for each STAG topic is provided in the relevant Chapter and/or annex.

2.7 STAGE 7 – REPORTING

This report draws together the key findings of all STAG stages and is the reporting stage (Stage 7).

Chapter 7 describes each of the options:

- Option 1: Drill and Blast Tunnel
- Option 2: High Level Bridge
- Option 3: Reconfigured Ferry Service
- Option 4: Do Minimum (Existing Ferry Service, used for comparative purposes)
- Additional: Public Transport Measures
- Each of these options ensures provision for walking and cycling.

Chapters 8 to 13 present the findings of the assessment of each of the options described in Chapter 7, in relation to the topic areas covered by the Government's five transport objectives of economy, environment, safety, access and integration. The information presented has been expanded and informed since STAG 1 as a result of consultation and site visits in the more detailed stage of appraisal (STAG 2). The summary and conclusions of these appraisals can be found in the Appraisal Summary Tables (ASTs), at Annex M.