

**Argyll and Bute Council**  
**Comhairle Earra Ghaidheal agus Bhoid**

**Customer Services**  
**Executive Director: Douglas Hendry**



22 Hill Street, Dunoon, Argyll, PA23 7AP  
Tel: 01369 707130 Fax: 01369 705948

27 July 2010

## **NOTICE OF MEETING**

A meeting of the **BUTE AND COWAL AREA COMMITTEE** will be held in the **EAGLESHAM HOUSE, MOUNTPLEASANT ROAD, ROTHESAY** on **TUESDAY, 3 AUGUST 2010** at **10:00 AM**, which you are requested to attend.

Douglas Hendry  
Executive Director - Customer Services

## **BUSINESS**

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
  - (a) Minutes of Meeting of 1st June 2010 (Pages 1 - 6)
- 4. PRESENTATION TO ROBERT SMITH**
- 5. CUSTOMER SERVICES**
  - (a) Verbal Report on Dunoon - Gourock Ferry Service
  - (b) Dunoon and District Allotment Association (Pages 7 - 10)
- 6. COMMUNITY SERVICES**
  - (a) Grants to Third Sector 2010/11 (Pages 11 - 38)
- 7. DEVELOPMENT AND INFRASTRUCTURE SERVICES**
  - (a) Bute & Cowal Headstones (Pages 39 - 42)

- (b) Milton Burn Flood Prevention Scheme (Pages 43 - 44)
- (c) Rothesay Christmas Lights (Pages 45 - 48)
- (d) Conservation Area Appraisal and Conservation Area Management Plan for Rothesay Town Centre (Pages 49 - 142)
- (e) Winter Maintenance Policy and Operational Plan 2010 - 2011 (Pages 143 - 144)

**8. CHIEF EXECUTIVE'S UNIT**

- (a) Area Scorecard (Pages 145 - 152)

**9. STRATHCLYDE POLICE**

- (a) Abandoned Trailers at Port Bannatyne

**10. PUBLIC AND COUNCILLOR QUESTION TIME**

**11. EXEMPT ITEMS**

- E1** (a) Sale of Land at Tighnabruaigh (Pages 153 - 156)
- E2** (b) Proposed Lease Assignment, 32 Union Street, Dunoon (Pages 157 - 160)
- E3** (c) Bute and Cowal Harbour Board (Pages 161 - 194)

The Committee will be asked to pass a resolution in terms of Section 50(a)94 of the Local Government (Scotland) Act 1973 to exclude the public for items of business with an "E" on the grounds that it is likely to involve the disclosure of exempt information as defined in the appropriate paragraph of Part 1 of Schedule 7a to the Local Government (Scotland) Act 1973.

The appropriate paragraph is:-

**E1 & 2 - Paragraph 9** Any terms proposed or to be proposed by or to the authority in the course of negotiations for a contract for the acquisition or disposal of property or the supply of goods or services.

**E3 - Paragraph 6** Information relating to the financial or business affairs of any particular person (other than the authority)

**BUTE & COWAL AREA COMMITTEE**

- |                              |                                      |
|------------------------------|--------------------------------------|
| Councillor Robert Macintyre  | Councillor Bruce Marshall (Chair)    |
| Councillor Alister McAlister | Councillor Alex McNaughton           |
| Councillor James McQueen     | Councillor Len Scoullar (Vice-Chair) |
| Councillor Ron Simon         | Councillor Isobel Strong             |
| Councillor Dick Walsh        |                                      |

Contact: Shirley MacLeod, Area Manager, Customer Services

**MINUTES of MEETING of BUTE AND COWAL AREA COMMITTEE held in the QUEENS HALL,  
DUNOON  
on TUESDAY, 1 JUNE 2010**

**Present:** Councillor B Marshall (Chair)

Councillor A MacAlister	Councillor L Scoullar
Councillor R Macintyre	Councillor R Simon
Councillor A McNaughton	Councillor I Strong
Councillor J McQueen	Councillor J R Walsh

**Attending:** Shirley MacLeod, Area Corporate Services Manager  
John Duncan, Area Children's Manager  
Allen Stevenson, Service Manager, Mental Health  
Julie Hempleman, Social Worker, Mental Health  
Lorraine Todd, Pyramid Admin Assistant  
Robert Cowper, Anti-Social Behaviour Co-ordinator  
Margaret Fyfe, Community Development Manager  
Liz Marion, Senior Community learning & Development Worker  
David Logan, QIO Special Projects  
Ms Wendy Brownlie, Principal, Rothesay Joint Campus  
Inspector Gordon Anderson, Strathclyde Police

**1. APOLOGIES**

None

**2. DECLARATIONS OF INTEREST**

Councillor McNaughton declared a non financial interest in item 4 (d) by reason of being a member of the Colintrave Village Hall Committee and took no part in the decision of that item.

**3. MINUTES**

**(a) MINUTE OF AREA COMMITTEE OF 6TH APRIL 2010**

The Minute of the Area Committee of the 6<sup>th</sup> April 2010 was approved as a correct record.

**4. COMMUNITY SERVICES**

**(a) ADULT CARE PERFORMANCE**

Allen Stevenson gave an informative presentation on the Adult Care Service Performance advising that they have 12 Key Performance Indicators and 3 Statutory Performance Indicators. Allen spoke on the Pyramid system showing Members the scorecards on this system. He also spoke on the improvements to Adult Care and the Challenges for 2010.

After Members asked questions the Chair thanked Allen for his presentation and asked him to provide a list of Officers and their responsibilities to Members. It was agreed that the next service update will be presented to the December 2010 Area Committee.

**(b) ROTHESAY JOINT CAMPUS REPORT**

Members heard an informative presentation from Wendy Brownlie, Principal of Rothesay Joint Campus on the major achievements of the school in 2008/09, including the SQA examination results for May/June 2009.

Decision

The Committee:-

- i. Noted the amendment to the report Summary to delete the wording Strategic Policy Committee and insert Executive Committee.
- ii. Noted the continuing improvement in the performance of pupils and the commitment of staff in their examination successes and in the wider aspects of achievement across the school.
- iii. Asked that the next update report be presented to the December Area Committee.

(Reference: Report by the Rothesay Joint Campus Principal – submitted)

**(c) DELAYED DISCHARGE**

Members heard an informative presentation by Julie Hempleman on Adult Care. Julie spoke on the assessment of older people being discharged from hospital advising that there is a review of how they are coping at home after 4 weeks. Julie also spoke on multi-disciplinary working, integrated care, improved service development integration and partnership planning.

Members asked questions and the Chair thanked Julie for her presentation.

**(d) GRANTS TO THIRD SECTOR 2010/11**

Councillor A McNaughton, having declared a non financial interest in this item, left the meeting and took no part in the discussion of Colintraive Village Hall.

Margaret Fyfe advised the Committee that the Education & Leisure Development Grants were now considered as Third Sector Grants and the Committee considered and determined the Third Sector Grants as follows:-

<b>Events and Festivals Grants</b>	<b>Project Costs</b>	<b>Grant Awarded</b>
Cowal Walking Festival Association	£11,532.00	£2,500.00
Bute Highland Dance Festival	£3,450.00	£500.00
Isle of Bute Jazz Festival	£33,000.00	£3,000.00
Kirn Gala Committee	£4,270.00	£2,000.00
Envirokirn Action Group	£3,300.00	£800.00

Colintraive Village Hall	£1,000.00	£500.00
Cowal Europe Association	£10,550/00	£1,000.00
Bute Bowling Association	£2,502.16	£800.00
Cowal Group SWRI	£1,880.00	£500.00

**Third Sector Grants**

Dunoon and Cowal Youth Project	£26,588.00	£12,500.00
Cowal Youth Information Project B-active Partnership	£1,710.00	£500.00
Bute Youth Project	£41,500.00	£6,000.00
Cowal Accordion and Keyboard Workshop	£3,085.00	£420.00
Lochgoilhead Fiddle Workshop/Fiddle Folk	£58,514.00	£1,500.00
Girl Guiding Argyll	£4,995.00	£500.00
Ballochgoy Summer Playscheme	£1,400	£600.00

(Reference: Report by the Community Development Manager – submitted)

(e) **CASTLE TOWARD**

Members heard from David Logan, QIO Special Projects, on the current situation in relation to the occupation of Castle Toward by Actual Reality Learning and Leadership Ltd, the position of the premises in relation to Health and Safety and the proposed sale of the property.

Decision

Members noted the information provided by the QIO Special Projects.

(Reference: Report by the QIO Special Projects – submitted)

**5. CUSTOMER SERVICES**

(a) **VERBAL REPORT ON DUNOON - GOUROCK FERRY SERVICE**

The Committee heard a verbal update from the Area Corporate Services Manager on the Gourock/Dunoon Ferry Service. She advised that the Tender Documents have still not been published but should be imminently, she would make sure Members receive them when they are available.

Decision

The Committee noted the detail provided on this matter.

(b) **COMMEMORATION OF LOUIS BRAILLE**

The Committee heard from the Area Corporate Services Manager on the commemoration plaque to be erected in either Rothesay Joint Campus or the Pavilion.

Decision

The Committee agreed:-

- i. To erect the Louis Braille plaque in Rothesay Joint Campus.
- ii. To invite the Bute Members to the school when the plaque is being unveiled.

(c) **ARGYLL & BUTE SAFER STREETS PROJECT 2009-10 EVALUATION REPORT**

Members heard from the Anti-Social Behaviour Co-ordinator on the Safer Streets Initiative Report. Robert Cowper explained that the money was used to augment what the Police were already doing. Robert said that the project was run from 6<sup>th</sup> December 2009 to 3 January 2010 and the Argyll and Bute figures show a reduction in incidents from the previous year.

Decision

Members noted the information provided by the Anti-Social Behaviour Co-ordinator.

(Reference: Report by the Local Authority Liaison Officer dated 12<sup>th</sup> March 2010 – submitted)

**6. DEVELOPMENT AND INFRASTRUCTURE SERVICES**

(a) **CAPITAL ROAD RECONSTRUCTION 2011**

The Committee heard from the Contracts Manager on the Roads Capital Reconstruction Budget for Bute & Cowal during 2010/11.

Decision

The Committee noted the proposed schemes as identified in Appendix A of the report.

(Reference: Report by the Operations Manager – submitted)

(b) **FOOTPATH AT KILBRIDE ROAD**

The Committee heard from the Contracts Manager on the actions taken by the Roads Operations Unit regarding concerns expressed by Members with the regard to road safety at Kilbride Bridge, Kilbride Road, Dunoon.

Decision

The Committee:-

- i. Noted that a full written risk assessment has now been completed.
- ii. Noted that options to address the risk of pedestrian/vehicle conflict with a permanent solution will be developed and appraised and a preferred option identified subject to Outline

Business Case development. The Outline Business Case will be taken forward and appraised as part of the Department's Asset Sustainability Capital Planning programme for 2011/12.

(Reference: Report by the Executive Director dated 1<sup>st</sup> June 2010 – submitted)

### **7. PUBLIC AND COUNCILLOR QUESTION TIME**

George Craig expressed his concerns about the advertising trailers that have appeared along Alexandra Parade in Dunoon. George explained that there is not provision within the Roads Scotland Act to enable the Roads Authority to enforce the legislation and asked that the Police deal with this. Inspector Anderson said he would speak to Chief Inspector Mosley and the Roads Inspector regarding this issue. Members discussed these trailers and agreed if the Police did not have powers to deal with them then a byelaw would be promoted.

Councillor Strong expressed her concerns over abandoned trailers at Port Bannatyne and explained that the Council were unable to do anything because they are in designated parking bays. Inspector Anderson advised that he would have a look at the trailers and see if they were in a dangerous condition and report back to the next Area Committee.

This page is intentionally left blank



---

**ARGYLL AND BUTE COUNCIL  
CORPORATE SERVICES**

**BUTE AND COWAL  
AREA COMMITTEE  
3rd August 2010.**

---

**DUNOON AND DISTRICT ALLOTMENT ASSOCIATION.**

---

**1.0 SUMMARY**

- 1.1 This report gives Members updated information regarding the potential provision of a site for use by the Dunoon and District Allotment Association.

**2.0 RECOMMENDATION**

- 2.1 Members are asked to consider this update on work undertaken to date and make recommendations on the future progression of this matter.

**3.0 DETAIL**

- 3.1 Members will recall that for a considerable period of time the Council has been working with the Dunoon and District Allotment Association to facilitate the development of an area of ground suitable for the provision of allotments. The Association has a number of members in the area who are awaiting this provision and who have expressed an interest in having an allotment.
- 3.2 Since the Council has been working with the Association, a total of 33 sites have been investigated for potential use, but none has been able to be progressed to completion, either because the landowner has not been willing to sell or lease the ground, or the Association have deemed the ground unsuitable for their purposes.
- 3.3 Despite the difficulties which have been experienced, when the matter was last discussed, in August 2009, it remained the wish of the Area Committee that the provision of ground for allotments be progressed.
- 3.4 Over the course of autumn 2009 an area of ground was identified at Rashfield, by Dunoon which it was felt could be suitable for the provision of allotments. The ground is owned by Forestry Commission

Scotland, but early indications from them were that they would be agreeable to the land being used in this way.

- 3.5 A visit to the site was carried out by the Area Chair, the Customer Services Manager, and Forestry Commission representatives. Unfortunately, members of the Allotment Association were not in attendance, though they subsequently viewed the ground independently.
- 3.6 Forestry Commission staff undertook a significant degree of work in drafting a draft lease of the ground to the Council. They were agreeable that this would be at minimal rent, and were also agreeable that the ground, once leased to the Council, could thereafter be leased on to the Allotments Association for them to develop.
- 3.7 Informal discussions with the planning department of the National Park Authority indicated that it was likely that the use of ground for allotments would be broadly acceptable.
- 3.8 There appear to now only be two members of the Allotment Association who are carrying out work on behalf of the group in taking their quest for ground forward, and meetings have been held with them on a number of occasions over the winter and spring. They have expressed doubt about the suitability of the ground at Rashfield, primarily due to the amount of work which they feel will be required to render the ground capable of cultivation, and due to the costs which they envisage this might involve. In April, they agreed to canvass their members on the matter; on 26<sup>th</sup> June notification was received that the Association do not wish to proceed with the ground at Rashfield, as they feel that it would be far too much work to take on, and that in the present financial climate it could be very difficult to obtain funding to take such work forward. They further confirmed that it is only this piece of ground which they do not wish to proceed with at this time, but that if the Council can identify something more suitable they still aim to provide allotments for their members.

#### **4.0 CONCLUSIONS**

Members are asked to note this updated information, and make recommendations on the future progression of this matter.

**5.0 IMPLICATIONS**

Policy: None  
Financial: None  
Personnel: None  
Equal Opportunities: None

For further information contact: Shirley MacLeod, Area Manager, Customer Services  
01369 707130

Date: 7th July 2010

This page is intentionally left blank

**ARGYLL AND BUTE COUNCIL  
BUTE AND COWAL AREA COMMITTEE**

**3 August 2010**

**GRANTS TO THIRD SECTOR 2010/11**

**1. SUMMARY**

- 1.1 This report details the recommendations for the award of Third Sector Grants to Bute and Cowal organisations in the second round of applications.
- 1.2 The total Third Sector Grant budget made available by the Council for allocation in Bute and Cowal is £47,000, including £15,000 ring-fenced for Events and Festivals
- 1.3 The Bute and Cowal Area Committee met on the 1 June and allocated funding from the Events and Festivals budget to nine groups totalling £11,600 and from the Third Sector budget to eight groups totalling £22,020. The remaining funding for allocation is £3,400 for Events and Festivals and £9,980 for Third Sector grants.

**2. RECOMMENDATION**

It is recommended that the organisations listed below are awarded funding totalling £7,212 for grants to the Third Sector and £3,250 for Events and Festivals

**Third Sector Grants**

	<u>Organisation</u>	<u>Grant Awarded 2009/10</u>	<u>Amount Requested 2010/11</u>	<u>Total Running Costs</u>	<u>Recommendation</u>
2.2	P.A.C.C.T	£1,000.00	£2,714.81	£5,714	£2,000
2.3	Bute Advice Centre	£4000	£7000	£77,652	£4,000
2.4	Sandbank Senior` Citizens Club	£769	£2,430	£4,930	£762
2.5	Dunoon and Cowal Elderly Forum	£438.00	£450	£2359	£450
2.6	Cowal Dog Training Club	£0	£1,306	£1,360	£0
<b>Total Recommended</b>					<b>£7, 212</b>
<b>Budget Brought Forward</b>					<b>£9,980.00</b>
<b>Balance for Third Sector</b>					<b>£2,768</b>

**Events and Festivals Grants**

	<u>Organisation</u>	<u>Grant Awarded 2009/10</u>	<u>Amount Requested 2010/11</u>	<u>Total Running Costs</u>	<u>Recommendation</u>
2.7	Dunoon Burgh Hall Project	£0.00	£3,250	£6,500	£3,250
<b>Total Recommended</b>					<b>£3,250</b>
<b>Budget Brought Forward</b>					<b>£3,400</b>
<b>Balance for Events and Festivals</b>					<b>£150.00</b>

**3. DETAIL**

**Third Sector Grants**

	<b>Organisation</b>	<b>Rationale for grant allocation</b>
3.2	P.A.C.C.T	P.A.C.C.T is a service-user led organisation that meets regularly and organises weekly activities including a music group and arts and crafts. While activities vary, they have special events such as the Ceilidh club, Theatre trips and organise occasional larger events like Health information days, bus trips, and other outings. The grant is to mainly cover costs such as accommodation rental and administration costs, but the organisation exists to bring together local people and support agencies to promote social inclusion and user led activities. To assist in the provision of facilities and widen access to mainstream opportunities for reaction, sports, environmental activities and community events – and produce a calendar of local events – so people with disabilities stay active.
3.3	Bute Advice Centre	Bute Advice Centre offers information, advice and support to those sections of the Bute community requiring help regarding housing, benefits, welfare rights and managing debts etc. this can be simple advice through to complex matters such as appeals and benefits tribunals. Because of the nature of the service offered by Bute advice its clients tend to be amongst the most disadvantaged and vulnerable in Bute. The service is free of charge and available to people of all ethnicities. The grant is required to support the continued running of this service.
3.4	Sandbank Senior Citizens Club	The club provides social activities and outings for older people and allows for speakers to visit the club.
3.5	Dunoon and Cowal Elderly Forum	This forum acts to promote the welfare of older people in this area, engaging people in local issues through discussion, campaigning and information sharing. It also provides an important social and networking function. This grant is to help sustain the work of the forum in providing information, advice and support to older people in the Dunoon and Cowal area, and contribute to the running costs of hall hire and the advertisement of various meetings/events.
3.6	Cowal Dog Training Group	To train an instructor to National Dog Instructor level and to promote responsible dog ownership by erecting two dog waste disposal bins and providing members of the public with free dog waste sacks.

**Events and Festivals**

	<b>Organisation</b>	<b>Rationale for grant allocation</b>
3.7	Dunoon Burgh Hall Project	The grant will be used to run a series of events during Cowal Games in August 2010. Events will consist of 2 evenings of live music and entertainment and a Saturday Open Day. The aim is to create opportunities for live performances in the community.

**4. CONCLUSION**

- 4.1 All organisations have been contacted and grant applications assessed. The applications for funding over £2000 have been forwarded to the Finance Section of Community Services and are awaiting financial approval. Recommendations are in line with the financial assessment to ensure that resources available from this grant budget are disbursed in a manner that will deliver optimum support to Third Sector organisations in Bute and Cowal.

## 5. IMPLICATIONS

*Policy: None*

*Finance: The report sets out the allocation from the Bute and Cowal budget for the promotion of Events and Festivals budget and Third Sector Grants.*

*Personnel: None*

*Legal: None*

*Equal Opportunities: The grant allocation is consistent with the Equal Opportunities policy of Argyll and Bute Council.*

Margaret Fyfe  
Community Development Manager

For further information please contact:

*Liz Marion, Community Development Officer Tel 01369 704669*  
*Chris Goan, Area Manager, Mental Health Tel 01369 707300*

This page is intentionally left blank



**ASSISTANCE TO VOLUNTARY ORGANISATIONS****ASSESSMENT FORM for Social Welfare Grants, Education and Leisure Development Grants**1 Details

Name of Assessing Officer	<b>Laura Porter – Area Manager</b>
Have you contacted/visited the organisation to assess this application? *	Contacted <input checked="" type="checkbox"/> Visited <input type="checkbox"/>

**\*Please note if grant has not been checked and approved it cannot go ahead**

Name of Group:	<b>PACCT People and Agencies of Cowal Coming Together</b>	Scheme:	<b>Social Welfare</b>
Key Contact Person:	Marjory Barton Red Cross Centre George St Dunoon	a) Grant requested from A & B Council?	<b>£2,714.81</b>
		b) Grant awarded last year?	£1,000
		c) Total cost?	£5,714.81
		d) How much coming is from own resources?	£2,000
		e) How much coming from other agencies?	£1,000
		Grant Recommended:	£2,000
Reason for grant:	PACCT is a service-user led organisation that meets regularly and organises weekly activities including a music group and arts and crafts. While activities vary, they have special events such as the Ceilidh club, Theatre trips and organise occasional larger events like Health information days, bus trips, and other outings. The grant is to mainly cover costs such as accommodation rental and administration costs, but the organisation exists to bring together local people and support agencies to promote social inclusion and user led activities. To assist in the provision of facilities and widen access to mainstream opportunities for recreation, sports, environmental activities and community events – and produce a calendar of local events – so people with disabilities stay active.		

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Has submitted a bank statement	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	Has submitted audited/signed accounts	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d)	<u>Leisure and Education Development Grants:</u> If over £2000 have you sent this grant to finance?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e)	If relevant, has the grant passed the financial check?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
f)	<u>Social Welfare Grants:</u> Has the grant been registered with Library Headquarters?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g)	Have you checked that the organisation is within 50% of the costs for the relevant grant scheme?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

h)	Have you checked that the Council is meeting its obligations under Best Value in awarding this grant, for example, if the grant is awarded will the work definitely go ahead?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
----	---	-----	-------------------------------------	----	--------------------------

### 3 General Criteria

Do you concur with the organisation in their assessment of need? Please supply a very brief summary: <b>PACCT have been running for more than 8 years now and is a very successful association of service users and the provider organisations who support them to organise social activities to improve clients' inclusion and well being. Grant support is essential to cover some rental and administrative costs to support the service users to organise their meetings and outings – though volunteer and peer support is the main part of what they do. Those with Learning Disabilities, Physical disabilities and mental ill health are equally included in the activities, which are open to all in the community.</b>					
Is the activity non-political?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Is the project consistent with Council priorities?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Does the project have open membership?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Have sponsorship agreements been checked?	Yes	<input type="checkbox"/>	No	<b>N/A</b>	
How many people overall will benefit from this grant?	200+				
Is the organisation well established?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Have you identified any training needs for the organisations committee or volunteers?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Does the organisation have volunteer training in place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	
Have you confidence in their ability to deliver a service?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>	

### 4 Policy and Procedures

Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults has in place a Child Protection Policy or a Vulnerable Adults Policy?

a) Clear recruitment policies	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b) Ongoing training and support for volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c) A code of conduct for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
d) A Code of Good Practice	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
e) An Equal Opportunities Policy	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
f) A Policy for Managing Confidential Information	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
g) Grievance Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
h) A Disciplinary Procedure for staff and volunteers	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

Signed: \_\_\_\_\_

Assessment Officer

Date: \_\_\_\_\_

5 Equal Opportunities

What are the clients ethnic group(s)?

**A** White

\_\_\_\_\_

Scottish

\_\_\_\_\_

Other British

\_\_\_\_\_

Irish

\_\_\_\_\_

Any other White background please specify

\_\_\_\_\_

**B** Mixed

\_\_\_\_\_

Any Mixed background please specify

\_\_\_\_\_

**C**

\_\_\_\_\_

Eastern European

**D** Asian, Asian Scottish or Asian British

\_\_\_\_\_

Indian

\_\_\_\_\_

Pakistani

\_\_\_\_\_

Bangladeshi

\_\_\_\_\_

Chinese

\_\_\_\_\_

Any other Asian background please write in

\_\_\_\_\_

**E** Black, Black Scottish or Black British

\_\_\_\_\_

Caribbean

\_\_\_\_\_

African

\_\_\_\_\_

Any other Black background please write in

\_\_\_\_\_

**F** Other Ethnic background

\_\_\_\_\_

Any other background please write in

\_\_\_\_\_

This page is intentionally left blank

**ASSISTANCE TO VOLUNTARY ORGANISATIONS****ASSESSMENT FORM for Social Welfare Grants, Education and Leisure Development Grants**1 Details

Name of Assessing Officer	<b>Fay Woolnough</b>
Have you contacted/visited the organisation to assess this application? *	Contacted <input checked="" type="checkbox"/> Visited <input type="checkbox"/>

**\*Please note if grant has not been checked and approved it cannot go ahead**

Name of Group:	Bute Advice Centre	Scheme:	<b>Social Welfare</b>
Key Contact Person:	Mr Gordon Sutherland	a) Grant requested from A & B Council?	<b>£7000</b>
		b) Grant awarded last year?	<b>£4000</b>
		c) Total cost?	<b>£77,652</b>
		d) How much coming is from own resources?	<b>Any shortfall</b>
		e) How much coming from other agencies?	<b>£70,652</b>
		Grant Recommended:	<b>£4000</b>
Reason for grant:	To allow the organisation to continue to provide advice and information free of charge to anyone in the community who needs it. The service is particularly used by the vulnerable and disadvantaged sections of the population in Bute. The service provides debt counselling, general housing advice , general welfare rights.		

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
b)	Has submitted a bank statement Reserve account	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
c)	Has submitted audited/signed accounts This is with Auditors, general accounts submitted £141023.00	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
d)	<u>Leisure and Education Development Grants:</u> If over £2000 have you sent this grant to finance?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
e)	If relevant, has the grant passed the financial check?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
f)	<u>Social Welfare Grants:</u> Has the grant been registered with Library Headquarters? It was sent to Kilmory	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
g)	Have you checked that the organisation is within 50% of the costs for the relevant grant scheme?	Yes	<input type="checkbox"/>	No	<input type="checkbox"/>
h)	Have you checked that the Council is meeting its obligations under Best Value in awarding this grant, for example, if the grant is awarded will the work definitely go ahead?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>

3 General Criteria

Do you concur with the organisation in their assessment of need? Please supply a very brief summary: Bute has reasonably high levels of unemployment, poverty and debt so I agree the need is in the community for this service.	
Is the activity non-political?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is the project consistent with Council priorities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Does the project have open membership?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have sponsorship agreements been checked? Bute advice is not sponsored	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
How many people overall will benefit from this grant?	11023 approx
Is the organisation well established? Established 1984	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you identified any training needs for the organisations committee or volunteers?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does the organisation have volunteer training in place?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you confidence in their ability to deliver a service?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

4 Policy and Procedures

Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults has in place a Child Protection Policy or a Vulnerable Adults Policy?

a) Clear recruitment policies	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
b) Ongoing training and support for volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
c) A code of conduct for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
d) A Code of Good Practice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
e) An Equal Opportunities Policy	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
f) A Policy for Managing Confidential Information	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
g) Grievance Procedure for staff and volunteers	Yes <input type="checkbox"/> No <input type="checkbox"/>
h) A Disciplinary Procedure for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Signed: Fay Woolnough

Assessment Officer

Date: 27/5/10 (resubmitted electronically 21/7/10)

5 Equal Opportunities

What are the clients ethnic group(s)? All ethnic groups can use this service

**A White**  
 xx Scottish  Other British  Irish  
 Any other White background please specify

**B Mixed**  
 Any Mixed background please specify

**C**  Eastern European

**D Asian, Asian Scottish or Asian British**  
 Indian  Pakistani  
 Bangladeshi  Chinese  
 Any other Asian background please write in

**E Black, Black Scottish or Black British**  
 Caribbean  African  
 Any other Black background please write in

**F Other Ethnic background**  
 Any other background please write in

This page is intentionally left blank



**ASSISTANCE TO VOLUNTARY ORGANISATIONS**  
**ASSESSMENT FORM for Social Welfare Grants, Education and Leisure**  
**Development Grants**

1 Details

Name of Assessing Officer	<b>KAY ROBERTS</b>
Have you contacted/visited the organisation to assess this application? *	Contacted <input type="checkbox"/> Visited <input checked="" type="checkbox"/>

**\*Please note if grant has not been checked and approved it cannot go ahead**

Name of Group:	Sandbank Senior Citizens Club	Scheme:	<b>Social Welfare</b>
Key Contact Person:	Arthur Oliver	a) Grant requested from A & B Council?	<b>£2,430</b>
		b) Grant awarded last year?	£769
		c) Total cost?	£4,930
		d) How much coming is from own resources?	£2,500
		e) How much coming from other agencies?	Membership £10 per year.
		Grant Recommended:	£762
Reason for grant:	To enable outings and speakers to visit the club.		

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
b)	Has submitted a bank statement	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
c)	Has submitted audited/signed accounts	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
d)	<u>Leisure and Education Development Grants</u> : If over £2000 have you sent this grant to finance?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
e)	If relevant, has the grant passed the financial check?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
f)	<u>Social Welfare Grants</u> : Has the grant been registered with Library Headquarters?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
g)	Have you checked that the organisation is within 50% of the costs for the relevant grant scheme?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
h)	Have you checked that the Council is meeting its obligations under Best Value in awarding this grant, for example, if the grant is awarded will the work definitely go ahead?	Yes <input type="checkbox"/>	No <input type="checkbox"/>

3 General Criteria

Do you concur with the organisation in their assessment of need? Please supply a very brief summary:	
Is the activity non-political?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is the project consistent with Council priorities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Does the project have open membership?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have sponsorship agreements been checked?	Yes <input type="checkbox"/> No <input type="checkbox"/> N/a
How many people overall will benefit from this grant?	80+ doors open to non members
Is the organisation well established?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you identified any training needs for the organisations committee or volunteers?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does the organisation have volunteer training in place?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> ongoing
Have you confidence in their ability to deliver a service?	Yes <input type="checkbox"/> No <input type="checkbox"/>

4 Policy and Procedures

Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults has in place a Child Protection Policy or a Vulnerable Adults Policy?

a) Clear recruitment policies	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
b) Ongoing training and support for volunteers	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
c) A code of conduct for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
d) A Code of Good Practice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
e) An Equal Opportunities Policy	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
f) A Policy for Managing Confidential Information	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
g) Grievance Procedure for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
h) A Disciplinary Procedure for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Signed: Kay Roberts

Assessment Officer

Date: 4/6/10 \*

\*Insufficient information supplied on original handwritten form.  
Information added by E Bellshaw 21/7/10

What are the clients ethnic group(s)?

**A** White

Scottish

Other British

Irish

Any other White background please specify

**B** Mixed

Any Mixed background please specify

**C**

Eastern European

**D** Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

**E** Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

**F** Other Ethnic background

Any other background please write in

This page is intentionally left blank

**ASSISTANCE TO VOLUNTARY ORGANISATIONS****ASSESSMENT FORM for Social Welfare Grants, Education and Leisure Development Grants**1 Details

Name of Assessing Officer	<b>Chris Goan – Area Manager MH</b>
Have you contacted/visited the organisation to assess this application? *	Contacted <input checked="" type="checkbox"/> Visited <input type="checkbox"/>

**\*Please note if grant has not been checked and approved it cannot go ahead**

Name of Group:	<b>Dunoon Elderly Forum</b>	Scheme:	<b>Social Welfare</b>
Key Contact Person:	<b>Margaret Johnston President</b>	a) Grant requested from A & B Council?	<b>£450</b>
		b) Grant awarded last year?	<b>£438</b>
		c) Total cost?	<b>£2359.44</b>
		d) How much coming is from own resources?	<b>£1921</b>
		e) How much coming from other agencies?	<b>£0</b>
		Grant Recommended:	<b>£450</b>
Reason for grant:	<p><b>To sustain the work of the forum in providing information, advice and support to older people in the Dunoon and Cowal area. To contribute to costs of hire of the hall, and advertising various meetings/events.</b></p> <p><b>The elderly forum acts to promote the welfare of older people in this area, engaging people in local issues through discussion, campaigning and information sharing. It also provides an important social and networking function.</b></p>		

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
b)	Has submitted a bank statement	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
c)	Has submitted audited/signed accounts	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
d)	<u>Leisure and Education Development Grants</u> : If over £2000 have you sent this grant to finance?	Yes <input type="checkbox"/>	N/A <input type="checkbox"/>
e)	If relevant, has the grant passed the financial check?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
f)	<u>Social Welfare Grants</u> : Has the grant been registered with Library Headquarters?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
g)	Have you checked that the organisation is within 50% of the costs for the relevant grant scheme?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
h)	Have you checked that the Council is meeting its obligations under Best Value in awarding this grant, for example, if the grant is awarded will the work definitely go ahead?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

3 General Criteria

Do you concur with the organisation in their assessment of need? Please supply a very brief summary:	
Is the activity non-political?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is the project consistent with Council priorities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Does the project have open membership?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have sponsorship agreements been checked?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <b>N/A</b>
How many people overall will benefit from this grant?	<b>50-60</b>
Is the organisation well established?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you identified any training needs for the organisations committee or volunteers?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Does the organisation have volunteer training in place?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you confidence in their ability to deliver a service?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

4 Policy and Procedures

Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults has in place a Child Protection Policy or a Vulnerable Adults Policy?

a) Clear recruitment policies	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
b) Ongoing training and support for volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
c) A code of conduct for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
d) A Code of Good Practice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
e) An Equal Opportunities Policy	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
f) A Policy for Managing Confidential Information	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
g) Grievance Procedure for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
h) A Disciplinary Procedure for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

Signed: **Chris Goan, AMMH**

Assessment Officer

Date: 4/6/10

5 Equal Opportunities

What are the clients ethnic group(s)?

**A** White

Scottish

Other British

Irish

Any other White background please specify

**American**

**B** Mixed

Any Mixed background please specify

**C**

Eastern European

**D** Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

**E** Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

**F** Other Ethnic background

Any other background please write in

This page is intentionally left blank



**ASSISTANCE TO VOLUNTARY ORGANISATIONS****ASSESSMENT FORM for Social Welfare Grants, Education and Leisure Development Grants**1 Details

Name of Assessing Officer	Liz Marion
Have you contacted/visited the organisation to assess this application? *	Contacted <input checked="" type="checkbox"/> Visited <input checked="" type="checkbox"/>

**\*Please note if grant has not been checked and approved it cannot go ahead**

Name of Group:	Cowal Dog Training Club	Scheme:	Third Sector
Key Contact Person:	Mrs Agnes Campbell Eileagan 47 Kilbride Road Dunoon PA23 7LN  Tel: 01369 707047  agnes@eileagan.co.uk	a) Grant requested from A & B Council?	£1,306
		b) Grant awarded last year?	£0 – last award over 5 years ago
		c) Total cost?	£1,306
		d) How much coming is from own resources?	£0
		e) How much coming from other agencies?	£0
		Grant Recommended:	0
Reason for grant:	To train an instructor to National Dog Instructor level and to promote responsible dog ownership by erecting two dog waste disposal bins and providing members of the public with free dog waste sacks.		

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
b)	Has submitted a bank statement	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
c)	Has submitted audited/signed accounts	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
d)	<u>Leisure and Education Development Grants</u> : If over £2000 have you sent this grant to finance?	N/A	
e)	If relevant, has the grant passed the financial check?	N/A	
f)	<u>Social Welfare Grants</u> : Has the grant been registered with Library Headquarters?	N/A	
g)	Have you checked that the organisation is within 50% of the costs for the relevant grant scheme?	Request exceeds 50% - recommendation for 50%	
h)	Have you checked that the Council is meeting its obligations under Best Value in awarding this grant, for example, if the grant is awarded will the work definitely go ahead?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

3 General Criteria

Do you concur with the organisation in their assessment of need? Please supply a very brief summary:

Dog fouling issues have been identified on a number of occasions as being a major concern to the public. The activity would promote responsible dog ownership and if successful would improve the environment.

The group does however need to establish if permission is required for the erection of the proposed bins. It also has to be able to state how the bins are to be maintained and emptied.

As a result of these concerns the recommendation is conditional on these two matters being in place before the money could be released to the group.

Is the activity non-political?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Is the project consistent with Council priorities?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Does the project have open membership?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have sponsorship agreements been checked?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
How many people overall will benefit from this grant?	80+ members and the public in general
Is the organisation well established?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Have you identified any training needs for the organisations committee or volunteers?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
Does the organisation have volunteer training in place?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you confidence in their ability to deliver a service?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>

#### 4 Policy and Procedures

Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults has in place a Child Protection Policy or a Vulnerable Adults Policy?

NB All children are accompanied by a parent or guardian

a) Clear recruitment policies	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
b) Ongoing training and support for volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
c) A code of conduct for staff and volunteers	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
d) A Code of Good Practice	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
e) An Equal Opportunities Policy	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
f) A Policy for Managing Confidential Information	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
g) Grievance Procedure for staff and volunteers	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
h) A Disciplinary Procedure for staff and volunteers	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

Signed: Liz Marion

Assessment Officer

Date: 18 June 2010

What are the clients ethnic group(s)?

**A** White

Scottish

Other British

Irish

Any other White background please specify

**B** Mixed

Any Mixed background please specify

**C**

Eastern European

**D** Asian, Asian Scottish or Asian British

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

**E** Black, Black Scottish or Black British

Caribbean

African

Any other Black background please write in

**F** Other Ethnic background

Any other background please write in

This page is intentionally left blank

**ASSISTANCE TO VOLUNTARY ORGANISATIONS****ASSESSMENT FORM for Social Welfare Grants, Education and Leisure Development Grants**1 Details

Name of Assessing Officer	Liz Marion
Have you contacted/visited the organisation to assess this application? *	Contacted <input type="checkbox"/> Visited <input checked="" type="checkbox"/>

**\*Please note if grant has not been checked and approved it cannot go ahead**

Name of Group:	Dunoon Burgh Hall Project Group	Scheme:	Events and Festivals
Key Contact Person:	Mr Colin Macpherson 59 Bullwood Road Dunoon PA23 7QJ  Day: 07831634746  Evening: 07831634746  Email: info@abbotsbrae.co.uk	a) Grant requested from A & B Council?	£6,000
		b) Grant awarded last year?	LEADER 2007 – 2013 £35,000
		c) Total cost?	£6,500
		d) How much coming is from own resources?	£500
		e) How much coming from other agencies?	£0
		Grant Recommended:	£3,250
Reason for grant:	The grant will be used to run a series of events during Cowal Games in August 2010. Events will consist of 2 evenings of live music and entertainment and a Saturday Open Day. The aim is to create opportunities for live performances in the community.		

2 Financial Check – Have you checked the Organisation is:

a)	Fully constituted	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
b)	Has submitted a bank statement	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
c)	Has submitted audited/signed accounts. Newly formed group – copy of business plan attached	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
d)	<u>Leisure and Education Development Grants</u> : If over £2000 have you sent this grant to finance?	Awaiting response from finance	
e)	If relevant, has the grant passed the financial check?	Awaiting response from finance	
f)	<u>Social Welfare Grants</u> : Has the grant been registered with Library Headquarters?	N/A	
g)	Have you checked that the organisation is within 50% of the costs for the relevant grant scheme?	Recommendation is for 50% of cost	
h)	Have you checked that the Council is meeting its obligations under Best Value in awarding this grant, for example, if the grant is awarded will the work definitely go ahead?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

3 General Criteria

Do you concur with the organisation in their assessment of need? Please supply a very brief summary:

The Cowal Games Week is a well established event in Cowal and the Burgh Hall has taken an active role in the event. I am certain the Dunoon Burgh Hall Project Group will be able to deliver the proposed programme of events.

Is the activity non-political?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Is the project consistent with Council priorities?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the project have open membership?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Have sponsorship agreements been checked?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
How many people overall will benefit from this grant?	?	
Is the organisation well established? Burgh Hall Project Group established 2008 and Burgh Hall Trust established April 2010	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Have you identified any training needs for the organisations committee or volunteers?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Does the organisation have volunteer training in place?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
Have you confidence in their ability to deliver a service?	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>

#### 4 Policy and Procedures

Have you checked that the organisation, particularly if they work with children under 18 or vulnerable adults has in place a Child Protection Policy or a Vulnerable Adults Policy?

a) Clear recruitment policies	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
b) Ongoing training and support for volunteers	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
c) A code of conduct for staff and volunteers	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
d) A Code of Good Practice	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
e) An Equal Opportunities Policy	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
f) A Policy for Managing Confidential Information In Process	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
g) Grievance Procedure for staff and volunteers	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
h) A Disciplinary Procedure for staff and volunteers	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>

Signed: Liz Marion

Assessment Officer

Date: 29<sup>th</sup> June 2010

What are the clients ethnic group(s)?

**A White**

Scottish

Other British

Irish

Any other White background please specify

**B Mixed**

Any Mixed background please specify

**C**

Eastern European

**D Asian, Asian Scottish or Asian British**

Indian

Pakistani

Bangladeshi

Chinese

Any other Asian background please write in

**E Black, Black Scottish or Black British**

Caribbean

African

Any other Black background please write in

**F Other Ethnic background**

Any other background please write in

This page is intentionally left blank



---

**ARGYLL & BUTE COUNCIL****BUTE & COWAL AREA COMMITTEE****DEVELOPMENT & INFRASTRUCTURE  
SERVICES****3 AUGUST 2010**

---

---

**CEMETERY HEADSTONE SAFETY PROJECT - CURRENT DEVELOPMENTS**

---

**1. SUMMARY**

- 1.1** Whilst Argyll and Bute Council own burial grounds and have a duty of care to all those visiting the site, headstones and memorials are the property of registered lair holders.
- 1.2** To support our duty of care responsibilities, the Streetscene Service is undertaking a survey of all memorials in burial grounds throughout Argyll and Bute. This survey will update previous survey work and assess recently installed stones and those which have been standing for many years.
- 1.3** The survey, which should be complete by the end of August 2010, will provide essential information regarding the condition and risks associated with burial grounds and will inform future service asset management planning.
- 1.4** It is likely that this survey will identify a number of potentially unsafe (loose) headstones and this paper sets out the proposed approach towards managing this sensitive and important issue and minimising risk to cemetery visitors.

**2. RECOMMENDATIONS**

- 2.1** Members approve the proposals for treatment of headstones as summarised in Paragraph 3 of this paper.
- 2.2** Members approve the proposals outlined within Paragraph 3 regarding contact with memorial masons who do not follow the procedure for fixing stones as laid down in the Argyll and Bute Council management rules for Cemeteries, requesting that they put right at their expense stones shown to be inadequately fixed.
- 2.3** Members approve proposals outlined within Paragraph 3 regarding contact with registered lair holders where their memorials are found to be unsatisfactorily fixed; requesting that they take steps, at their expense, to have stones re-fixed to the correct, approved standard.

**3. DETAIL**

- 3.1** The Council has a duty of care to ensure that all areas open to public access, are in a safe condition. In 1997, following an earlier survey, works to set down dangerous headstones took place with rectification work lasting for several years. This resulted in over 9000 stones being laid flat as they were deemed unstable. This was both visually upsetting to the public and disruptive to efficient maintenance of cemeteries and the process was generally criticised for lack of information being provided to the public.

### 3.2 CONTACT WITH LAIR HOLDERS AND MEMORIAL MASONS.

It is proposed that the following process should be adopted to clarify roles and responsibilities and to effectively communicate with lair holders and memorial masons during and after the survey:

- Upon completion of this survey the findings will be assessed and summarised to provide a definitive location list of dangerous headstones.
- The Streetscene Service will advertise a suite of information (brochures, notices, etc) within Council offices which will clearly define the roles and responsibilities of Argyll and Bute Council, individual lair holders and memorial masons. This information will be available by September 2010.
- Where dangerous headstones have been identified, lair holders and memorial masons will be informed of the position and where appropriate, requested to rectify defective fixings at their expense.
- In the short term, taking into account the Council's duty of care requirements, dangerous headstones will be laid flat to prevent injury to cemetery visitors. Memorial masons and lair holders will be advised of this. In extreme cases, depending on stability of the headstone, this may be carried out prior to contacting lair holders.
- Lair holders will be advised they should contact the Area Streetscene Manager for advice on the problems with their memorial and details of how they should proceed to rectify defects.
- Where stones have been shown to be incorrectly installed by memorial masons lair holders may have recourse through law and can seek advice from Trading Standards and the Citizens Advice Bureau.
- Where large numbers of dangerous headstones exist on one site, the most cost effective way of dealing with this could be closure of that area or burial ground, with access being limited to those making advance appointments until re-erection takes place.

### 3.3 TESTING AND OPTIONS FOR STONES FOUND TO BE UNSAFE OR INCORRECTLY FIXED.

- **Test Method:** The criteria to determine safety is detailed in BS 8415:2005 Section 8.
  - This test consists of a visual check of the stone noting type, general condition, style, size and age. A physical test is carried out where the operative stands to one side of the stone, places a hand on the stone at no higher than shoulder height, and applies a steady pressure. If the stone is loose at this stage, a note is taken as to whether pins are present between the base of the stone and the plinth and foundation.
  - The presence of pins may suggest that the stone is not in immediate danger of falling over however the pins should be checked to ensure they meet the prescribed specification.
  - If required a pressure test using a calibrated tester can be carried out to verify the pressure required to topple a stone already noted to be fixed incorrectly i.e. without the use of pins. This pressure test will only be used to illustrate and verify the pressure required to push over unsecured stones.
- ◆ **Immediate Danger:** The easiest and mostly widely recognised method of limiting risk of injury from an unsafe memorial is to lay it flat. A risk assessment of the stone will be carried out and recorded. Headstones will be laid flat where this is seen as the best way to eliminate risk.

- ◆ **Removal of stones from Lairs:** Headstones will not be removed and stored as this provides issues regarding possible damage to stones and the lack of suitable storage space in many burial grounds.
- ◆ **Re-fixing of Headstones:** As the responsibility for headstones lies with the owner, Argyll and Bute Council will not undertake to re-fix or re-erect any stone identified as unsafe. As noted above – contact will be made with lair holder and/or memorial mason.
- ◆ **Stones erected between 10 - 30 years ago:** Where dangerous headstones are between 10 and 30 years old, steps will be taken to contact registered lair holders. This is less likely to provide a direct response and in these cases the council may opt to undertake repairs at their expense if this proves the most effective way to control a safety risk, although currently there is no budget allocation for this. A 30 year period covers a reasonable time for at least one generation to pass and for the transfer of lair holder details to have been neglected.

### 3.4 OLDER STONES AND THOSE OF HISTORICAL AND HERITAGE VALUE

- ◆ Advice has been sought from Historic Scotland regarding laying older stones flat on a suitably prepared gravel bed. This would make these larger and older stones safe, at the same time continuing to mark graves and maintain the inscriptions for future reference. This method is not approved by Historic Scotland for stones with Scheduled Monument or Listed Building designation.
- ◆ Stones in this category would only be laid flat in areas where no further burials could take place. This is proposed for old cemeteries where large numbers of large, heavy stones are present.

### 3.5 FUTURE ASSET MANAGEMENT

- ◆ Facilitation of a burial service is a statutory requirement and ensuring that sufficient burial space is provided in strategic locations is an ongoing process. The aging memorials in burial grounds will continue to present safety issues therefore it is prudent to recommend regular assessment of headstone condition.
- ◆ The process for verifying standards of work carried out by memorial masons must be robust to ensure that all stones erected in burial grounds meet or exceed the minimum standard required. A guide to the action that will be taken should work be found unsatisfactory is being developed and brought to the attention of memorial masons and lair holders.
- ◆ Headstone stability, along with other structural elements in cemeteries such as walls and buildings, will be brought into this department's asset management plan to determine appropriate long term maintenance requirements and ensure continued public safety.

## 4. SUMMARY

- 4.1 As this project and the resultant safety actions taken may cause distress or misunderstanding, it is important that this survey work and the actions arising from it are clearly presented to all that may be affected. There will be notification in burial grounds, local offices, Argyll and Bute Council's web page, to funeral directors, memorial masons, lair holders and elected members.
- 4.2 There is currently no budget provision for re-erection of dangerous headstones which are laid flat during this process. Headstones are the responsibility of lair holders and correct installation is that of monumental masons, hence the proposal they rectify any defects at their expense.

**5. BACKGROUND PAPERS**

- ◆ BS 8415: 2005 Monuments within Burial Grounds and memorial sites -Specification
- ◆ National Association of Memorial Masons Code of Working Practice
- ◆ Institute of Cemetery and Cremation Management ICCM Installation, Inspection and Maintenance of Memorials, includes sample survey form.
- ◆ Argyll and Bute Council Cemetery Rules Revised 2004.
- ◆ Argyll and Bute Council Safe System of Work for lowering and re-erection of headstones.

**6. IMPLICATIONS**

<b>6.1</b>	Policy	Development of Departmental Asset Management Plan, Cemetery Management Rules
<b>6.2</b>	Financial	Resources required for re-erection project to continue, initially sought from lair holders and memorial masons. Resource required for investigation of large stones and subsequent repair programme.
<b>6.3</b>	Personnel	Additional staff trained to inspect stones. Transfer of right of burial training for administrative staff.
<b>6.4</b>	Equalities Impact Assessment	None
<b>6.5</b>	Legal	Argyll and Bute Council duty of care.

For further information, please contact: Alison McIlroy,  
Service Officer, Grounds & Horticulture.  
01546 604690

Sandy Mactaggart  
Executive Director of Development and Infrastructure  
21 July 2010

---

 ARGYLL & BUTE COUNCIL

BUTE &amp; COWAL AREA COMMITTEE

DEVELOPMENT & INFRASTRUCTURE  
SERVICES

03 AUGUST 2010

---

**MILTON BURN FLOOD PREVENTION SCHEME**


---

**1. SUMMARY**

The purpose of this report is to advise on the status of the project.

**2. RECOMMENDATIONS**

That the contents of the report are noted.

**3. DETAILS**

Further to the April Report, Council officers met with representatives of the supermarket to discuss the works proposals and how they affect the operation of the car park. This was a very positive meeting and should lead to an agreement of the terms of occupancy in the near future. This process is taking longer than expected however, and construction tenders will be issued once Estates staff are confident of a date when the agreement will be reached. A possible timeline is below:-

Agreement with Morrisons	- 1 Aug. 2010 – <b>subsequent dates depend on this.</b>
Tender Issue	- 15 Aug.
Tender Return	- 20 Sept.
Review of tender and issue of	
Standstill letter to tenderers	- 30 Sept.
Award Contract	- 10 Oct.
Site start	- 1 Nov.
Works complete	- Sept. 2011.

The structural design is complete and the tender documentation is ready for issue apart from minor amendments that may be required depending on the final agreement reached with Morrisons.

The current main risks to the project are as below:-

Morrisons	– agreement yet to be reached.
Cost	– the current estimate of costs is at the limit of budget. Most of this uncertainty will be resolved upon receipt of tender prices.
Weather	- the flow in the burn is the main risk, but low temperatures will prevent concrete/surfacing works being undertaken.
Ground	- Unexpected ground conditions may be encountered.
Legal	- Challenges may be made to the choice of contractor.
Contractor	- The contractor may not keep to programme.

The tender will include for the pipeline works in John Street, together with the chamber in the supermarket carpark and the river works upstream of there. After discussions within the department, it is considered too risky an investment by the Council to contract only John Street pipe prior to the conclusion of a deal to permit entry to the supermarket ground. The reason for this is that the Council would have by then spent over £1m on the pipeline without obtaining any flood alleviation as this depends on connecting the pipe to the burn. The supermarket would then be in a very strong bargaining position over terms for access to their ground.

The works in John Street would take about 8 months and the supermarket chamber about 5 months. These could be done concurrently, if access to the necessary ground was available. There are about 7 months of works to complete the training walls upstream of the supermarket. These could be done concurrently with the chamber/John Street constructions. The supermarket representatives have indicated that their preferred time to allow entry to their ground would be from January.

Utility diversions in John Street are agreed and it remains for British Telecom to confirm their temporary pole locations across the burn behind the supermarket. Verbal agreements are in place with ACHA and the Crown Estates and these will be concluded shortly. All other necessary consents are in place.

For further information, please contact:-

Arthur McCulloch (01546 604632)  
Principal Engineer  
23 July 2010.

---

**ARGYLL & BUTE COUNCIL****BUTE AND COWAL****DEVELOPMENT AND  
INFRASTRUCTURE SERVICES****AREA COMMITTEE****Tue 3<sup>rd</sup> August 2010**

---

---

**ROTHESAY FESTIVE LIGHTING – NEW SYSTEM , GUILDFORD SQUARE**

---

**1. PURPOSE**

This paper seeks approval to proceed with the establishment of an entirely new system of festive lighting, including infrastructure installation with the supply of new lighting features and associated equipment, for Rothesay Town.

**2. RECOMMENDATIONS**

- 2.1 That Members take note of the estimated costs of the project and the requirement for funding pledges to be fulfilled to prevent an overspend of the allocated departmental budget for festive light provision in Bute and Cowal.
- 2.2 Members instruct Officers to confirm final details and place orders for the supply of equipment and infrastructure installation, to produce a display by 1st Dec. 2010.

**3. DETAILS**

- 3.1 The present festive “rope-lighting” displays on Rothesay esplanade street lighting columns are no longer acceptable, as a safe and cost effective display, as detailed to Members in previous papers. No further works will be carried out to provide a power supply to these existing features, this or any future year.
- 3.2 The revenue budget allocation for the provision and installation of festive lighting in the whole of Bute and Cowal for 2010-11 is similar to that of the previous two years at £14,165.00 and this has traditionally been spent providing the display in Dunoon.
- 3.3 Selection of an alternative display for Guildford Square has been carried out in discussions between Elected Members, Street Lighting Officers and the approved equipment supplier, Blachere Illumination Ltd. The selected feature items and costs are detailed in **Appendix A, table 1**, amounting to £13,550.00. A final revised quotation from the supplier, prior to placing an order, will confirm this exact amount.
- 3.4 To support and power this new display, associated infrastructure works are required as detailed in **Appendix A, table 2** amounting to £20,395.09. This includes new columns, cables and power supplies.

- 3.5 Funding for the “one-off” infrastructure outlay has been secured through a £20,000 allocation from the departmental Environment Capital programme. Funding for the revenue costs of providing and installing the new lighting features is still to be confirmed. Pledges of support from Rothesay Rotary Club, Bute Community Council and Bute Highland Games Committee among others, require confirmation as soon as practicable. Any shortfall in funding is to be met by borrowing capital against future receipts to a maximum sum of £12,000
- 3.6 The major infrastructure upgrade in Dunoon last year also attracted a pledge of £30,000 to be recovered from Capital receipts. Members should note that these two amounts are cumulative; however these major improvements to the infrastructure of the two main displays in Bute and Cowal should help to extend the lifespan of features and improve the annual installation and dismantling process. This will allow all future costs, excluding supply of additional features, to be contained within the revenue allocation indicated in 3.2 above.

#### 4. IMPLICATIONS

- |     |                                    |   |
|-----|------------------------------------|---|
| 4.1 | Policy                             | None  |
| 4.2 | Financial                          | Various sources required to produce a “balanced” budget |
| 4.3 | Personnel                          | none  |
| 4.4 | Equalities<br>Impact<br>Assessment | none  |
| 4.5 | Legal                              | none  |

For further information, please contact Callum Robertson, Roads Asset Manager

Sandy MacTaggart  
Executive Director  
Date 21<sup>st</sup> August 2010



Table 1

Illuminate 12 Trees	LED Projectors :- Red, Blue , Green	£2,430.00	Not taken up
Option 1 Cascades	MATCO3 Lustre Cascades (3.5mx1.6m) on 6 poles	£12,150.00	selected
Option 2 Cascades	PF207-L Ondule MM-LED (2.93mx1.5m)on 6 poles	£10,084.50	Not taken up
Festoon Garlands	Garland B22 (100m) between poles	£ 650.00	selected
“Merry Christmas”	LED Joylight 18 strings (add to existing sign)	£ 750.00	selected
<b>TOTAL ESTIMATED SUM , PROVISION OF FESTURES</b>		<b>£13,550.00</b>	



Option 1 Cascade



Joylight strings

Table 2

Bill Of Quantities Rothesay xmas lighting - civils			
	RATE	QUANTITY	TOTAL
TRAFFIC SAFETY & MANAGEMENT	£900	1	£900.00
<b>SUPPLY &amp; ERECT LIGHTING COLUMN OF 8M NOMINAL HEIGHT</b>	£349.95	8	£2799.60
<b>TRENCH FOR CABLE EXCEEDING 300mm NOT EXCEEDING 450mm AVERAGE DEPTH 0.55 metres(BITMAC FOOTWAY)</b>			
60mm INTERNAL DIAMETER FLEXIBLE UPVC SERVICE DUCT	£1.12	160	£179.20
10mm STEEL WIRE ARMOUR CABLE	£3.52	170	£598.40
2.5 FP200 CABLE	£2.20	150	£330.00
2 WAY TERMINATION TO 10MM SWA	£19.26	8	£154.08
<b>CABLE IN LIGHTING COLUMN</b>			
SINGLE WAY TERMINATION TO 10MM SWA	£9.63	4	£38.52
<b>CABLE IN FEEDER PILLAR</b>			
SINGLE PHASE DISTRIBUTION PILLAR	£1355.86	2	£2711.72
FOOTWAY REINSTATEMENT	£29.15	150	£4372.50
16a sockets	£5.00	18	£90.00
EARTH ELECTRODES 16mm x 1200mm INSPECTION PIT CLAMP & ROD	£40.80	2	£81.60
ALLOWANCE FOR TRAVELLING		15%	£2643.47
<b>TOTAL</b>			<b>£20395.09</b>
R McGlynn			

This page is intentionally left blank

---

**ARGYLL AND BUTE COUNCIL****DEVELOPMENT AND  
INFRASTRUCTURE****BUTE AND COWAL AREA COMMITTEE****3<sup>rd</sup> AUGUST 2010**

---

**CONSERVATION AREA APPRAISAL AND MANAGEMENT PLAN FOR ROTHESAY  
TOWN CENTRE**

---

**1. SUMMARY**

- 1.1 The Conservation Area Appraisal and Management Plan for Rothesay town centre conservation area (appendix 1 and 2 respectively) has been produced locally with the direct involvement of Elected Members and the full support of the Council's officers. The document has also been the subject of a significant level of local consultation. It is now ready for adoption by the Council as non-statutory supplementary planning guidance.

**2. RECOMMENDATIONS**

- 2.1 That the Area Committee approves the Rothesay Town Centre Conservation Area Appraisal and Management Plan.

**3. BACKGROUND**

- 3.1 The Conservation Area Appraisal and Management Plan for Rothesay Town Centre seek to preserve and enhance the conservation area by providing analysis of the area's character and attributes with emphasis on the historic built environment. Areas that would benefit from enhancement are noted and potential actions to remedy these and to improve the area are provided.
- 3.2 The documents were prepared by the Council's former conservation officer in 2008 and formed part of a bid to Historic Scotland which aimed to secure funding towards improvements to the town centre of Rothesay. Since then the documents have been used to support a bid to the Heritage Lottery Fund as part of the CHORD Rothesay THI project. The documents have now been revised to take account of the THI proposals whereby, although not expected to fully commence until 2011, it is envisaged that the documents would continue to inform such regeneration of Rothesay's historic town centre and to preserve and enhance the conservation area. In addition, the Heritage Lottery Fund stipulates that the documents to be formally acknowledged as guidance by the Council before fully determining the application for grant funding.
- 3.3 Both documents were subject to public consultation for a 4-week period from 11th January to 8th February 2010. Following further review of the documents in light of comments received, these were revised to their current form and are attached alongside this report as appendix 1 and 2.
- 3.4 Consultation involved local residents and community groups, Council officers as well as specialist groups and agencies with an interest in the historic built

environment such as the Scottish Civic Trust and the Royal Commission on the Ancient and Historical Monuments of Scotland. The groups were invited to comment by letter and the Council's website was used as a mechanism whereby the documents could be read and commented upon online. A public exhibition took place on 27th January as part of a Take Time event held in Rothesay Pavilion and hard copies were also available within Rothesay Library, Rothesay Museum and Eaglesham House for the duration of the consultation period. In addition, site notices were erected in Guildford Square to draw people's attention to the consultation process and an advert was placed in the local paper.

- 3.5 The only response received came from Historic Scotland. They asked that the illustrations be renewed to better illustrate the text, that the history section be substantially reduced, that the statement of significance and streetscape sections be re-written and that the maps be made clearer. All such comments have since been incorporated into the documents.
- 3.6 It is hoped that the documents can eventually supplement policy to become a statutory part of the forthcoming Local Development Plan as Supplementary Planning Guidance. Until such time however the documents would be classed as non-statutory Supplementary Planning Guidance (new Act SPP, Regulation – 27 and Circular 1/2009 – revoked PAN37 and 49). Even as a material consideration however the documents will still prove an extremely useful resource to guide householders, developers and planning officers alike.

#### **4 CONCLUSION**

- 4.1 The Conservation Area Appraisal and Management Plan for Rothesay Town Centre would serve to assist in the delivery of the Rothesay THI and to ensure only positive and sympathetic change to Rothesay town centre.

#### **5. IMPLICATIONS**

*Policy :* None at present. The documents will serve as material consideration until such time that they can be put forward to supplement policy within the forthcoming Local Development Plan.

*Financial:* None at present.

*Legal:* None at present.

*Equal Opportunities:* None at present.

Director of Development and Infrastructure.

For further information please contact:  
Lorna Pearce THI Project Officer 01700 501 374

## *Rothesay Conservation Area*



## *Town Centre Character Area Appraisal*

## CONTENTS

<b>Statement of Significance</b>	<b>i</b>
<b>SECTION 1 Introduction</b>	<b>1</b>
1.1 Method	2
1.2 Rothesay Conservation Area	2
1.3 Rothesay Conservation Area: Character Areas	2
1.4 Rothesay Town Centre Character Area	2
1.5 Listed Buildings and Scheduled Monuments	4
1.6 Archaeological significance and potential	4
1.7 Location	5
1.8 Population	5
<b>SECTION 2 Historic Development</b>	<b>6</b>
2.1 Origins: the Medieval Castle	7
2.2 Development: Royal Burgh 1400 to 1700	8
2.3 Growth: late 18th and early 19th centuries	8
2.4 Expansion: Victorian Era	11
2.5 Consolidation and Decline: 20th century	13
<b>SECTION 3 Townscape Analysis</b>	<b>14</b>
3.1 Landscape Setting	16
3.2 Urban Form	21
3.3 Building Analysis	34
<b>SECTION 4 Conservation Area Management</b>	<b>39</b>
4.1 Negative Features	40
4.2 Management and Review	44
<b>BIBLIOGRAPHY</b>	<b>45</b>
APPENDIX A: Maps	
APPENDIX B: Listed Buildings	

## STATEMENT OF SIGNIFICANCE

Rothesay's Town Centre Character Area is significant for three reasons:

1. **Medieval Castle and Royal Burgh:** a unique 13th century castle, generator of the medieval Royal Burgh of Rothesay;
2. **Commercial Centre:** late 18th and early 19th century growth forming a compact and uniform town centre; later Victorian embellishments and early 20th century growth;
3. **Seaside Resort:** 19th century and early 20th century expansion creating one of Scotland's most important seaside resorts.

### Medieval Castle and Royal Burgh

Rothesay Castle (c1230) is associated with the royal family of Stewart (later Stuart), kings of Scotland (1371 to 1714), and hereditary keepers of the castle. Its circular form is unique in Scotland and was the focus of an early settlement, granted Royal Burgh status in 1401. The organic street pattern of the medieval burgh and the magnificent castle setting forms this historic town quarter. The former Stuarts' Townhouse on the High Street is a rare example of 17th century domestic architecture in Argyll.



### Commercial Centre

Social and economic growth encouraged the progressive reclamation of the shoreline north of Rothesay Castle during the later 18th century. The principle shopping street (Montague Street) and surrounding area demonstrates the prosperity of the late Georgian period, characterised by simple but robust buildings with Classical refinements such as splayed corners and articulated stonework. Their cohesive form gives a strength and sophistication to the town character, unusual for a small island. A significant number of historic shops remain in the commercial core representing periods of expansion in the late 19th century and the 1930s.

### Seaside Resort

Development of Rothesay as a holiday resort commenced in the early 19th century and rapidly expanded when Glasgow's growing working class were able to take trips "doon the watter". The seafront streets, the Esplanade gardens and its harbours provide an exemplar of the Victorian and Edwardian seaside resort. The Georgian classicism was embellished with more elaborate individual buildings such as the Duncan Halls and Winter Gardens, and Glasgow-style tenements were built cheek to jowl amongst earlier terraced cottages creating a vibrant townscape.



## SECTION 1

### INTRODUCTION

The purpose of this document is to provide an illustrated appraisal of the *Town Centre Character Area* of the *Rothsay Conservation Area* following national legislation and governmental guidelines.

Conservation Areas were introduced in 1967 and are defined in Section 61(1) (a) of *The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997* as:

*“...areas of special architectural or historic interest the character or appearance of which it is desirable to preserve or enhance.”*

Under Section 63 (1) of the 1997 Act, local authorities are required to *“formulate and publish from time to time proposals for the preservation and enhancement of any parts of their district which are conservation areas.”* Furthermore, Scottish Planning Policy 23 states that *“Designation provides the basis for the positive management...”* and encourages planning authorities to undertake conservation area appraisals to underline decision making.

Argyll and Bute Council is committed to preserving and enhancing the conservation areas in its care. In order to carry out this action it is necessary to first have a full and detailed understanding of all the factors which contribute to the special character and interest of the area, this is the role of the appraisal.

This Character Appraisal follows the recommendations provided by Planning Advice Note 71, setting the scene for active and effective conservation area management.



### 1.1 Method

This appraisal draws on a number of academic and practical guidelines, and relies upon both field and desk study. It should be recognised that the appraisal is not intended to be comprehensive, and the omission of any particular building, feature or space should not imply that it is of no interest or importance.

The draft Appraisal for Rothesay Town Centre Character Area was prepared by Argyll & Bute Council and was subject to public consultation for a 4-week period from 11<sup>th</sup> January 2010 to 8<sup>th</sup> February 2010. Consultation comments were reviewed and amendments made by Sonya Linskaill (RIAS) Conservation Consultant on behalf of Argyll & Bute Council and with support of the Rothesay Townscape Heritage Initiative (THI).

The Character Appraisal will be available on the Council's website in downloadable form. Copies will be placed in the local library and will be available on request from the THI Project Officer or Planning Department. An abridged Character Appraisal leaflet is also available.

### 1.2 Rothesay Conservation Area

Rothesay Conservation Area is one of Scotland's most extensive, stretching along the east coast of the Isle of Bute for some five miles from Port Bannatyne to Ascog (fig 1; Appendix A). It encompasses Rothesay town centre and esplanade, its early industrial area, extensive seafront residential suburbs and two villages. It was designated in 1971, extended in 1980 and 1984 and given outstanding status in 1985.

### 1.3 Rothesay Conservation Area: Character Areas

The Conservation Area has been divided into nine 'character areas' each with its own special architectural and historic interest (fig 1). This recognises the diversity within the Conservation Area and will allow each character area to be appraised and managed individually to improve decision-making and reinforce local identity.

### 1.4 Rothesay Town Centre Character Area

This Conservation Area Appraisal covers the Rothesay Town Centre Character Area, the historic burgh core and seafront reclamation (fig 2).



Figure 1: Rothesay Conservation Area indicating the 9 Character Areas © Crown

Figure 2:  
The Town Centre  
Character Area focuses  
on the castle, historic  
burgh core and  
commercial heart of the  
town.

It excludes the  
historic industrial part of  
the town (to the south)  
and the residential areas  
on the cliffs above the  
town centre (to the east  
and west)



ROTHESAY TOWN CENTRE CHARACTER AREA

### 1.5 Listed Buildings and Scheduled Monuments

Structures may have statutory protection as a Listed Building or Scheduled Monument. This is in addition to the protection afforded under Conservation Area designation. Listed buildings are designated under the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 for their 'special architectural or historic interest'. Appendix B provides details and images of Listed Buildings in the Character Area. The only Scheduled Monument in the Character Area is Rothesay Castle. Figure 3 records the listed buildings in the Character Area.

Other undesignated buildings make a positive contribution to the Character Area and a number of these are highlighted in the text. It should be noted that this report cannot assess nor describe every building in the Character Area and therefore exclusion of a building or structure does not mean a building is considered to have no value.

### 1.6 Archaeological significance and potential

A zone of potential archaeological sensitivity has been identified by the West of Scotland Archaeology Service (WoSAS). This zone acknowledges the historic significance of the Town Centre Character Area and is illustrated on the Archaeological Consultation Trigger (ACT) map which WoSAS supply to member local authorities. Any potential development or works within this area of sensitivity should be discussed with the Planning Department in the first instance who may consult WoSAS and Historic Scotland. Advice can be provided on the actions required in the case of potential development, for example mitigation fieldwork, archaeological evaluation, watching briefs. Figure 3 includes an extract from the WoSAS search page.

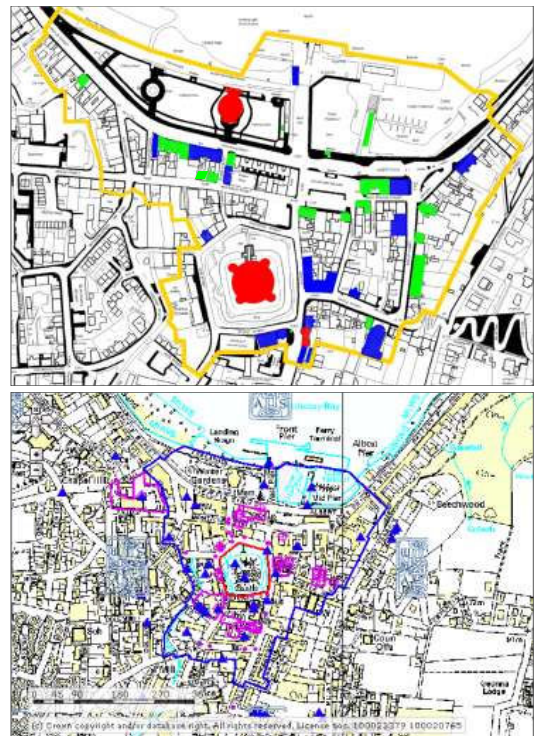


Figure 3: Top: Listed Buildings in the Character Area: Category A (red); Category B (blue); Category C(S) (green); refer Appendix B for further information. Below: Archaeological potential: extract from the WoSAS search page: the ACT boundary is outlined in blue and monuments (blue triangles) and previous investigations and reports (pink), the Scheduled Monument of the castle is outlined in red. © Crown

### 1.7 Location

The Isle of Bute is part of Argyll and Bute, a local authority which covers an expansive area on the west coast of Scotland and a number of inner islands (fig 4). Bute sits at the entrance to the Firth of Clyde, just off the Cowal Peninsula and some six miles to the north-east of the island of Arran. The shores of North Ayrshire and Inverclyde lie approximately eight miles to the west (fig 4).

Bute is divided into two parts by the Highland Boundary Fault, which crosses the island in a trench from Scalpsie Bay to Rothesay (NS 087 645). This forms a unique and distinctive landscape setting; Rothesay town lies on the head of the wide, sheltering Rothesay Bay on the island's east coast with typically highland uplands to the north and rolling fertile fields to the south. The Water of Fad flows to the sea on the western flank of the town centre and the Balskyte Burn (both largely culverted) runs a little to the east. Rothesay is the only town on the island and all principle roads converge on Rothesay including the A844 and A886. There are frequent car ferry services from Rothesay to Wemyss Bay (Inverclyde), and from Rhubodach to Colintrave on the Cowal Peninsula.

### 1.8 Population

The population of Bute rose from around 3,000 in 1755 to over 5,000 by the end of the 18th century, when the fishing and manufacturing industries were flourishing on the island. It continued to rise rapidly throughout the 19th century, to almost 12,000 by 1891 as Rothesay developed into a major holiday destination.

The population peaked in the 1930s (12,112 in 1931), and has subsequently experienced continued decline with a current population

of around 7000, (GROS, 2008).

Rothesay is the largest settlement on the island and accounts for 70% of the population and contributed significantly to the population growth throughout the 18th century; the town population rose from about 400 in 1756 to 2,607 in 1790. Rothesay's population now stands at just under 5,000 (4882 in 2008, GROS).

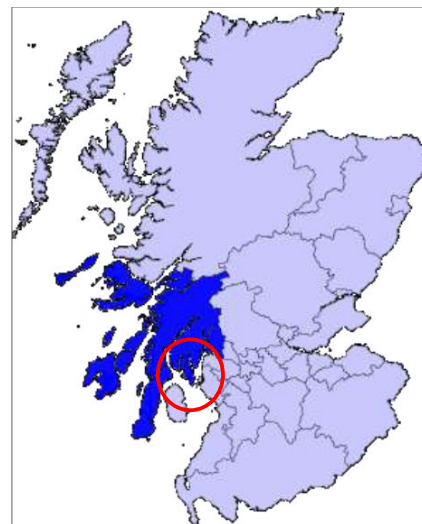


Figure 4: Argyll & Bute Council's location in Scotland (dark blue) with Bute circled.

## SECTION 2

### HISTORIC DEVELOPMENT

*This section summarises the origin of the settlement and identifies the key periods of political or economic change and social development which shaped the physical form of the settlement.*

Bute's position, nestled between the central heartland of Scotland and the remote Western Isles, has influenced the island's historical development. The island, and Rothesay in particular, has played a part in Scottish history from the 13th century onwards, from the Norse invasions; the Wars of Independence; the Wars of the Three Kingdoms; and the 17th century Argyll Rebellion. From the 18th century fishing and manufacturing industries brought wealth and expansion and in the 19th century Rothesay became a Victorian resort and Glasgow's seaside playground, with steamers queuing up to bring the holidaymakers coming "*doon the watter*".

## 2.1 Origins: the Medieval Castle

The medieval castle was the focus for Rothesay's early development. Bute had been granted to Alan 2nd High Steward of Scotland (1177-1204) by William I (the Lion) around the turn of the 13th century. The castle is believed to have been built at this time to defend this new western frontier of Scotland. It stood very close to the shoreline, possibly only 100m away on relatively low-lying ground below the 10m contour, and this may account for the settlements early depiction as an island; an account of 1306 also records the castle being taken "by sea". The castle's circular curtain wall is unique in Scotland (fig 5).

The castle's association with the Scotland's monarchy was established on the coronation in 1371 of Robert II, the first king of the house of Stewart (later Stuart). The castle became a royal residence for both Robert II (1316-1390) and Robert III (c.1337-1406). Robert II built St. Michael's chapel in the castle courtyard. On the death of Robert III the Stewarts became keepers of the castle. The Rothesay Dukedom was created in 1398 for David, eldest son of Robert III; this title is still held by the monarch's eldest son, Prince Charles.

In the 15th and 16th centuries both James III (1452-1488) and James IV (1472-1513) used the castle's strategic location as a base for their campaigns to subdue the Lords of the Isles. At the accession of James IV the castle was refurbished, and the forward keep was built in 1512. James V (1513-1542) built the great tower of the castle in 1541. However, the castle was abandoned in the later 17th century having suffered significant damage during Cromwell's occupation (1650-59) and the Earl of Argyll's revolt against James VII (1685). Consolidation of the ruins was carried out in 1816 and 1872-79. In 1900 the Marquess of Bute reconstructed the Great Hall of the barbican.

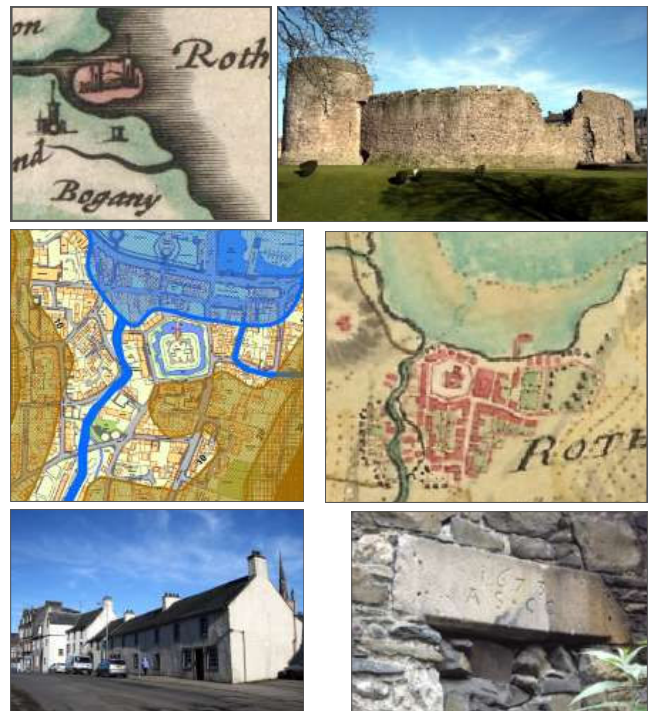


Figure 5: Top: (left) Blaeu's map (1654; © NLS) illustrates Rothesay as an island; the diagram below shows the castle's early position on the foreshore; (top right) the circular curtain wall of Rothesay Castle, unique in Scotland, only one of the four original drum towers remains constructed c.1263; (below) Roy's Military Survey (1747-55) provides clues as to the burgh's development; Bottom: early structures include the Stuarts' Townhouse (left) and fragments such a lintel to the rear of Nos 11-13 Montague Street.

## 2.2 Development: Royal Burgh 1400 to 1700

Rothesay was erected a Royal Burgh in 1400/1 by Robert III. Rothesay's charter marks a landmark in Scottish history being the first charter to use the term "*burgus regius*" or Royal Burgh (Gourlay, 1978).

The burgh charter suggests the existence of a settlement prior to this date; it is likely a cluster of buildings was associated with the castle, possibly running along the High Street south to the medieval parish church of St Mary (now the site of the High Kirk of Rothesay). The Royal Burgh status permitted free trade at home and abroad. Traditionally trade took place in the market place identified by a market cross; the first mention of a market cross was in 1490 when "*McGibbon's Cross*" is described as being in the 'middle' of High Street (Gourlay, 1978), but the precise location of the original market place is uncertain. It may have been located on Castle Street, or at the junction of High Street and Castle Street where a market cross stood until 1768 (Gourlay, 1978; McLagan, 2002).

Very little is known of the early burgh prior to the 17th century and historic redevelopment has removed or disguised the traditional burgh plots and early buildings. Archaeological and cartographic evidence, (Roy 1747-55; fig 5) can provide a basis to interpret the early burgh form. By the end of the medieval period development lay south of the castle on both sides of the High Street between the New Vennel (Stuart Street) and the Old Vennel (Russell Street), as well as to the west of the castle towards the Water of Fad. Castle Street stretched toward the Serpentine route and the area around Watergate and Store Lane was developed thereafter.

Of standing remains, other than the castle, the Stuarts' Townhouse (1681) is a rarity being the only remaining 17th century domestic

building in the region (fig 5; Walker, 2000). A number of small buildings standing in the block between Watergate and the High Street could contain remnants of former harbour buildings and merchants' premises. The stonework of one incorporates a marriage stone dated 1673 although this looks to have been inserted retrospectively (fig 5).

## 2.3 Growth: late 18th and early 19th centuries

Rothesay experienced a period of decay during the second half of the 17th century during which the Duke of Argyll developed Campbeltown, chartered as a Royal Burgh in 1700. Rothesay's fortunes were reversed in the 1760s: a Customs House was opened to maximise trade with Ireland (1765); a cotton industry was established (from 1779, with 5 mills in 1855) and the herring fishing became a highly successful industry. The population of the town grew rapidly from about 400 in 1756 to 2,607 in 1790.

Roy's map (1747-55; fig 5) illustrates the Royal Burgh shortly before this period of rapid growth. It shows development was still restricted by the sea, but the beginnings of the present harbour at the foot of Watergate (1752) are indicated with an area of undeveloped land behind the quay, where Albert Place and Guildford Square were later constructed. In contrast, Wood's survey of 1825 (fig 6; Appendix A) illustrates the growth of the town with the creation of new streets on the seaward side of the castle.

The success of the fishing industry and commercial trade saw a second quay being built from the foot of the High Street ('New Quay', 1785-90). The basic form of the current inner and outer harbours was established after 1822 when works were undertaken to reconstruct the two early quays to accommodate steamers, the New Quay being

extended eastwards (absorbing parts of the older pier) and creating a new entry into the inner basin (fig 7).

A comparison of these two early maps (fig 7) illustrates the significant changes that took place in the 70 years or so between the two surveys. The town's streets, only named by the town council in 1768, are illustrated including Water Gate, Shore Loan (now Store Lane) and East and West Princes Streets, and the beginnings of Guildford Square on reclaimed land at the pier-head. Significantly the development of Montague Street is complete; running below the castle on reclaimed land, it bridged the Water of Fad thereby linking the quays in the east to the developing west side of the town (now Bridge Street and Bridgend Street).

Bishop Street, which linked Castle Street with the growing harbour, was laid within the gardens of 'Bishops House' (demolished 1786). A stone plaque above the butcher's shop at the bottom of Bishop Street is said to come from the Bishops House. The town's public school (1798) is marked, having previously used rooms in the Bishop's House and remained in this building until a new school opened at the Mill Park in 1877. The building was later used as a reformatory and registry office until its conversion to housing.

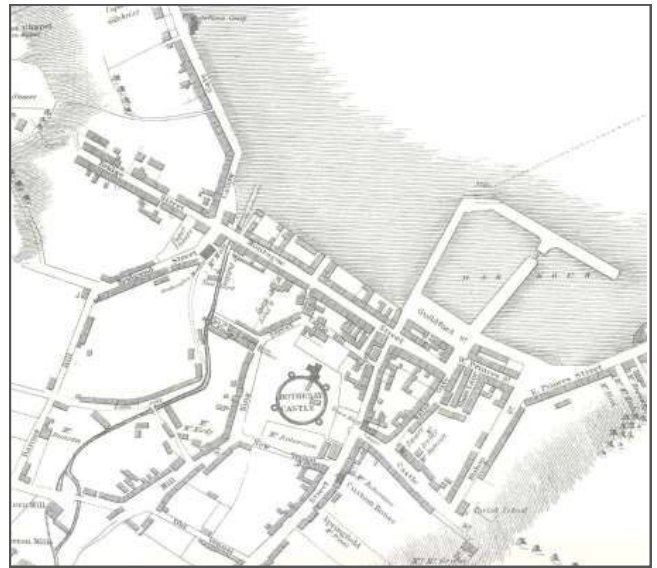


Figure 6: Growth of the burgh is illustrated in Wood's map (1825; Appendix A).

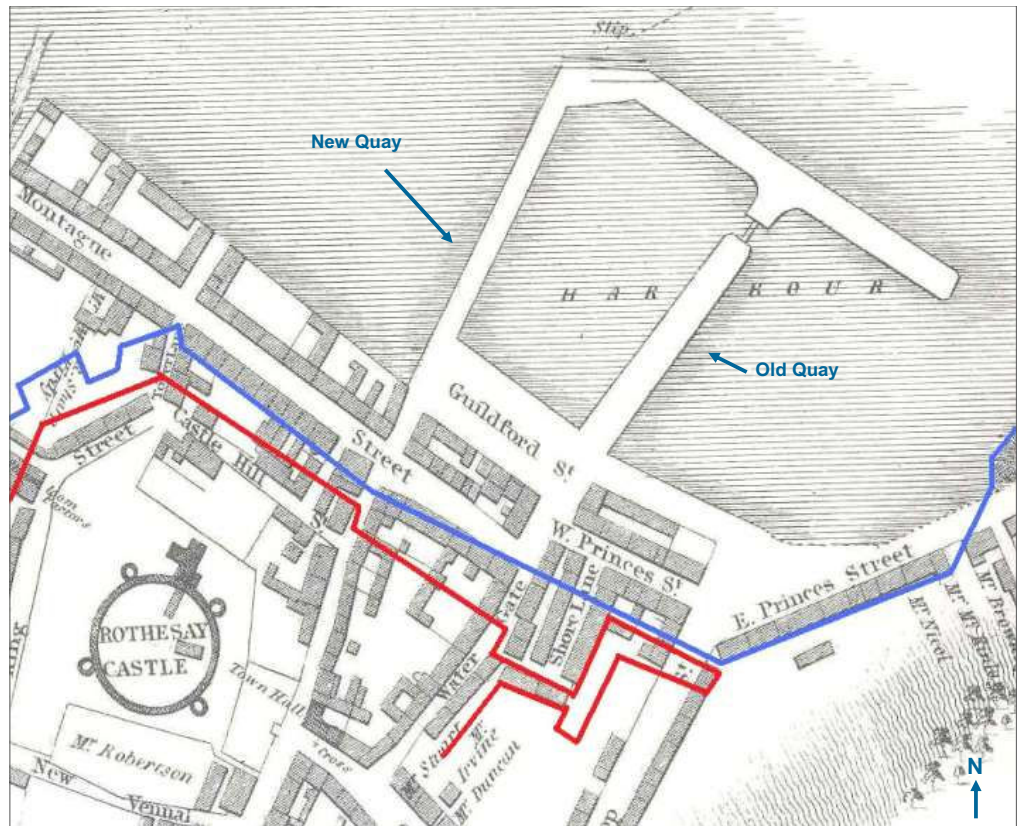


Figure 7: Seaward Development: The limit of development (red) & former shoreline (blue) as roughly indicated on Roy's map (1747-55) is superimposed upon Wood's map (1825).

Reconstruction of the harbour commenced in 1822 when the Old Quay (1752) and New Quay (1785-90) were combined and extended to accommodate steamers.



Roy (1747-55) © NLS



Wood (1825)

SEAWARD DEVELOPMENT

## 2.4 Expansion: Victorian Era

The Victorians discovered the seaside in the early 19th century, first for medical reasons (healthy sea air and salt water) and then for pleasure. Rothesay rapidly became the perfect Victorian seaside resort, complete with medieval castle, and was soon transformed from a small fishing burgh into a thriving holiday destination.

The commercial harbour, was reconstructed in 1822 was extended in 1867 and 1899 to accommodate the increasing steamer traffic. In 1839 a new slip and a boat building yard had been constructed immediately to the west of the New Quay. Pier buildings were erected next to the drawbridge into the Inner Harbour in the early 1870s. Splendidly decorated public conveniences were built on the site of the cattle pens on the pier. East of Albert Place, the Albert Pier was constructed to accommodate cargo ships (1863 -1865; fig 8).

The first promenade was constructed in 1869, and a few years later the boat yard closed and was incorporated within the promenade to create the current Esplanade, a wide expanse of formal ornamental gardens and bracing seafront walks. Grand Victorian structures adorned the public realm including the former Russell Band Stand which closed the vista of Tower Street (1873; replaced by the Winter Garden) and the Thomson Memorial Fountain (1867; now in High Street) on a line aligning with Dean Hood Street. Further to the east the Ewing Fountain stood in Guildford Square and the Albert Memorial Fountain (1863) at the foot of Bishop Street.

Rothesay's heyday as a holiday resort culminated in the late 1800s as the working classes could now afford a trip to the seaside (Marshall, 2002). At its peak Rothesay was attracting as many as a dozen sailings a day from Glasgow's Broomielaw (July 1878). The steamers

were packed with holidaymakers intent on a good time; with the first sailing at 6.45am it was possible to spend a long, action-packed day in Rothesay all for a shilling. A horse-drawn tram service along the Esplanade was established in 1879 (by the Rothesay Tramway Co.) taking visitors to Port Bannatyne.

New buildings were constructed to serve the holidaymakers. Palaces of entertainment, such as the Duncan Halls (1876-9) and the Aquarium stood alongside grand seafront hotels, including the Glenburn (Scotland's first Hydropathic Hotel), the Victoria Hotel (mid 19C) and the Royal Hotel (c.1850; fig 14). Behind the seafront tenement blocks

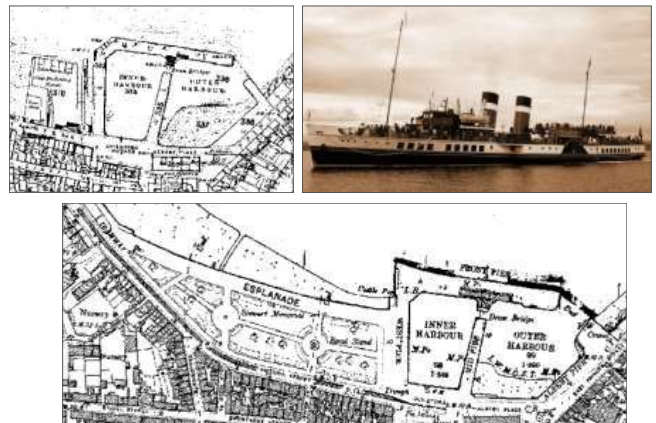


Figure 8: (left) 1st Ed Ordnance Survey (1862-3) showing slip and boat yard to west of the harbour and to its east a narrow Albert Pier; (right) "Waverley" last of the Clyde paddle steamers ; Below: 2nd Ed Ordnance Survey (1898-1904) showing new Esplanade to the west of the harbour replacing the slip and yard, as well as new buildings on the pier and a larger Albert Pier.

in the Glasgow style provided holiday flats for Glasgow families and homes for local workers alike. Mansions for mainland industrialists, fine villas for sea-captains, cosy family houses and welcoming seaside guest houses, often highly decorated with cast iron fretwork, were built all along the shores of Rothesay Bay (and on the hillside above), both to the west and to the east. Eventually Rothesay engulfed the fishing village of Port Bannatyne in one direction and the little rural village of Ascog in the other.

In the second half of the 19th century, religious dissent and the needs of a growing seasonal population led to a church-building programme. Many of these new churches occupied prominent sites on the seafront, such as St Paul's Episcopal Church and St John's (demolished 1970s). Other churches were situated behind the foreshore: Trinity Church in Castle Street, and West Church located behind Argyle Street. Their spires gave Rothesay a distinctive new skyline.

New civic buildings were also constructed. In 1832 the new County Buildings were built on the site of the earlier Town Hall. This battlemented grey building with its projecting square tower was a testament to civic dignity and pride and housed the Sheriff Court and gaol (conversion to residential, 2010). From 1825 the Stuarts' Townhouse was used as the Customs House. In 1897 a new purpose-built Post Office and sorting office was built in Bishop Street. New shops opened up, especially in Montague Street, and displayed their goods in decorative cast iron and timber shopfronts. A huge bakery was erected by the Co-operative Society in East Princes Street (fig 21); fully equipped with up-to-date machinery, it sent bread and confectionary daily to far flung coasts.



Figure 9: Postcards of the late 19th/early 20th century Seaside Resort

### 2.5 Consolidation and decline: 20th century

Rothesay's popularity as a holiday destination continued into the 20th century and further improvements were made to attract tourists. The Bute Museum was erected in 1926, and two of Rothesay's most iconic buildings were constructed: in 1924 the Winter Gardens, an Art Nouveau styled cast iron structure with a vast dome and pagodas, and in 1938 the Rothesay Pavilion in Moderne style, a building that marked out the resort as one of the very best in the British Isles.

Transport evolved to meet demands: an electric tramway opened in 1902 running from Rothesay to Port Bannatyne and extended to Ettrick Bay in 1905 (closed in 1949). A new taxi shelter (the Cabbies' Rest) was provided to serve ferry passengers in 1930. By this time Rothesay's population had already peaked but the town continued to be a very popular seaside resort into the middle of the 20<sup>th</sup> century. Rothesay was also a naval anchorage from 1940 to 1957.

Similar to many other seaside resorts and small town centres throughout the UK, Rothesay experienced considerable social and economic change during the latter half of the 20<sup>th</sup> century. As an island location, Rothesay suffered particularly from its demise as a significant holiday destination as foreign travel expanded, and associated depopulation and a lack of investment have followed.



Figure 10: Rothesay 's 20th century iconic buildings: (top) the Art Nouveau style Winter Gardens (1924) and below the Pavilion in 1930s Moderne style.

## SECTION 3







### TOWNSCAPE ANALYSIS

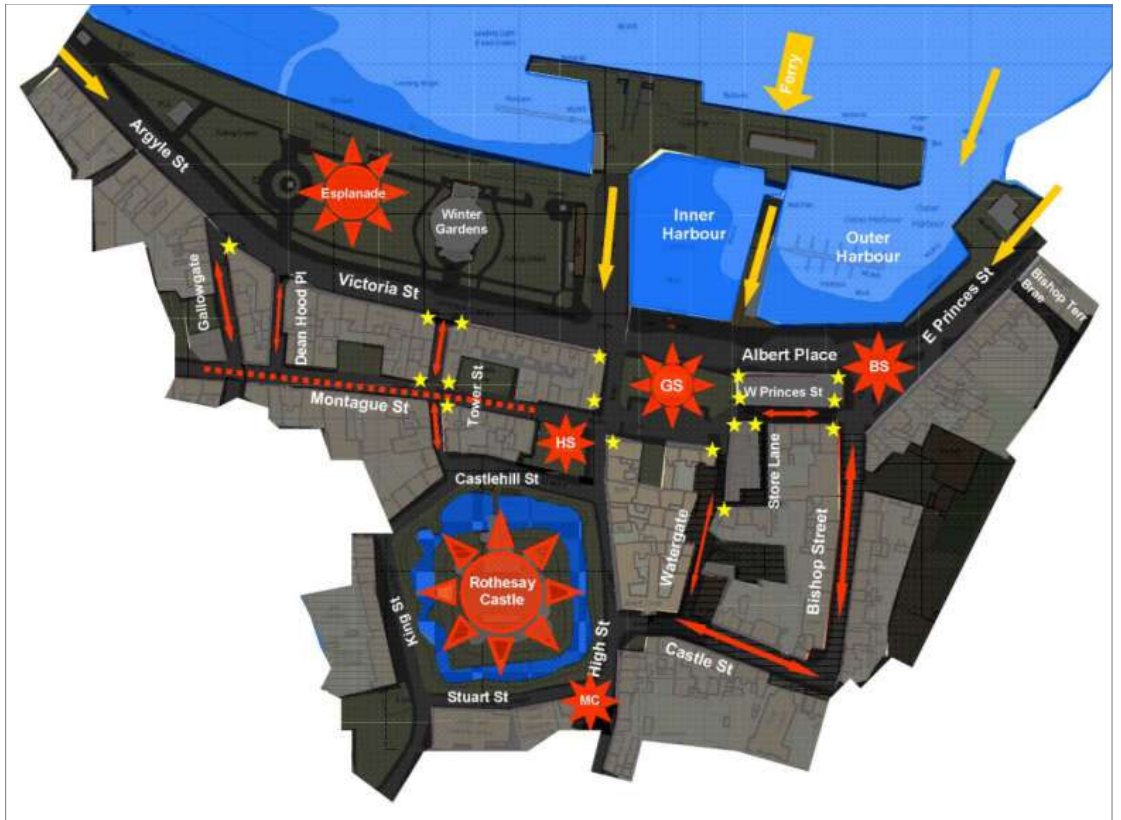
*This section analyses the interplay of topography and street pattern of the Character Area. It considers the relationship with its surrounding landscape and describes its townscape features including urban form, streets, buildings, important landmarks, open space and views.*

*This 'character and appearance' of the Character Area will be described through the following sections:*

- *Landscape setting*
- *Urban form*
- *Building analysis*

KEY Figure 13

-  Buildings
-  Spaces
-  Water
-  Arrival
-  Open Space
-  Splayed Corners
-  Principle Shopping St
-  Linking Street



SPATIAL ANALYSIS

### 3.1 Landscape setting

#### Setting

Rothesay town centre stands at the head of a wide bay on the east coast of the Isle of Bute, facing north to north east into the Firth of Clyde estuary where the coast of North Ayrshire and Inverclyde forms a distant backdrop. To the north, the Cowal Peninsula cradles the island and provides a unique setting for the town (fig 11).

Rothesay Bay forms a wide sweeping seafront backed by wooded hills and open farmland. The low hills enclose inland views from the town, and provide the backdrop to the long vistas of Montague Street and Victoria Street (fig 11). The cliffside to the south-east of the town centre is particularly steep and clearly defines the edge of the Character Area and offers panoramic views of the town centre, seafront and Rothesay Bay from above (fig 11 & 12).

The Esplanade and seafront development as far back as Montague Street sits on flat land reclaimed from the sea. Raised above this on higher ground stands Rothesay Castle which was the focus for the medieval Royal Burgh.

The Water of Fad, straightened to form a mill lade, runs below King Street to the west of the castle, its final route culverted via Dean Hood Place to the sea. The Balskyte Burn, to the east, runs under Castle Street and Watergate and is no longer visible (fig 5).

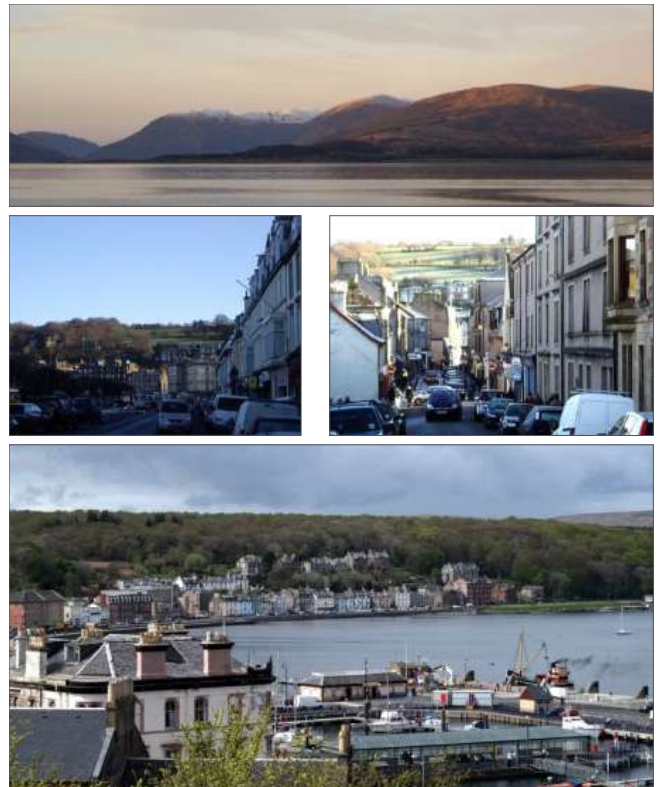


Figure 11: Top: the Hills of Cowal; Centre: Bute's hills provide the backdrop to Victoria Street (left) and Montague Street (right); Below: view west across Rothesay Bay; note the end block of Albert Place in the foreground.

**KEY** Figure 12



Height at 10m Intervals



Water of Fad



(culverted)



LANDSCAPE SETTING



## Views

The urban structure of streets and spaces creates dynamic views within and outwith the Character Area, confirming the importance of the setting of Rothesay to the character and appearance of the Conservation Area (fig 13).

### Views within the Town Centre Character Area

There are a number of special set-piece views:

- the former Winter Gardens from Tower Street;
- the drinking fountain from Dean Hood Place;
- the curve of Tower Street as it leads down to Montague Street;
- over the town from Bishops Terrace Brae;
- High Street and Bishop Street to the ferry terminal;
- the Castle approach from High Street; Guildford Square.

### Views Linking the Character Areas

Rothesay Town Centre is only one of nine character areas within the Rothesay Conservation Area. There are some significant visual links between this and the adjoining character areas, in particular:

- to the West Bay and Ardbeg;
- to the East Bay;
- to Chapelhill past the West Church;
- the Serpentine;
- links with the Industrial part of town from the Castle area;
- into the Castle area to and from Queen Street.

### Distant views from the Conservation Area

The natural landscape setting of Rothesay offers stunning sea views of the Scottish mainland, to the tip of the Cowal Peninsula, across the Firth of Clyde, and south towards Cumbrae.

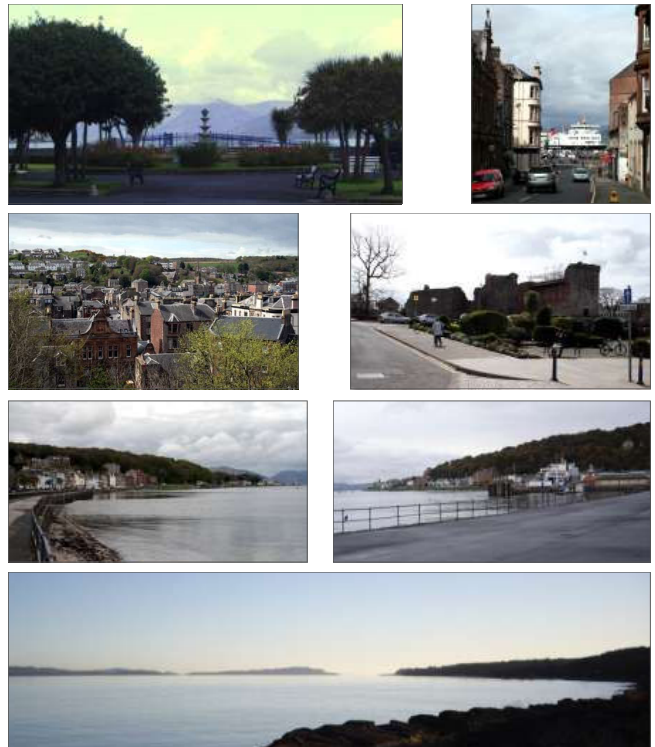


Figure 13: Top: views within the Character Area (left) fountain from Dean Hood Place (right) the ferry from Bishop Street; Centre: across the town from Bishops Brae; (right) the castle from the foot of High St; Below: views linking the Character Areas (left) the West Bay and Ardbeg; (right) to East Bay; Bottom: distant views from the Character Area: south towards Cumbrae.

### Approach and Arrival

Arriving at a place by sea is always an adventure and Rothesay is no exception. Rothesay is the island's principle port and anyone sailing into Rothesay, whether to tie up at the pontoons in the Harbour or by ferry, enters a sheltered harbour lined with elegant buildings, set in a curve around the bay.

The harbour is at the heart of the town centre. On exiting the terminal building, foot passengers have a view left (east) across boats anchored in the Harbour, towards the seafront buildings at the foot of Bishop Street, notably the impressive Duncan Halls on East Princes Street and the imposing block of Albert Place anchored by the former Royal Hotel (fig 14). Large villas on the wooded hillside form an attractive backdrop. To the right, looking west across the Harbour, is the long vista of the tall, pastel coloured facades of Victoria Street.

Passengers walk down Mid Pier through the decorative cast iron Cabbies' Rest (1930; relocated) directly onto Guildford Square, the town's principle public space. Straight ahead the view up Watergate provides a glimpse of the castellated clock tower of the former County Buildings (fig 14). Looking across the square, Rothesay's medieval castle can be viewed through the gap in its south-west corner.

Passengers leaving the ferry in their vehicles drive across the West Pier arriving at the western end of Guildford Square and have a direct view up the High Street. To their right are the seafront buildings on Victoria Street and the Esplanade Gardens.

A second vehicle ferry sails from Colintraive on the Cowal Peninsula and arrives at Rhudodach in the north of the island. Driving south the coastal road meanders first through Kames Bay before entering Rothesay Conservation Area; it passes Port Bannatyne harbour and

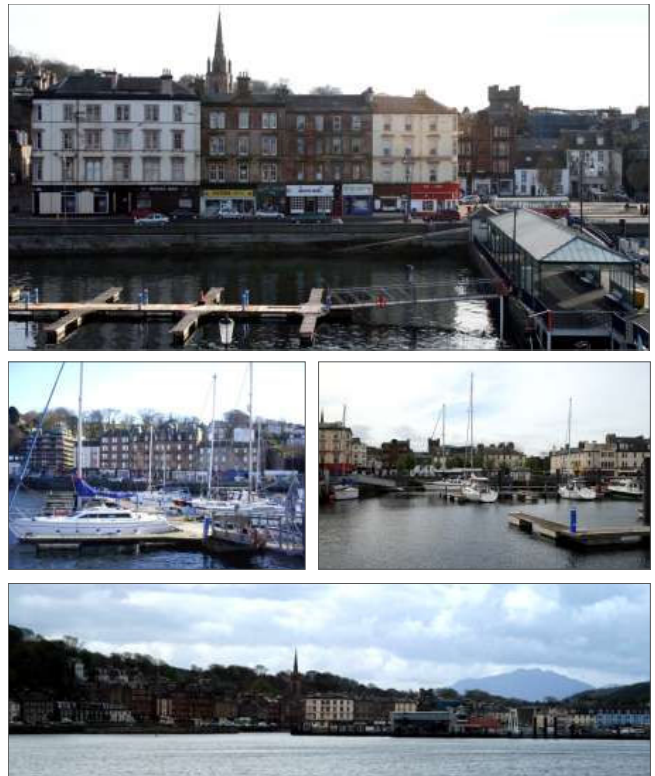


Figure 14: Top: view from the ferry to Albert Place, the taxi shelter is visible on Mid Pier on the approach to Guildford Square; note the clock tower of the former County Buildings; Centre: (left) view from Mid Pier east across the Outer Harbour to East Princes Street (right): view to Guildford Square; Below: approach by sea.

Ardbeg before reaching the Skeoch Wood and Rothesay's seaside suburbs. At this point the whole seafront of Rothesay Bay comes into view: sheltered by the low island hills, the view is punctuated by church spires, cliff top villas and the hilltop tree lines (fig 15). The landmark Rothesay Pavilion (1938; fig 10) is passed on Argyle Street, as seafront apartments and guest houses give way to shops and restaurants.

Following the coastal approach from the south of the island the road enters the Rothesay Conservation Area at Ascog, before curving west at Craigmore to approach the town (fig 15). Arrival to the town centre is more sudden, the seaside suburbs immediately become urban waterfront. The road dips toward the junction at the foot of Bishop Street where the grouping of a number of landmark buildings form a distinctive termination to the long seafront vista (fig 15). These include the Post Office with its decorative gable, the Victorian grandeur of Duncan Halls, and the former Royal Hotel which occupies the full width of the urban block as it turns the corner of Albert Place into West Princes Street.

The inland approach from the south or west converge on one of the island's earliest routes along the High Street. The minor landmark of the former United Free Church is passed before the road enters the Character Area at the distinctive group of traditional buildings which include the former Stuarts' Townhouse opposite the Market Cross. The magnificent circular wall of Rothesay Castle comes into view as the road descends past the former County Buildings towards Guildford Square offering glimpses of the bay and the distant hills across the Firth.



Figure 15: Top: approach travelling south from the Colintraive ferry, the town centre comes into view; Below: approach travelling north, East Princes Street and the junction at the foot of Bishop Street create a sudden urban setting.

### 3.2 Urban Form

Rothsay Town Centre Character Area can be interpreted through a description of three basic elements (fig 16). These reflect the historic development of Rothsay and define the town's basic urban form:

1. **The Castle:** a strong circular element standing on raised ground;
2. **The Principal Shopping Street:** the linear form of Montague Street running behind and parallel to the seafront;
3. **The Seafront:** a linear and curving element comprising Argyle Street, Victoria Street, Albert Place and East Princes Street.

Rothsay's character and appearance can be further analysed according to the interaction between these principle elements:

4. **Linking Streets:** series of connecting streets forming urban blocks;
5. **Open Spaces:** role of open space, trees and landscaping.



Figure 16: Top: the three basic urban elements: the curving seafront; the linear principal shopping street and the circular form of the castle.

### The Castle Area

Rothesay Castle remains the historic focus of the town. Its uniquely circular form, emphasised by its encircling moat and the enclosing boundary walls with cast iron railings, has generated an organic urban space comprising: High Street (E), Castlehill Street (NE), King Street (NW and W) and Stuart Street (S). The castle is of national importance (Scheduled Ancient Monument and Category A Listed) and is a major landmark. It is the focal point for a varied mixture of building styles and functions. Despite the architectural variety of the surrounding buildings, there is a general consistency of scale and materials.

The significance of this area, the original heart of the Royal Burgh, is reflected in a range of distinctive landmark buildings. Of particular importance is the former Stuarts' Townhouse (Category A Listed; 1681) with projecting stair and crow-stepped gables. As the only surviving 17th century dwelling in Argyll and Bute it is both exceptional and rare (Walker, 2000). The clock tower of the battlemented former County Buildings (Category B Listed; 1832-4) forms a prominent landmark. The two distinguished Georgian townhouses (both Category B Listed; No.4 King Street, c.1749; No.3 Stuart Street, c.1820) and the Classically styled Bute Museum (Category B Listed; 1925-6) are significant contributions. The adjacent houses and tenements form an important part of the background townscape to these special buildings. The horizontal form and materials of 20th century redevelopment are less sympathetic.

The area contains a mixture of uses, including residential, civic and commercial. A run of tenements on the High Street provides a mix of shops, banks, bars and restaurants at street level, completing the townscape ambience.



Figure 17: Top (left) the circular curtain wall of the castle; (right): view east to the former County Buildings and a tall tenement on the corner of High Street and Castle Street. Centre (left): the castle's remaining drum tower, low domestic buildings on Castlehill Street beyond; (right): No.4 King Street an early townhouse (1749); Below: (left) former Stuarts' Townhouse and market cross; (right) Bute Museum and No.3 Stuart Street.

### The Principle Shopping Street

Montague Street was laid out from the second half to the 18th century (fig 6) and remains the town's principle shopping street. It was complete by 1825 and extends from Gallowgate in the west to Watergate on the far side of Guildford Square in the east. Constructed on reclaimed foreshore, there is no change in level along its extent, its slight curve providing deflective streetscape views (fig 18).

Montague Street is lined predominantly with 3-storey stone buildings, with shops at street level and generally residential floors above. This provides a compact centre and an area protected from the seafront for commercial activity. Originally lined on both sides, a number of gap sites now interrupt the enclosed form. At the eastern end the loss of the northern block between High Street and Watergate has doubled the size of Guildford Square, and there is an open space at the foot of the High Street.

On the north side of the street the majority of the surviving buildings are Georgian. At Tower Street the attractive splayed corner buildings are listed (forming a listed group with those of Victoria Street) and at the northern corner with Gallowgate a similar unlisted block adds to the urban form and coherence. The south side of Montague Street is more varied reflecting redevelopment which has not been consistent with the earlier Georgian scale. Of particular interest is the former Woolworth building (Nos 97-99; 1938). Montague Street forms the south side of Guildford Square. Anchoring the corner with High Street is another late Georgian block (Category C(S) Listed; 1832). Another early building (Nos 11-13) is of historic interest; to the rear of the main house is a turnpike stair and rolled skewput and a outbuilding incorporates a 17th century marriage stone (fig 19).



Figure 18: Top: view east along Montague Street from Gallowgate, the street gently curves; note the variation in building height as a result of redevelopment over time; Below: view west from Guildford Square.

Glimpses of the seafront are offered by the linking streets which cross Montague Street at right angles. In particular the junction with Tower Street offers an attractive vista to the Winter Gardens, the splayed corners of the buildings helping to create a sense of space and movement within the linear street form (fig 19). This formal layout contrasts with the steeply curving form of the upper part of Tower Street, creating a sense of anticipation on route up to the castle.

There are some good historic shop fronts (with more possibly hidden under modern signage) which add character and vitality to the streetscape. Nos 5, 32 and 74 are of particular significance (Lennie, 2010).



Figure 19: Montague Street: Top: at Tower Street two listed buildings with splayed corners and bow windows; Centre: (left) Montague Street forms the south side of Guildford Square; (right) the former Woolworths building; Below: the rear of an early building at Nos 11-13 Montague St; its outbuilding contains a 17th century lintel.

### The Seafront

Rothesay's long, linear seafront was developed during the course of the 19th century and marked an expansion of the reclamation commenced in Montague Street. The coastal road curves gently round the bay, defined on its southern edge by a 'façade' of tall, elegant stone buildings, and to the north by the open sea. The building façade comprises a number of continual streets (east to west): East Princes Street, Albert Place, Victoria Street (1840) and Argyle Street. The only break in this form occurs at Guildford Square, and at the entrances to the linking streets. The strength of the seafront façade derives from the continuity of its building form, in the majority at least 3-storey properties, many painted in light colours to enhance the seaside atmosphere. The tenements form the background, with churches, hotels and the former Duncan Halls (Category B Listed; 1876-9) adding variety and detail and acting as minor landmarks.

To the west of Guildford Square lie the formal gardens of the Esplanade; and to the east the harbour. Shops, restaurants and hotels line the seafront, with the leisure yachts and fishing boats of the harbour adding vitality to the waterfront. The Esplanade and harbour are dotted with a variety of individual structures: minor landmarks include the glazed cast iron Cabbies' Rest (1930); the winged victory WWI memorial (1922); the square, glazed-brick Weigh House (late 19C); and the highly decorative Victorian Public Convenience (1899) on West Pier. The central focus of the Esplanade is the dome roofed Winter Gardens (Category A Listed; 1923-4; now the Discovery Centre and cinema), a major landmark which defines Rothesay as a seaside resort.



Figure 20: Top: view west from Albert Pier, Guildford Square marks a break in the seafront façade but the 4-storey block of Albert Place anchors the seafront at its eastern end. Below: view of Victoria Street looking west at Guildford Square illustrating the strong continuity of form.



The high status and importance of Rothesay's seafront is indicated in the number of listed buildings. The entire seafront block between Tower Street and Dean Hood Place is listed and includes the Victoria Hotel (Category B Listed; mid 19C; 1879), and St Paul's Episcopal Church (Category B Listed; 1854;1893).

The building height rises to 4-storeys to the east of Guildford Square; this important urban block is anchored by the former Royal Hotel (Category B Listed; c.1850) to the west and the Guildford Court Hotel (Category C(S) Listed) to the east.

A number of unlisted buildings contribute positively to the townscape value of Rothesay's seafront. Solid stone buildings with symmetrical facades, bay windows, decorative window surrounds and contrasting quoins all reflecting features that are typical of the Character Area.

The most prominent unlisted building is the former Cooperative Bakery set back behind East Princes Street, its unusual red brick facade picked out in white brick quoins and window surrounds. A number of other, smaller individual buildings are also of interest: the little glazed-brick building in the same style as the listed Weigh House; the former public convenience on Albert Quay with its early 20th century Moderne Style (fig 21).



Figure 21: Top: view of Victoria Street from Dean Hood Place, all the buildings are listed; Below: (left) view of Argyle Street, solid stone built tenements; (right) the former Co-op Bakery; (below) former public convenience Albert Quay.

### Linking Streets

The three principle elements that make up the basic urban form of the town centre (fig 16) are connected by a series of linking streets which form urban blocks. This informal urban grid of solid and void is reflective of the organic growth and phased development of the town. Architectural features such as the use of splayed corners, bays and turrets, are expertly handled creating movement and a sense of invitation. This is most effective at encouraging visual links between the seafront and the principle shopping street. The linking streets vary from some of the earliest routes (Store Lane, Watergate, Bishop Street) to the newer Dean Hood Place. The linking streets are described below from west to east.

### Gallowgate

Gallowgate connects the western end of Montague Street to the seafront and marks the western boundary of the Character Area. It probably indicates the line of the earlier seafront. The buildings are predominantly solid, symmetrical stone buildings; the earliest being 2-storeys high. The block at Montague Street has refined architectural detail and contributes to the coherence on the principle shopping street (fig 22). The lower scale creates an open and welcoming aspect to this public thoroughfare.

### Dean Hood Place

Dean Hood Place marks the route of the culverted Water of Fad (completed by 1863) and connects Montague Street to Victoria Street. There is less continuity in the built form with the section of low single storey development on its west side lacking definition. Its eastern side is distinguished by St Paul's Episcopal Church (1854; 1893), a landmark on the seafront, and the later Edwardian Church Hall is set back on the corner with Montague Street (fig 22).



Figure 22: Top: Gallowgate corner with Montague St, this 3-storey block continues the cohesive urban form; (left) an interesting bow front turns the corner with Victoria St; Centre: (left) Gallowgate the corner building bears a painted date 1780; (right) Dean Hood Place West, modern single storey infill is unsympathetic; Below: St Paul's Church hall bears a date stone 1834 earlier than the current building.

### Tower Street

A significant connection, Tower Street curves as it descends steeply from the raised ground of King Street to Montague Street and then continues to the seafront lining up directly with the entrance to the former Winter Gardens. There is considerable consistency in the scale and design of the lower section recognised by the group listing of all four corner buildings to Montague Street and Victoria Place (fig 19 & 23). There are some important historic shops at Nos 3 and 5, and at Nos 39-41 Victoria Street (Lennie, 2010). The section rising up towards the castle contrasts in its variety of building heights, the tall tenement marking the entrance to King Street.

### Watergate

This street forms part of Rothesay's medieval layout recorded on Roy's survey (fig 7). It has suffered a significant loss of buildings; the few remaining buildings are concentrated at the northern end of the block which projects onto Guildford Square. The Bute House Hotel (Category C(S) Listed; mid 19C) turns the corner of West Princes Street and stands prominent with a decorative roof line of half-dormered windows surmounted by pediments and finials. The curve of the street adds interest, moving south from the square, a 2-storey public house marks the corner of Store Lane, before progressing to Watergate's southern end formed by part of the former County Buildings.

### Store Lane

This L-plan lane links West Princes Street to Watergate and retains some historic qualities in its narrow form and low buildings. It was also part of the earliest development of the burgh and possibly lies on the original waterfront quay.



Figure 23: Top: Tower Street: (left) splayed corners at Victoria St; (right) looking south from Montague St; Centre: Tower Street curving and descending from the castle area; (centre) view of Watergate from Guildford Square; (right) view of Store Lane from Watergate; Below: (left) a low building in Store Lane; (right) 2-storey buildings at the foot of Watergate.

### West Princes Street

Associated with the development of the harbour this street now makes the connection between Guildford Square and the foot of Bishop Street and forms the rear of the seafront block of Albert Place. With the exception of an earlier low 2-storey inn, West Princes Street is defined by 4-storey tenements and substantial hotel premises. The high eaves line is punctuated along the street by tall chimney forestacks. The former Royal Hotel forms a 'book-end' at the street's eastern end, occupying the full depth of the urban block onto Bishop Street and returning onto Albert Place. The Guildford Court Hotel performs a similar function addressing Guildford Square, and on the southern side of West Princes Street the Bute House Hotel extends from Watergate to Shore Lane.

### Castle Street

This street formed part of the early burgh and may have been the location of the market in medieval times extending from the Castle to the Serpentine route (McLagan, 2002). It maintains a sense of civic enclosure (Walker, 2000) with two landmark buildings marking its extent: in the east the slender spire of Trinity Parish Church (Category B Listed; 1843-5), and in the west the dominating castellated roofline of the former County Buildings (Category B Listed; 1832-4). A number of early 19th century houses remain on the south side (Nos 8-22), their 2-storey height and continual eaves line creating a strong terraced frontage. At Nos. 7 and 9 (Category B Listed) refined architectural detail includes an Ionic porch and raised 3rd storey with pediment and obelisk (fig 24).



Figure 24: Top : (left) West Princes St view east from Guildford Square, note the prominent hotel buildings (left) Guildford Court Hotel and (right) Bute House Hotel; (right) Black Bull on West Princes Street; Centre: (left) Castle Street looking west from the junction with Bishop Street which is marked by the spire of Trinity Parish Church (right); Below: (left) 2-storey buildings on Castle St; (right) listed houses at Nos 7-9 with refinement, beyond the former County Buildings mark the corner with High Street.

### Bishop Street

Bishop Street was laid out in the gardens of the former 'Bishop's House' at the turn of the 18th century. A row of low single storey and attic terraced cottages date from this period and provide an important example of the expansion of the town. Their scale and simple design contrasts with the tall 4-storey Victorian and Edwardian tenements and the highly decorative Post Office (Category B Listed; 1895-7). Bishop Street rises from its junction with East Princes Street towards Castle Street offering an attractive view back downhill towards the ferry port.

### Bishops Terrace Brae

At the eastern edge of the Character Area this steeply rising and gently curving path is guarded by a grandly turreted splay and imposing 4-storey tenement. The cliff path offers good views of the town below and links the seafront to the grand villas of Bishops Terrace and the Serpentine.



Figure

25: Top: Bishop Street: (left) looking south a mixture of earlier single and 2-storey terraced cottages sit alongside tall tenements; (right) the decorative style of the Post Office; Centre: Bishop Street cottages are listed; (right) the bay dormers are a later Victorian addition but add interest and detail to this house; Below: (left) bay window turret on the corner of Bishops Terrace Brae; (right) early house on the Brae.

### Open Spaces

A further component in the pattern of the urban form is the role of open space, trees and landscaping. This includes the contribution made by both public and private green space; natural or cultivated elements; individual trees; and other landscaping. The principle open spaces are described below.

#### The Castle grounds

Rothesay Castle was formally partially enclosed by buildings (fig 7) and in the late 19th century the castle grounds and moat were reconstructed by the Marquess of Bute. Today the castle is enclosed by landscaped grounds with a deep water filled moat surrounded by manicured grass banks enhanced with trees and shrubs. This attractively landscaped area is enclosed by a stone boundary wall and cast iron railings.

#### The Esplanade and Beach

The Esplanade gardens were laid out in 1869-72 and retain much of their formal grandeur with well tended flower beds, palms trees and other ornamental trees. This expansive open space forms a buffer between sea and town; the gardens add distinction to the seafront buildings whilst providing a key recreational function. The seafront promenade is wide and bracing, defended by a system of walls, kerbs and changes of level (fig 29). The foreshore for the most part is rocky, although at the extreme north western edge of the Character Area there is a small beach (fig 26).



Figure 26: Top: Rothesay Castle (left) view of the landscaped lawns and (right) the entrance bridge crosses the moat; Centre: the Esplanade Gardens form an important and attractive buffer to the seafront buildings and retain formal planting and ornamental trees; Below: (right) a small area of beach lies at the western end of the Esplanade.

### Guildford Square

Guildford Square is the town's principle public space and is the first point of arrival by sea (fig 13 ref: GS). The space forms an important pause and extension to the seafront façade of buildings and draws the public into the heart of the town centre, connecting both Montague Street and the castle. Enlarged from its original form due to the loss of a full urban block the space functions as the principal transport interchange for the island with buses, taxis and parking zones.

The central pedestrian area of the square is raised. Bus shelters line the seafront footway while seats and young trees define the raised area and partially screen the car parking which is provided in the wide street on the southside of the square.

The space is enclosed to east and west by 'bookend' buildings: the Guildford Court Hotel and the Esplanade Hotel respectively. The south-side is a mixture of 2- to 4- storey buildings each side of a large gap site. Splayed corners to the end buildings lead the eye effectively beyond the square into the surrounding streets.

### High Street / Montague Street

Adjacent to Guildford Square is the landscaped corner where High Street meets Montague Street (fig 13 ref: HS). This space, once occupied by an urban block (fig 7), functions as an urban 'garden' with shrubberies and seating placed informally around the Thomson Memorial Fountain (relocated from the Esplanade). The space flows into Montague Street and High Street. This break in the urban form offers a view to the Castle from Guildford Square.



Figure 27: Top: Guildford Square: view on arrival from the Mid Pier; Centre: the square is the transport hub and the central area is raised to create a pedestrian space with trees and seats; (right) view across the foot of High Street towards the castle; Below: book-end buildings: (left) Esplanade Hotel and (right) Guildford Court Hotel.

### Bishop Street junction

This irregular shaped space is a pivotal intersection, located at the foot of Bishop Street (fig 13 ref:B). Some of Rothesay's most significant buildings address this space including the 'book-end' of the former Royal Hotel, the Golfer's Bar, the Post Office and Duncan Halls. The space is divided into two by safety barriers, providing an enclosed area for parking next to the shops in East Princes Street.

### The Market Cross

The position of the burgh's original market place is uncertain, the Market Cross (20C) now stands in a small open space where High Street meets Stuart Street (fig 13 ref:MC). The area has modern paving and some landscape trees, the space is shaped by the form of the road junction and the gable at No.3 Stuart Street.

### Other open spaces

Other contributions to open space are made by smaller 'accidental' public spaces such as that on King Street (next to the library), and on the corner of High Street/Castle Street. The tight urban grain of the Character Area is balanced by the private rear gardens and backcourts which play an important role in adding green open space and trees to the conservation area.

### Trees

In addition to the protection of trees in a conservation area, a Tree Preservation Order (TPO) can be placed on any individual tree within or outwith the conservation area. Established trees are an important element and play a key role in both the setting of the historic castle and by adding interest on the Esplanade. New trees such as those in Guildford Square offer the potential to form a buffer to parking and to soften this large urban space.



Figure 28 Top: the informal open space at the corner of High Street and Montague Street providing views to the castle; Below: (left) the Bishop Street junction; (right) the Market Cross with seat and trees.



**Public Realm**

In addition to the qualities provided by open space, the treatment of external surfaces, street furniture and lighting is important and contributes to the overall impression of the built environment of the Character Area.

Few original stone surfaces survive, but examples can be found such as the granite setts in East Princes Street and on the slipways. Natural stone surfaces have been successfully reintroduced in a number of locations including at the Inner Harbour and in Montague Street. The principle shopping street has been the subject of traffic calming, and the new natural stone setts and flagstones enhancing the streetscape (fig 29).

In other areas, modern paved finishes and tarmacadam lack the quality and detail of these traditional and natural finishes.

Street furniture is also a combination of traditional and modern. Traditional decorative lamp standards line the Esplanade with decorative town shields adding vital character in comparison to the more functional modern handrails and bollards. The Victoria Hotel retains its original cast iron standard lamps at its entrance (fig 29).

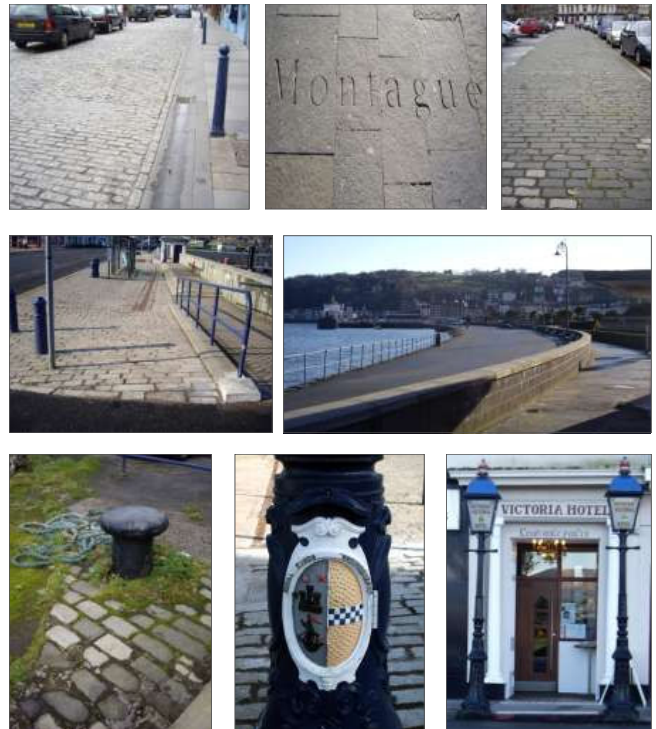


Figure 29: Top (left to right): new natural stone setts and flagstones in Montague Street; setts in East Princes Street; Centre: new floorspace at the Inner Harbour; the tarmacadam finish to the Promenade, concrete retaining walls and functional handrails; Below: Albert Pier capstan & setts; Rothesay's crest on a traditional lamp standard; decorative lamps at the Victoria Hotel.

### 3.3 Building analysis

#### Function and Type

Much of the character and appearance of an area and its buildings is generated by their function or use. As a typical 'town centre' the Character Area comprises of a mixture of commercial, residential, leisure and public facilities. Rothesay's secondary function as a holiday resort also impacts on its architecture in particular the number of significant hotels on the seafront.

Building types vary from single storey terraced houses to 5-storey hotels, and one-off structures such as the Winter Gardens. Mixed use flatted properties predominate with retail or service premises on street level and residential above. Large hotels have followed this pattern often with a bar and shops at street level.

In Bishop Street, Castle Street and Castlehill Street residential character predominates with few commercial premises at street level. Most public and administrative buildings are centred around the castle. In some instances buildings have changed from their original use, such as the Council Buildings, converted to residential flats.



Figure 30: Top: mixed use flatted buildings are typical of the Character Area, such as the tenements on High Street with residential accommodation above and a mixture of retail uses at street level; (right) hotels follow this pattern, the Victoria Hotel has its entrance and shops at street level. Centre: (left) sole residential use for example a flatted house in Stuart Street and tenements in Bishop Street; Below: the former County Buildings being converted to residential use.

### Scale

Building scale, its height and breadth and their relationship, has a fundamental influence of the townscape. Scale often reflects the building period. The earliest remaining buildings are 2-storey, a significant majority of the early 19th century development is 3-storey, and Victorian and Edwardian properties can rise to an imposing 5- or more storeys. With the exception of Rothesay Castle (13C) and the Stuart's Townhouse (17C) the earliest buildings in the Character Area date to the 18th century. Fewer earlier buildings remain, but examples can be found particularly at the periphery of the Character Area on Bishop Street and Castle Street, Store Lane and Watergate, and to the west on Gallowgate. These lower scale buildings provide streets with an open aspect. Development in the 19th century of the commercial area and seafront is dominated by buildings of 3- or 4-storeys, often with dormered attics (some original and others later additions). On the seafront, this tall uniform storey height gives strength to the seafront facade and creates an imposing backdrop to the open bay, their height also appreciated from a distance. Behind the seafront, in the narrower streets, this building scale presents an imposing appearance forming a protective enclosure to West Princes Street and Montague Street.

Historically in towns building widths would have derived from the medieval burgh plots, the long and narrow strips of land owned by the burgesses. Little of this pattern remains; many buildings from the later expansion of the town onto reclaimed land would have been set out on 19th century standards and individual feu plots. As a result the width of frontages varies, with a few being as narrow as 2-bays, but most tending to be 4 or 5-bays. This variety of width articulates the horizontality of the seafront and returns a verticality which is traditional in Scottish architecture. This is emphasised by vertically proportioned window patterns.

Building scale is most successful where it considers its relationship with neighbouring buildings and its contribution to streetscape as a whole. In some instances this will require consideration of the hierarchy of function and detail, for example on East Princes Street the later tenement vies for importance with the Duncan Halls (fig 31). In other instances the continuation of a singular eaves line strengthens plainer buildings creating a greater whole.



*Figure 31: East Princes Street: a prominent seafront block comprising large scale buildings. The grandeur of the Duncan Halls (centre) dominate the simpler 4-storey tenements to the right; whilst the later Lady Mary Mansions (c1905) rises to 5-storeys and vies for stature with the Halls.*

### Architectural Detail

Architectural detail reflects both a building's function and the period of its construction. Rothesay displays a rich variety of architectural detail from the modest Classical detailing which predominated into the middle of the 19th century (late Georgian and early Victorian period), through the more elaborate late Victorian era and into the 20th century Art Nouveau and Moderne periods.

#### Georgian details

The first modern expansion of the town occurred is characterised by Classical restraint and refinement: raised stone surrounds, projecting lintels and cills, banding courses and cornices, elaborate what are otherwise plain buildings. Good examples of this period can be seen in Castle Street where houses display tripartite windows and columned door pieces (fig 32), and Tower Street (fig 19 & 23) which is a good example of the frequently used splayed corner detail. Despite the strong horizontal continuity of eaves lines, windows are always vertical in proportion often with the both sashes divided into six panes. Wallhead forestacks, sometimes dated and often quite decorative, feature on a number of buildings. Dormers were not typical of this period but many feature as a Victorian or later addition.

#### Victorian details

From the mid-19th century the architectural vocabulary is expanded and more elaborately detailed buildings appear. Good examples are the Victoria Hotel and Duncan Halls, with French-style pavilion roofs and the Flemish flare of the Post Office (fig 25). Decorative ironwork is used for brattishing and balconies. Windows continue the tradition of vertically hung timber sash and case, but the bay window and dormer window is introduced which strongly articulate building façades and roofscape.



Figure 32: Top: Georgian refinement in the Ionic porch in Castle Street; (right) bay dormers are a strong feature of the Victorian era; Centre Victorian flamboyancy: French Pavilion Roofs: (left) Victoria Hotel; (right) the Duncan Halls; Below: Classic refinement displayed on a carved chimney head in High Street; (right) decorative Art Nouveau iron work on the Winter Gardens,

### Historic Shops

One of the Character Area's prime functions over the centuries has been as a commercial centre. From the time of its expansion into Montague Street this activity has created shops primarily at street level which contribute greatly to the character, appearance and vitality of the town centre.

A Historic Shop Appraisal (Lennie, 2010) found that Rothesay retains a significant number of historic retail buildings. The style and materials of surviving examples reflect the town's economic and architectural history dating back to the late 19th century with two notable periods of expansion represented: the late 19th century and the 1930s. The historic shops contribute to the Character Area in a number of specific ways:

- some fine shop interiors;
- use of historically fashionable materials e.g. chrome and Vitrolite;
- use of glazed brick tiles on many shopfronts;
- use of mosaics (particularly good examples at 3 & 5 Tower Street and 39 Victoria Street);
- use of bookend console brackets: heavy decorative timber brackets from late 19th century;

There are many other small individual details in historic shop fronts which contribute to the variety of the streetscape including stained glass, curved glass and ironwork used for a number of purposes in particular decorative grilles and shop front pilasters.

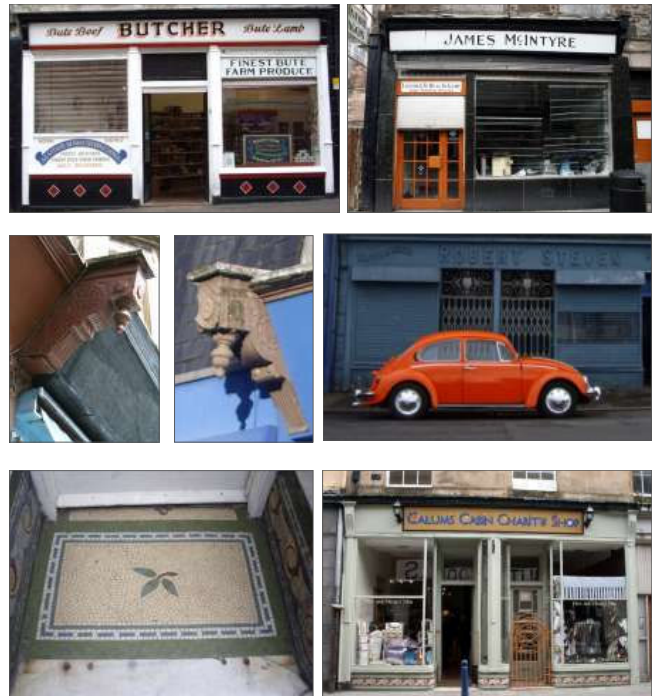


Figure 33: Top: (left) No 1 Bishop Street has good ironwork details; (right) No 74 Montague Street displays 1930s chrome blind box and vent grille; Centre: console brackets typical of the late 19C in timber or stone; (right) decorative ironwork security gates; Below: Nos 3 & 5 Tower Street is a good example of matching mosaic tiled lobbies and stallrisers.

### Building Materials

The buildings of the Character Area are predominantly of traditional masonry wall construction with pitched slate roofs. Earlier buildings display rubble stone work construction, often designed to be lime harled or rendered and limewashed (now often exposed). Later buildings are generally built of regularly coursed dressed ashlar.

A variety of building stone is displayed throughout the town centre: grey and buff sandstones predominate, but there are a number of red sandstones on later Edwardian buildings; dark grey whinstone also appears exposed in rubble walls. Earlier buildings tend to have their window surrounds and quoins picked out in a contrasting stone.

Whilst a number of Georgian buildings have lost their render finish others, especially on the seafront, have been rendered and painted in light colours. Later Victorian buildings have been painted, which is unlikely to have been the original intention.

Other traditional materials contribute to this palette which provides quality and detail to the buildings: Scottish slate, timber windows and shopfronts, clay chimney cans, leadwork, cast iron rainwater goods, decorative ironwork, brick (rear elevations), tile (shopfronts). Many modern materials which are not appropriate for use on traditional buildings have been introduced and will be discussed in Section 4.

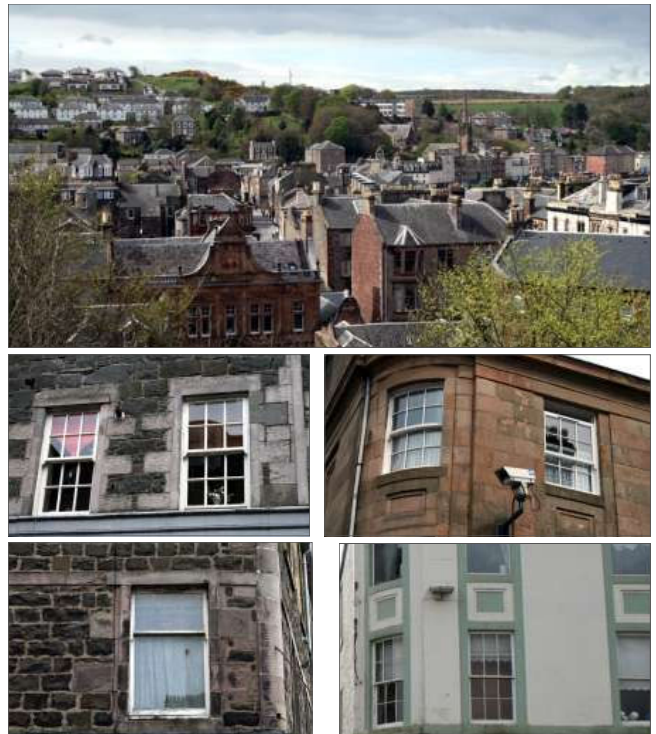


Figure 34: Top: a view over the town illustrates the predominance of traditional pitched and slated roofs; the variety of stone colour intermingles with lightly coloured painted facades; Centre & Below: (left) stonework with contrasting use of sandstones & whinstone with dressed window surrounds and corner quoins, these may have originally been lime rendered; (right) others have finer dressed sandstone which with no margins was not designed for render. Some of these buildings have now been painted.

## SECTION 4

### CONSERVATION AREA MANAGEMENT

*The conservation area appraisal is a tool for the future management of the area. Having set out the special character and appearance of the Character Area, this section addresses the extent of loss, intrusion or damage to the Character Area.*

*These 'Negative Features' can take a number of forms and range from issues such as gap sites and derelict buildings to inappropriate change and poor street furniture. Any feature which creates vulnerability to the area's special character and/or offers opportunities for change or enhancement is considered.*

#### 4.1 Negative Features

Rothesay is undoubtedly a very special place. However there are a number of negative features in the Town Centre Character Area that detract from its special significance. Some negative features arise at least in part from external factors: the extreme maritime climate; decline as a significant holiday destination; resultant low levels of investment; and declining population. Others features arise as a result of direct public and private intervention regarding the management of the town and more specifically the conservation area. Small changes can have a significant negative impact upon the appearance of a historic town; their cumulative effect can threaten the special qualities of an area.

This section deals primarily with the physical issues of the built environment, but function and activity also play a key role in the success of the town and the character and vitality of the conservation area. Improvements in the built environment can have a significant positive impact on these broader issues.

Buildings which have significant threats to their survival are recorded nationally on the Buildings at Risk Register by the Scottish Civic Trust.

In the Town Centre Character Area these are:

- 14 Bishop Street
- Former Co-op Bakery
- Former Royal Hotel, Albert Place

Recent review (PDA, 2009) has also highlighted:

- 11-13 Montague Street

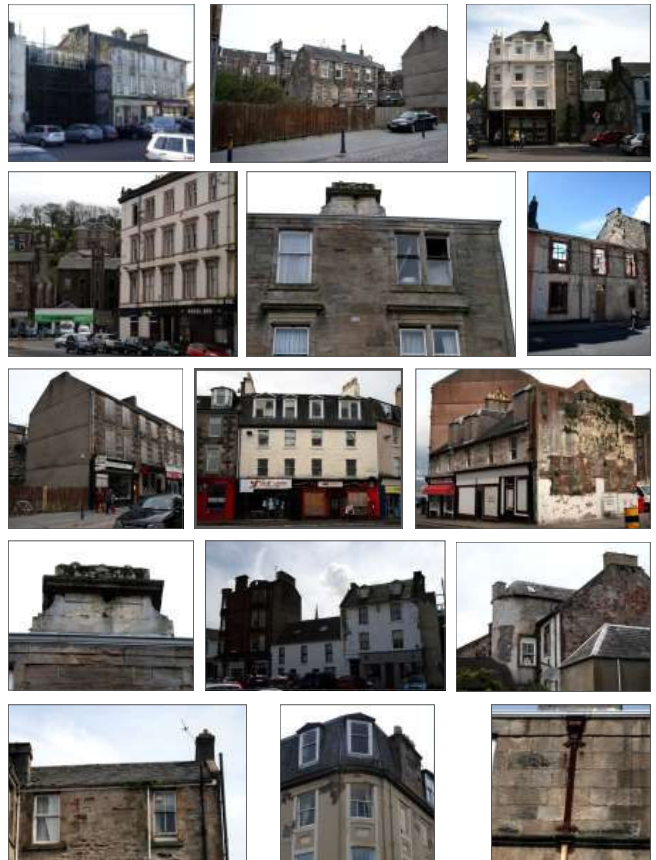
In addition to the Buildings at Risk, the following negative features have been identified:

- **Gap sites:** building loss through demolition; lack of redevelopment
- **Dereliction:** severely neglected buildings incapable of reuse in their current form; threat of demolition
- **Vacancy and Under-use:** capable of reuse but lying empty or untenanted; or partly or poorly used
- **Need for repair:** through poor maintenance; age of components
- **Lack of maintenance:** neglect; multiple occupancy; safe access to repair; lack of skilled craftsmen on the island
- **Inappropriate repair:** modern materials or poorly executed repairs which may lead to further fabric damage and loss of character
- **Small damaging changes:** loss of architectural character through incremental changes to doors, windows, dormers, shop fronts
- **Inappropriate change-scale:** redevelopment which does not respond sympathetically to its townscape context
- **Connectivity:** where the ease of movement though the area is impaired
- **Public Realm:** issues relating to the design and management of public spaces large and small
- **Street Furniture:** issues affecting to the detail of the public realm private and public

These threats to the special qualities of the Town Centre Character Area are described in more detail in the following tables (note images are referenced L: left; C: centre and R: right).



Negative Feature	Area of Character Area affected
Gap sites	All areas. In particular Guildford Square (L); Montague Street (C) including rear of large-scale re-development in Victoria Street; Watergate (R) multiple sites; Bishop Street (to rear of East Princes St).
Dereliction	All areas. The seafront: the former Co-op bakery (L); former Albert Hotel (L); Argyle Street (C); Linking streets: Gallowgate, Bishop Street (R), West Princes Street. <i>(Note: Queen Street, close to the castle in the Industrial Character Area is completely derelict).</i>
Vacancy & Under-use	Castle Area: Former Stuarts' House; Seafront: Former Albert Hotel; Victoria Street shops. Principal shopping street: upper floors (L). Linking streets: Gallowgate (C), Watergate, Bishop Street (R) and West Princes St all have empty shops and flats.
Need for repair	All areas: age of buildings (generally 100years+) original fabric in need of substantial renewal/repair e.g. stonework, and lime mortar pointing; slate roofs, leadwork, chimneys. In particular, Guildford Square (R); Albert Place; West Princes St; Duncan Halls; Guildford Court Hotel.
Lack of maintenance	All areas. In particular, the seafront and linking streets. Problems include all high level repairs (blocked gutters, missing slates, dormer windows); masonry decay, painting of external woodwork, peeling paintwork on facades.



Negative Feature	Area of Character Area affected
Inappropriate repair	All areas. Particularly painting of facades in modern paints leading to failure and masonry decay. Resin & cement based stone repairs typically leading to extended failure of stonework; plastic rainwater goods, poor quality slate.
Damaging small changes: windows	All areas (Castle Area less so) Loss of original timber sash & case windows and inappropriate replacement in a variety of design, operational methods and material (uPVC, aluminium) heavy detailing, trickle vents.
Damaging small changes: shops	All areas. In particular along seafront where impact is most obvious. Over-large and dominate coloured house styles; concealment of good historic details. Unsympathetic modern shopfronts.
Inappropriate change: scale	A number of 20th century developments have not responded well to the scale of neighbouring property or the streetscape requirements. In particular the Co-op, East Princes St; Superdrug (L) and Bank of Scotland in Montague Street, and buildings in Dean Hood Place (C); new ticket office West Pier; Job Centre, King Street (R).



Negative Feature	Area of Character Area affected
Connectivity	<p>Guildford Square: general improvements to connect between Montague Street and Albert Place (L).</p> <p>Seafront: flood defence works present a visual and physical barrier between the shore and the town (C).</p> <p>Foot of High St/Montague St: further opportunity to create more physical permeability and visual connectivity.</p> <p>Foot of Bishop Street: improved pedestrian connectivity required (R).</p>
Public Realm	<p>Seafront: the muster area for the ferry is vast and intrusive.</p> <p>Maintenance: special surfaces (original and new) are not properly maintained, and care has not been taken in the repair of surfaces in correct materials; in particular Albert Quay; Montague Street (L).</p> <p>Some areas have a mix of materials e.g. Albert Place (R).</p> <p>Landscape improvements would benefit key open spaces: Guildford Square; the Market Cross; foot of High Street; Bishop Street junction.</p>
Street Furniture etc	<p>Seafront: improvement required to the welcome sign on Mid Pier; bus shelters require maintenance.</p> <p>All areas: surveillance cameras; satellite dishes, alarm boxes etc; often poorly positioned in particular on listed buildings and prominent corners.</p> <p>Safety measures: barbed wire around the castle, and a nearby pub, is not only a physical and visual barrier but it is also dangerous.</p>



#### 4.2 Management & Review

The Conservation Area Appraisal is a tool to inform and guide the future management of the area. Following on from this appraisal a [Management Plan](#) for the Rothesay Town Centre Character Area has been drafted; this document proposes aims, objectives and activities to protect and enhance the area and tackle the negative features outlined above.

PAN 71: Conservation Area Management (2005) recommends consideration should be given as to how to “*put in place appropriate monitoring indicators and agree a mechanism for review*”. This review and monitoring framework should be agreed in conjunction with the Management Plan review and monitoring process. This is fundamental to assessing the progress of the Management Plan and its impact on the Character Area. Regular review of the Character Area should refresh management priorities and seek to identify new opportunities for enhancement. Justification for designation and validation of boundaries should also be reviewed on a regular basis.

The first review of the Management Plan is suggested to follow shortly after the appointment of the Management Plan Steering Group, thereafter the Management Plan should be reviewed annually at the Management Plan Steering Group AGM. The local community should be consulted during the review process.

## BIBLIOGRAPHY

Barrow G.W.S. (1976): *Robert Bruce and the Community of the Realm of Scotland*, Edinburgh University Press.

Campbell Paterson, R. (2001): *No Tragic Story: The Fall of the House of Campbell*, John Donald (an imprint of Birlinn Ltd.).

Edwards B. (1986): *Scottish Seaside Towns*, London: BBC.

Gourley, R. & Turner, A. (1978): *Historic Rothesay, the Archaeological Implications for Development*, University of Glasgow.

Heritage Lottery Fund (2009): *Townscape Heritage Initiative: Second Round Help Notes*, Dec. 2009.

Heritage Lottery Fund (2009) *Townscape Heritage Initiative: Guidance Notes*, Dec. 2009.

Orr, A.M. (1955?): *Rothesay Public School 1655-1955*, printed by Robert C. Ross, Rothesay.

Planning Advice Note 71 (PAN 71).(2005): *Conservation Area Management*.

McLagan I. & Speirs A. (2002): *Bute: An Island History*, Bute Natural History Society, Bute Museum, Rothesay.

Marshall D. N. (1992): *History of Bute*, Bute Print.

Paterson, A.J.S. (2001): *The Victorian Summer of the Clyde Steamers 1864-1888*, John Donald (an imprint of Birlinn Ltd.).

Rathmell Archaeology Ltd (2008): *Rothesay Council Buildings, Isle of Bute*, Archaeological Excavation Data Structure Report by Matthews, A., Paton, K. & Williamson, C., 19th December 2008.

Scottish Planning Policy SPP23: *Planning & the Historic Environment*, Scottish Government, October 2008.

Walker, F.A. (2000): *The Buildings of Scotland Argyll and Bute*, London: Penguin Books Ltd.

### Unpublished reports

Argyll & Bute Council (2010): *Rothesay Conservation Area: Town Centre Management Plan*, draft report 2009.

Argyll & Bute Council (2010): *Rothesay THI Action Plan*

Douglas Wheeler Associates Ltd (2009): *Rothesay Townscape Heritage Initiative: Phase 2 Section 4: Action Plan*

Lennie, L (2010): *Historic Shop Appraisal for Rothesay Townscape Heritage Initiative*, draft report Feb 2010.

Peter Drummond Architect Ltd (2009): *Rothesay Townscape Heritage Initiative: Interim Report: Strategic Analysis* (Revise Draft Dec. 2009)  
Contact the THI Project Officer for further information on the above reports.

### Map Sources

Mercator, Blaeu and Roy copyright National Library of Scotland available online at <http://www.nls.uk/collections/maps/index.html>

Wood's Map (1825): Caledonian Maps, Kyle of Lochalsh IV40 8DJ.

All Ordnance Survey Map material is reproduced with the permission of Ordnance Survey on behalf of the Controller of Her Majesty's Stationary Office (c) Crown copyright. Unauthorised reproduction infringes Crown copyright and may lead to prosecution or civil proceedings. Argyll and Bute Council, License Number 100023368, 2008.

Picture postcards are reproduced courtesy of the Argyll and Bute Council Library Service.

### Web Resources

Argyll & Bute Council: [www.argyll-bute.gov.uk](http://www.argyll-bute.gov.uk)

Bute: [www.isle-of-bute.com](http://www.isle-of-bute.com); [www.bestofbute.co.uk](http://www.bestofbute.co.uk); [www.isle-of-bute.org.uk](http://www.isle-of-bute.org.uk)

Archaeological information: West of Scotland Archaeology Service (WoSAS) <http://gis.south-ayrshire.gov.uk/wosas/Default.aspx>

Listed Building information:

<http://www.historic-scotland.gov.uk/index/historicandlistedbuildings.htm>

Listed Buildings are defined as "Buildings of Special Architectural or Historic Interest" as designated by Historic Scotland on behalf of the Scottish Government. Each Listed Building has a building report with supplementary information which is available online.

GROS (2008): General Register Office for Scotland: [www.gro-scotland.gov.uk](http://www.gro-scotland.gov.uk)

## APPENDIX A: MAPS

1. Rothesay Conservation Area indicating Character Areas
2. Rothesay Town Centre Character Area
3. Rothesay Town Centre Character Area indicating Listed buildings
4. Wood (1825)
5. 1st Edition Ordnance Survey (1862-3)
6. 2nd Edition Ordnance Survey (1898-1904)

Note all maps marked © Crown are reproduced for information only with permission of Ordnance Survey on behalf of the Controller of HMSO, under license from Argyll & Bute Council Ref 100023368, 2008. Unauthorised reproduction infringes Crown copy right and may lead to prosecution or civil proceedings.

Wood (1825) copyright Caledonian Maps, Kyle of Lochalsh.  
No unauthorised reproduction.



© Crown

MAP 1: ROTHESAY CONSERVATION AREA SHOWING CHARACTER AREAS



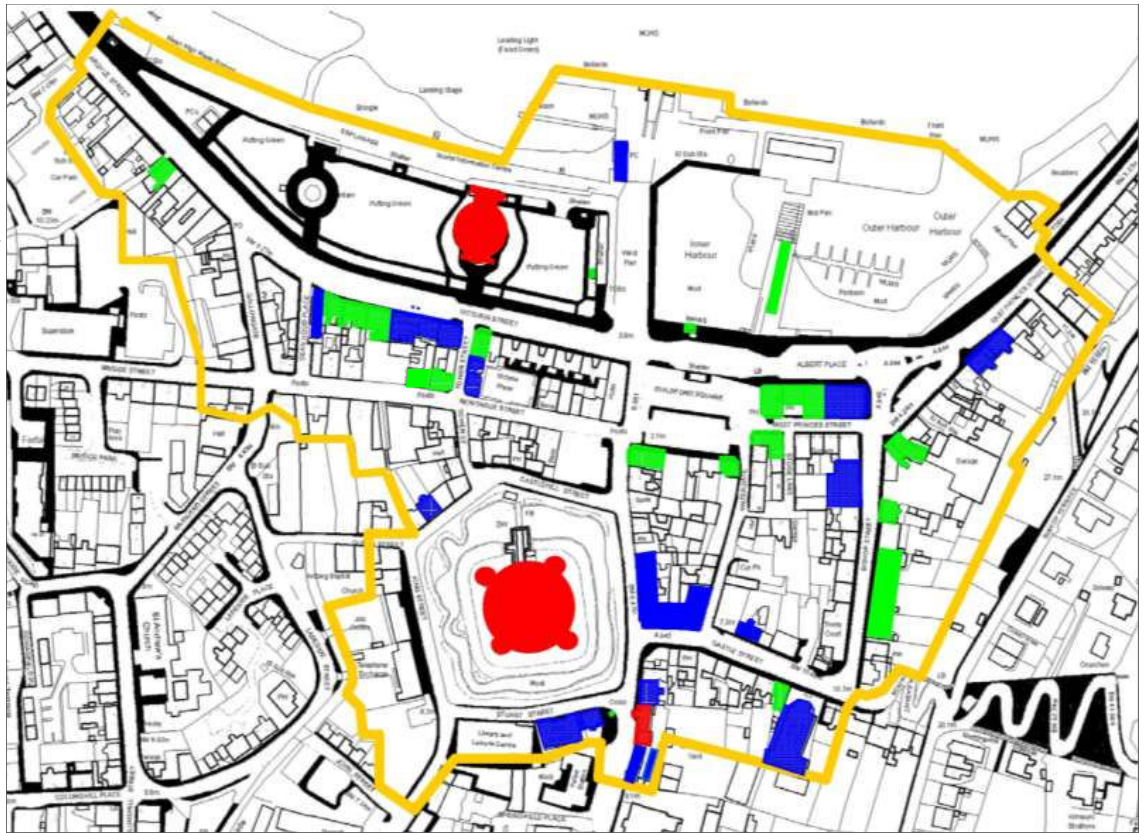
© Crown

MAP 2: ROTHESAY TOWN CENTRE CHARACTER AREA



**KEY**

- Category A
- Category B
- Category C(S)
- Character Area boundary



© Crown

MAP 3: ROTHERSEY TOWN CENTRE CHARACTER AREA INDICATING LISTED BUILDINGS



© Caledonian Maps

MAP 4: WOOD'S MAP 1825

## APPENDIX B: LISTED BUILDINGS

Listed buildings are designated under the Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 for their '*special architectural or historic interest*'.

Listed Buildings in the Character Area are detailed below abstracted from the list held by Historic Scotland (2010). Each listed building is given a Category which briefly indicate:

Category A: National Importance

Category B: Regional Importance

Category C(S): Local importance

The legislation applies to all listed buildings independent of their category. Designation can change, buildings may be added or removed from the list, and categories may be reassessed from time to time. Supplementary information on each building is available from Historic Scotland website:

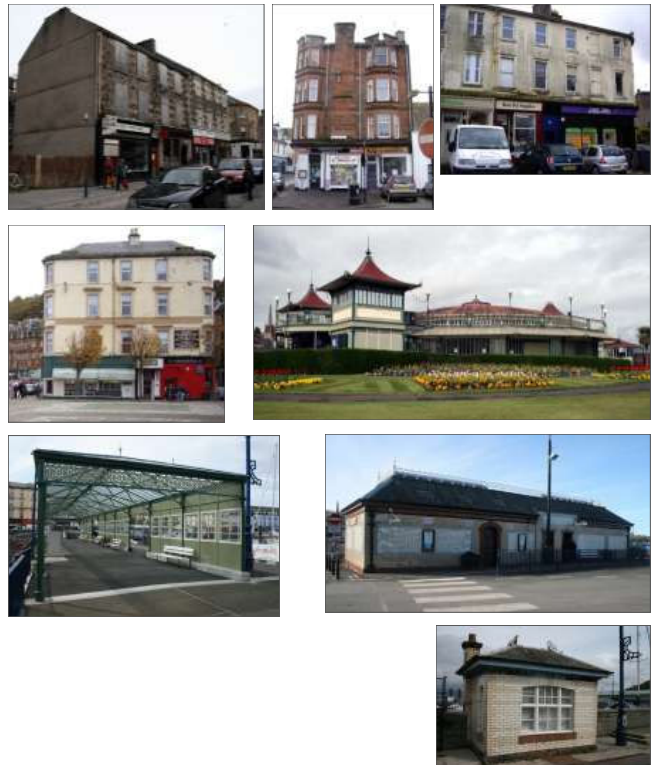
<http://www.historic-scotland.gov.uk/index/historicandlistedbuildings.htm>

<b>CASTLE AREA</b>	
Listed Building	Category
<b>CASTLEHILL STREET</b>	
Rothesay Castle and Chapel	A
<b>KING STREET</b>	
No. 4 King Street	B
<b>HIGH STREET</b>	
Market Cross	C(S)
Nos. 51 & 53 High Street	B
Nos. 55, 57 & 59 Bute Estate Office (including outbuilding) <i>Former Stuarts' Townhouse</i>	A
Nos. 61, 65 (outbuilding at rear) & 67 High Street	B
<b>STUART STREET</b>	
No. 3 Stuart Street	B
Bute Museum, Stuart Street	B
<b>CASTLE STREET</b>	
Nos. 7 & 9 Castle Street	B
Trinity Church (including church hall, boundary wall, gatepiers, lamps & railings)	B
No. 26 Castle Street (Church Hall)	C(S)
County Hall	B



Top: (left) No.4 King Street; (centre) the Bute Museum and No.3 Stuart Street beyond; bottom: Nos 7 & 9 Castle Street with the former County Buildings beyond; (right): No 55,57,59 High St: the former Stuart's Townhouse with Market Cross in the foreground; (below): Trinity Church and Church Hall.

<b>PRINCIPLE SHOPPING AREA</b>	
<b>MONTAGUE STREET (WEST)</b>	<b>Category</b>
Nos. 60 & 62 Montague Street. Corner with Nos. 3, 5 & 7 Tower Street. Group B listing with No. 37, 39 & 41 Victoria St and 64-74 (evens) Montague St.	B
Nos. 64, 66 & 68 Montague Street. Corner of Tower St. Group B listing with No. 37, 39 & 41 Victoria St and 60, 62 Montague Street.	C(S)
Nos. 70, 72 & 74 Montague Street	C(S)
<b>MONTAGUE STREET (EAST) AT GUILDFORD SQUARE:</b>	
Nos. 1, 3 & 5 Montague Street. Corner with Watergate	C(S)
Nos. 21, 23 & 25 Montague Street. Corner of High Street	C(S)
<b>WATERGATE</b>	
Nos. 1, 3 & 5 Watergate: Guildford Court Hotel As 12-15 Albert Place	C(S)
<b>SEAFRONT AREA: ESPLANADE GARDENS &amp; HARBOUR</b>	
<b>ESPLANADE</b>	<b>Category</b>
The Winter Gardens	A
<b>HARBOUR</b>	
Cabbie's Shelter, West Pier	C(S)
Public Convenience, West Pier	B
Former Weighing House & Weigh Bridge, Inner Harbour	C(S)



All left to right: Top: Montague Street: Nos. 74-64; Nos 1,3 & 5 on the corner with Watergate; Nos 21,23 & 25 at High Street; Centre: Guildford Court Hotel; Winter Gardens; Below: Cabbies' Shelter; public conveniences; Weigh House.

<b>SEAFRONT AREA: FAÇADE</b>	
<b>EAST PRINCES STREET</b>	<b>Category</b>
Nos. 1-3 East Princes Street: Albert Mansions /Golfers Bar Corner with Bishop Street	C(S)
Nos. 21-25 East Princes Street: Duncan Halls	B
<b>ALBERT PLACE</b>	
Nos. 1-6 Albert Place: Royal Hotel. Corners of Bishop Street & West Princes Street; Group B listing with 7-15 Albert Place.	B
Nos. 7-11 Albert Place. Rear to West Princes Street; Group B listed with 1-6 & 12-15 Albert Place.	C(S)
Nos. 12-15 Albert Place: Guildford Court Hotel East side of Guildford Square, 1,3 & 5 Watergate, rear to West Princes Street; Group B listed with 1-11 Albert Place.	C(S)
<b>VICTORIA STREET</b>	
No. 37 Victoria Street. Corner with Tower Street; Group B listing with 39 & 41 Victoria St and 60 & 62; and 64-74 (evens) Montague St.	C(S)
Nos. 39 & 41 Victoria Street. Corner with Tower Street; Group B listing with 37 Victoria St and 60 & 62; and 64-74 (evens) Montague St.	C(S)
Nos. 43 & 45 : Victoria Hotel	B
Nos. 63, 65 & 67 Victoria Street	C(S)
Nos. 69 & 71 Victoria Street	C(S)
No. 73 Victoria Street	C(S)
St Paul's Episcopal Church (corner with Dean Hood Street)	B
<b>ARGYLE STREET</b>	
Nos. 7, 8 & 9 Argyle Street	C(S)



All left to right: Top: Duncan Halls; Albert Place Group; Centre: 37 and 39-41 Victoria Place; Victoria Hotel and decorative lamp; Below: Victoria Street block including Nos 63-73 and St Paul's Episcopal Church; 7-9 Argyle Street.

<b>SEAFRONT AREA: LINKING STREETS</b>	
<b>DEAN HOOD PLACE</b>	<b>Category</b>
As Victoria Street: St Paul's Episcopal Church	B
<b>TOWER STREET</b>	
3, 5 & 7 Tower Street. Corner with Nos. 60 & 62 Montague Street; Group B listing with 37, 39 & 41 Victoria St and 64-74 (evens) Montague St.	B
Corner with Nos. 64, 66 & 68 Montague Street. Group B listing with 37, 39 & 41 Victoria St and 60 & 62 Montague St.	C(S)
Corner with No. 37 Victoria Street. Group B listing with 39 & 41 Victoria St and 60 & 62, 64-74 (evens) Montague St.	C(S)
Corner with Nos. 39 & 41 Victoria Street. Group B listing with 37 Victoria St and 60 & 62, 64-74 (evens) Montague St.	C(S)
<b>WEST PRINCES STREET</b>	
Nos. 2, 4, 6 & 8 West Princes Street: Bute House Hotel. Corner with Watergate and Shore Lane.	C(S)
As 1-6 Albert Place: former Royal Hotel	B
Rear of Nos 11-13 Albert Place	C(S)
Corner with 12-15 Albert Place: Guildford Court Hotel and 1,3 & 5 Watergate.	C(S)
<b>BISHOP STREET</b>	
Nos. 13 & 15 Bishop Street	C(S)
Nos. 19-27 (odds) Bishop Street	C(S)
Nos. 10 & 12 Bishop Street: former Post Office	B



All left to right: Top: 64, 66 & 68 Montague Street / Tower Street corner; Nos 1,3 & 5 Tower St/ 60, 62 Montague Street; Centre: Bute House Hotel; former Post Office, Bishop Street; Below: Nos 13,15 Bishop Street; cottages at Nos 19-27 Bishop Street.

This page is intentionally left blank



## *Rothesay Conservation Area*



## *Town Centre Character Area Management Plan*

**CONTENTS**

1.0 INTRODUCTION .....2  
 1.1 Rothesay Town Centre Character Area .....2  
 1.2 Role of the Conservation Area .....2  
 1.3 Rothesay Townscape Heritage Initiative .....2  
 1.4 Purpose of the Management Plan.....2  
 1.5 Consultation.....3  
 1.6 Status of the Management Plan.....3  
 1.7 Publication.....3  
 1.8 The Management Plan Steering Group.....3  
 1.9 Monitoring and Review .....5  
 2.0 STATEMENT OF SIGNIFICANCE .....6  
 3.0 THE NEED FOR ACTION .....7  
 3.1 Decline in Seaside Resorts and Town Centres .....7  
 3.2 Neglect and Decay.....7  
 3.3 Incremental damaging changes .....8  
 3.4 Place Management .....9  
 4.0 AIMS AND OBJECTIVES OF THE PLAN .....10  
 4.1 AIM A: Boost Confidence .....10  
 4.2 AIM B: Reverse the Decline .....11  
 4.3 AIM C: Mend the Damage.....11  
 5.0 THE ACTION PLAN .....13  
 5.1 Prioritisation .....13  
 5.2 Proposed Outcomes .....13  
 5.3 Delivery of outcomes .....14  
 5.4 Evaluation .....14  
 5.5 Budgets .....14  
 SOURCES .....27  
 Web Resources .....27  
 APPENDIX: MAPS.....28

**Abbreviations and Definitions**

CHORD: The CHORD project part of Argyll and Bute Council’s Corporate Plan, under the heading of ‘Vibrant Communities’ (ref: ABC08). The acronym for the Town Centres and Waterfronts Project is derived from the towns involved: Campbeltown, Helensburgh, Oban, Rothesay and Dunoon.

HLF: The Heritage Lottery Fund uses money raised through the National Lottery, to sustain and transform a wide range of heritage for present and future generations to take part in, learn from and enjoy.

THI: Townscape Heritage Initiative, a heritage –led regeneration programme supported by the National Lottery Fund which offers funding for repair and redevelopment of the historic environment as well as education and training in conservation areas. Partnership funding is required.

Special Qualities: The term “special qualities” covers all those aspects of the area’s built form (its spaces and street pattern, as well as its buildings) that have evolved over the centuries and make the place worthy of protection and improvement.

Stakeholders: The term “stakeholders” in this document refers to anyone who has an interest in the town centre. It covers a wide range of people, from individual members of the local community, through to loose groupings of like-minded people, to formal bodies and organisations both local and external. This term also includes the various, often disparate, sections and departments of the local authority.

## 1.0 INTRODUCTION

### 1.1 Rothesay Town Centre Character Area

Rothesay Town Centre Character Area is one of nine Character Areas forming the expansive Rothesay Conservation Area which runs along the east coast of the Isle of Bute from Port Bannatyne to Ascog (Appendix: Map 1 & 2). Each character area has its own special architectural and historic interest which should be managed individually to improve decision-making and reinforce local identity.

### 1.2 Role of the Conservation Area

The Planning (Listed Buildings and Conservation Areas) (Scotland) Act 1997 states that conservation areas are areas of special architectural or historic interest, the character or appearance of which it is desirable to preserve or enhance. Local authorities have a duty to identify and designate such areas.

The special character and appearance of the Rothesay Town Centre Character Area is set out in its Character Appraisal and summarised in the Statement of Significance (Section 2.0).

Planning Advice Note 71: Conservation Area Management (PAN 71) outlines the important role conservation areas can play in economic and community regeneration and environmental enhancement. Careful and proactive management of these areas will ensure their character and appearance is safeguarded and enhanced for future generations. The Conservation Area Appraisal and Management Plan are key documents in managing change.

### 1.3 Rothesay Townscape Heritage Initiative

A Townscape Heritage Initiative (THI) for Rothesay is being developed that would be funded principally by the Heritage Lottery Fund (HLF) and Argyll and Bute Council. This Management Plan will serve to support and direct the THI (proposed 2010-2015) and will ensure that the investment and legacy of such a scheme will be managed and maintained over the longer term.

### 1.4 Purpose of the Management Plan

This document is not intended to make firm proposals, but sets the agenda for formal discussions and decisions to be made once the Management Plan Steering Group is in place and funding is secured. The aim of this document is to:

- identify stakeholders to take forward the Management Plan
- consider the negative factors and threats to the special conservation value of Rothesay Town Centre;
- develop an Action Plan to counter those threats and will:
  - prioritise activities;
  - set out the desired outcomes;
  - identify measurable outputs to evaluate progress.

Management of a conservation area will be of particular relevance to the planning authority. However, effective management requires support and input from other stakeholders, including those who may have only limited contact with the area. The purpose of a Conservation Area Management Plan is to ensure all stakeholders are working within a mutually agreed framework and common set of aims, objectives and priorities to maximise the effectiveness of their work and ensure long term management of the town centre.

The Management Plan will be used by stakeholders to:

- develop a business case for investment in the Town Centre;
- prioritise the allocation of financial and staff resources;
- direct THI funding and support bids for additional resources;
- secure and maintain the future conservation of the area;
- support supplementary planning guidance;
- inform future planning policy and planning decisions.

It should be read in conjunction with the Rothesay Conservation Area: Town Centre Character Appraisal.

## 1.5 Consultation

It is essential to the success of a Conservation Area Management Plan that all stakeholders are firmly in agreement with the Conservation Area Appraisal and Management Plan.

The draft Appraisal and draft Management Plan for Rothesay Town Centre Character Area were subject to public consultation for a 4-week period from 11<sup>th</sup> January 2010 to 8<sup>th</sup> February 2010. Consultation comments were reviewed and amendments made by Sonya Linskaill (RIAS) on behalf of Argyll & Bute Council in April 2010.

## 1.6 Status of the Management Plan

This Conservation Area Management Plan forms part of the CHORD project's actions for Rothesay town centre and waterfront, and the Rothesay THI submission. The Conservation Area Management Plan will be adopted by Argyll and Bute Council as a corporate working tool to support supplementary planning documents and inform future planning decisions and planning policy.

The individual stakeholders will also be expected to adopt the Management Plan. Adoption will take place over the summer of 2010.

## 1.7 Publication

The draft Management Plan was available on the Council's website. The final Management Plan will be available on the Council's website in downloadable form. Copies will be placed in the local library and will be available on request from the THI Project Officer.

## 1.8 The Management Plan Steering Group

The management strategy for the conservation area should have shared ownership, involving all stakeholders in an open and inclusive manner. It is proposed that a Conservation Area Management Plan Steering Group of stakeholders will be established to assist and direct the implementation of the Management Plan.

In accordance with the legislation that gives the town its conservation area status, the basic guiding principle of the Steering Group would be:

*"To preserve and enhance the special architectural and historic character and appearance of Rothesay Town Centre Character Area"*

Argyll and Bute Council have already established a number of groups to oversee local strategies. The CHORD Project Board encompasses various local interests and will oversee the development and implementation of the THI bid. Island wide organisations 'Bute Beyond 2000', the Mount Stuart Trust, and the embryonic 'Bute 2020' have a shared interest in the management of Rothesay. These local groups will be consulted over the formation of the Management Plan Steering Group.

The Management Plan Steering Group should consist of agreed core stakeholders. The Chair of the Steering Group will be elected by the group at the first meeting (which will be chaired by an officer or member of the Council until such chair is chosen). Professional input and advice will be provided by the THI Project Officer and the Council's Conservation Officer. Argyll and Bute Council will service the Steering Group and will provide meeting space and secretariat. Responsibility for coordinating and implementing the Conservation Area Management Plan will be shared; those responsible for individual activities will be agreed and assigned by the Management Plan Steering Group.

Working sub-groups consisting of members of the Steering Group may be formed to take forward specific topics, such as "factoring" and the "public realm". Other organisations and individuals may be invited as required to offer specialist advice on specific issues and activities, but would not be voting members of the Steering Group.

Should the bid be successful, a smaller THI Steering Group would be established to assess grant applications and projects. It is likely to be represented by Council officers, Councilors and a member of the Bute Conservation Trust.

It is suggested that, at least initially, the group comprise the following:

**1. Argyll and Bute Council:**

Local elected members

Planning Services:

- THI Project Manager
- Conservation Officer
- CHORD Project Manager
- Area Team Leader Development Management
- Area Building Standards Surveyor

Other officers of the Council which may be co-opted are:

Community Regeneration:

- Area Private Sector Officer (Housing grants & loans)

Operational Services:

- Roads Superintendent
- Horticulture
- Arts Development Officer
- Harbourmaster
- Funding Officer
- Bute & Cowal Area Streetscene Manager

**2. Fyne Homes:** factor, property owner and developer

**3. Bute Conservation Trust:** Building Preservation Trust, conservation promotion

**4. Isle of Bute Marketing Group:** image, branding, publicity, marketing etc (including local traders).

**5. Bute Natural History Society:** expertise and local knowledge

**6. Bute Discovery Centre / Visit Scotland:** expertise, local knowledge & branding

**7. Calmac:** access, welcome, image, branding etc.

**8. Bute Youth Forum:** local knowledge, capacity building

**9. Bute Community Council:** local accountability

## **1.9 Monitoring and Review**

The first review of the Management Plan is suggested to follow shortly after the appointment of the Management Plan Steering Group and notification of funding decisions. Thereafter the Management Plan should be reviewed annually at the Management Plan Steering Group AGM. The local community should be actively involved in the review process.

Monitoring progress of the Management Plan activities will be recorded using the Council's Pyramid system. Where necessary monitoring requirements of funding organisations will be met, for example HLF if the proposed THI goes forward. In that case the Management Plan must continue for a minimum of 10 years after the end of the THI (2025) with monitoring and review continued during that period.

## 2.0 STATEMENT OF SIGNIFICANCE

The Statement of Significance summarises the conservation value of Rothesay Character Area. Further detailed description and analysis of the character area can be found in the Rothesay Conservation Area: Town Centre Character Appraisal.

Rothesay's Town Centre Character Area is significant for three reasons:

1. **Medieval Castle and Royal Burgh:** a unique 13th century castle, generator of the medieval Royal Burgh of Rothesay;
2. **Commercial Centre:** late 18th and early 19th century growth forming a compact and uniform town centre; later Victorian embellishments and early 20th century growth;
3. **Seaside Resort:** 19th century and early 20th century expansion creating one of Scotland's most important seaside resorts.

### Medieval Castle and Royal Burgh

Rothesay Castle (c1230) is associated with the royal family of Stewart (later Stuart), kings of Scotland (1371 to 1714), and hereditary keepers of the castle. Its circular form is unique in Scotland and was the focus of an early settlement, granted Royal Burgh status in 1401. The organic street pattern of the medieval burgh and the magnificent castle setting forms this historic town quarter. The former Stuarts' Townhouse on the High Street is a rare example of 17th century domestic architecture in Argyll.

### Commercial Centre

Social and economic growth encouraged the progressive reclamation of the shoreline north of Rothesay Castle during the later 18th century. The principle shopping street (Montague Street) and surrounding area demonstrates the prosperity of the late Georgian period, characterised by simple but robust buildings with Classical refinements such as splayed corners and articulated stonework. Their cohesive form gives a strength and sophistication to the town character, unusual for a small island. A significant number of historic shops remain in the commercial core representing periods of expansion in the late 19th century and the 1930s.

### Seaside Resort

Development of Rothesay as a holiday resort commenced in the early 19th century and rapidly expanded when Glasgow's growing working class were able to take trips "doon the watter". The seafront streets, the Esplanade gardens and its harbours provide an exemplar of the Victorian and Edwardian seaside resort. The Georgian classicism was embellished with more elaborate individual buildings such as the Duncan Halls and Winter Gardens, and Glasgow-style tenements were built cheek to jowl amongst earlier terraced cottages creating a vibrant townscape.

## 3.0 THE NEED FOR ACTION

Conservation Area designation is a valuable tool in the protection of areas of historic and architectural importance. However, it should not be assumed that designation alone will secure protection and enhancement (PAN 71). Review of the conservation area provides the opportunity to identify management priorities.

In connection with the CHORD project and proposed THI a number of actions have been completed in order to review the town centre and waterfront. Specific documents should be referred to for detailed findings; key issues are summarised in this section (refer Bibliography).

Review has identified a number of socio-economic factors which contribute to the need for action in the Character Area. A number of negative factors are identified in the Character Area Appraisal (Section 4.1). The historic legacy and individuality of Rothesay Town Centre is a finite resource and these factors threaten its special character and appearance. A proactive approach is therefore required to secure this special place.

### 3.1 Decline in Seaside Resorts and Town Centres

Rothesay is a traditional seaside resort and the main shopping centre for the Isle of Bute. Many seaside resorts and town centres throughout the UK have experienced considerable social and economic challenges during the latter half of the 20<sup>th</sup> century. As an island location, Rothesay has suffered particularly from its demise as a significant holiday destination, with associated depopulation and a lack of investment. Nevertheless, Rothesay's special qualities and distinctive identity rely heavily on its role as a seaside resort; a retail centre; and a historic attraction, which in turn make it a pleasant place to live, work and visit.

A pro-active approach to conservation area management could address some of these factors on a local level to anchor the community; sustain cultural heritage; generate wealth; and add to the quality of life.

### 3.2 Neglect and Decay

The built environment of Rothesay Town Centre is vulnerable due to a number of factors, often co-related. Significant levels of long-term neglect and disuse, combined with an ageing building stock has led to high levels of decaying fabric, under-use and vacancy. Over a number of years these factors have led to dereliction, demolition and gap sites.

The poor condition of the building fabric is a result of a lack of regular maintenance and repair. This is exacerbated by a number of local, specific issues:

- the maritime climate (accelerating decay);
- lack of skilled local building operators (increasing repair costs);
- multiple ownership (complicating implementation of repair);
- multiple storey buildings (safe access to inspect and repair).



Once a building has been allowed to get into disrepair it can become increasingly complex and expensive to reverse its decline. In some instances poor quality, partial or inappropriate repairs have been made (section 3.3). In other instances buildings have been vacated and left to lay derelict, threatening the building's ability for reuse and repair, and blighting the surrounding area.

Local Authorities have a number of legal powers available to them by which they can intervene to carry out urgent works in order to preserve historic buildings suffering from neglect. These include Urgent Works Notices, Dangerous Buildings Notices and Compulsory Purchase Orders. Local authorities in general are very reluctant to use these powers, and buildings are often in a very advanced state of disrepair before action is taken. In such instances, as seen in Rothesay Town Centre, this action can result in demolition or de-roofing a building hastening further deterioration. Better understanding and earlier use of these powers could better safeguard the conservation area.

### 3.3 Incremental damaging changes

It is recognised that not only do large changes, such as the demolition of buildings, threaten the special qualities of our conservation areas. Small, incremental changes, can damage the quality and appearance of the historic buildings and spaces that contribute to the character of the conservation area.

Changes to buildings may be governed by the Town and Country Planning (Scotland) Act 1997 and in the case of Listed Buildings additional protection is offered by the 1997 Act. Minor alterations to unlisted dwelling houses in conservation areas are controlled by the local authority using Article 4 Directions which reduce or remove Permitted Development Rights.

Despite this statutory framework, significant levels of damaging change are evident in Rothesay Town Centre including:

- Loss of original timber sash & case windows and inappropriate replacement in a variety of designs, operational methods and materials (uPVC, aluminium);
- Unsympathetic modern shopfronts, **house** styles and colours which result in over-large and strident designs which dominate the street scene and often conceal good original details.

This may be due to a number of factors:

- Not all property types are governed by Article 4 Directions;
- Low levels of enforcement (work without statutory consent);
- Lack of clear information and guidance to inform decision makers, the public, and developers alike.

### 3.4 Place Management

In the built environment a significant role is played by the public realm: open space and landscaping; traffic management and parking, street furniture and signage. Whilst a number of positive works have been implemented in Rothesay Town Centre further challenges and opportunities have been identified:

- Need for improvement in connectivity where Montague Street meets Guildford Square and the route across the square to Albert Place and Bishop Street;
- Need for improvement to the pedestrian un-friendly Bishop St/East Princes Street junction;
- Consideration of improved use of key public spaces;
- Development of a traffic management strategy.

A good understanding of the role of place management is crucial to the success of the area.

## 4.0 AIMS AND OBJECTIVES OF THE PLAN

The Rothesay Town Centre Character Area impacts upon the town as a whole and the island in general. The health of Rothesay's economy and its popularity as a place to live, work and visit are directly affected by the condition of its built environment, and in turn its economy influences the town's ability to preserve and enhance the unique character of the conservation area.

With this in mind, three aims have been identified for the management of the Rothesay Town Centre Character Area:

*A: Boost Confidence*

*B: Reverse the Decline*

*C: Mend the Damage*

There are various ways in which these aims can be taken forward to produce an effective Action Plan summarised in its objectives and activities. Aims are not exclusive but will inter-relate in many instances.

In this case, the proposed activities have been developed in conjunction with the proposed THI. One of the first tasks for the Management Plan Steering Group will be to test the robustness of these proposed objectives.

### 4.1 AIM A: Boost Confidence

Boosting confidence in Rothesay will provide a firm foundation for the other aims of the Management Plan. For example boosting self-confidence may encourage investment which in turn will support repair of buildings.

All people, both locally and externally, will have their own understanding of what makes Rothesay special. Sharing that understanding first amongst themselves and then with visitors to the town will be a major step towards caring for the town and preventing further deterioration.

This aim should tackle:

Lack of understanding / awareness of the built environment – negative perceptions

This aim may be achieved through:

Identity – Image – Branding – Marketing – Access – Investment

The following **Objectives** are proposed:

- Ensure that Rothesay continues to be a great place to work, live and visit;
- Maximise the potential of Rothesay Town Centre as the economic and social focus for the island of Bute;
- Maximise the potential of Rothesay Town Centre as a visitor destination;
- Establish a better understanding of the heritage of Rothesay;
- Reinforce pride in Rothesay's local identity and share this with visitors;
- Make Rothesay Town Centre a place worth investing in.

#### 4.2 AIM B: Reverse the Decline

The root causes of decline must be tackled at local level. Intervention may take the form of a physical project (possibly assisted with grant aid) and more intangible actions which seek to influence.

The Planning Authority has an important role in ensuring that planning decisions are made in light of national and local guidance, and ensuring Enforcement action is taken when the legislation has not been complied with (refer section 3.3). Planning management will form a core role in halting decline through the effects of incremental change and making robust and positive development decisions within the Character Area.

This aim should tackle:

Neglect – Decay – Demolition – Dereliction – Disuse – Damage

This aim may be achieved through:

Development Management – Enforcement – Training – Education

The following **Objectives** are proposed:

- Tackle the root causes of neglect, decay, dereliction and demolition in Rothesay Town Centre;
- Tackle the root causes behind the damaging minor changes to the building fabric of Rothesay Town Centre;
- Introduce the concept of planned maintenance for buildings and spaces within Rothesay Town Centre.

#### 4.3 AIM C: Mend the Damage

Physical repair of Rothesay's built environment will take time, involve a broad range of people and require considerable investment, both public and private. With this in mind a number of the objectives associated with this aim will primarily be to 'encourage' repair. However, it is hoped the proposed THI and other funding sources will be able to provide grants to support repair on a priority basis.

In some instances a Building Preservation Trust (BPT) is used as a vehicle to assist repair and reuse of our most vulnerable buildings at risk. The Bute Conservation Trust decided at its 2008 AGM to expand into a BPT. The Bute BPT may be supported by the network organisation: the Association of Preservation Trusts (APT) and the Glasgow-based Strathclyde Building Preservation Trust; the Architectural Heritage Fund (AHF) may provide advice and funding.

The Local Authority will have the principle role in leading improvements to Rothesay's major public open spaces, its seafront and the area around the castle. Work has already started on an Open Space Audit.

This aim should tackle:

Inappropriate repair – Connectivity – Derelict buildings – Need for repair

This aim may be achieved through:

Repair – Reinstatement – Reuse - Enhancement

The following **Objectives** are proposed:

- Encourage the repair of buildings and spaces within Rothesay Town Centre;
- Encourage the re-development of under-used and vacant sites in and around Rothesay Town Centre;
- Encourage the re-use of vacant buildings and shops in Rothesay Town Centre;
- Encourage the reinstatement of lost architectural features and detailing on buildings and in the open spaces in Rothesay Town Centre;
- Enhance the public spaces within Rothesay Town Centre;
- Improve the physical and visual links between public spaces in Rothesay Town Centre.

## 5.0 THE ACTION PLAN

The Action Plan is an integral part of the Management Plan and outlines activities by which its aims and objectives will be met.

Some activities relate to others, as in cases where an event will be organised or a grant schemes devised to meet a variety of objectives. These cross-references are indicated within the tables.

### 5.1 Prioritisation

Activities are prioritised in three categories:

- **Priority I: immediate** - activity to be undertaken in 2009-10.
- **Priority II: necessary** - activity undertaken within first 5 years.
- **Priority III: desirable** - activity requires time for development.

One of the first tasks for the Management Plan Steering Group will be to test the robustness of the proposed priority timescales and consider timescales for individual activities.

Activities highlighted as "Benchmark" should be repeated every 5 years.

## 5.2 Proposed Outcomes

In the following tables a desired outcome is allocated to each activity. Outcomes are defined by the following headings:

### Information gathering:

- Survey
- Database

### Doing things, engaging people:

- Events
- Direct Action
- Training
- Grant Scheme
- Bute Building Preservation Trust (BPT)

### Producing written material:-

- Reports
- Policy Documents
- Written Guidance

### Setting the scene for further activities:-

- Action Plan (Open Space)
- Strategy
- Programme

### Internal structures

- Process
- Standards

### Resources

- Staffing

### 5.3 Delivery of outcomes

In 2009 Argyll & Bute Council were awarded a Stage 1 pass in their bid for the Rothesay Townscape Heritage Initiative (THI) from the Heritage Lottery Fund. In parallel with this Management Plan, a draft THI Action Plan has been produced that will be taken forward if Stage 2 funding is secured during 2010. Specific activities which form part of the proposed THI and relate to Rothesay Town Centre Character Area management are included in this Action Plan, marked with an asterisk.

Otherwise, outcomes will be delivered through the Council's Open Space Strategy, its on-going work on Design Guidance, its Asset Management Strategy, its Development Management Service and other mechanisms.

### 5.4 Evaluation

Specific measurable targets (Outputs) are proposed for each Outcome. This allows the evaluation of progress on the Management Plan. Annual review of the Management Plan should include updating of the Action Plan and adjusting Outcomes and Outputs accordingly, if necessary.

### 5.5 Budgets

Argyll and Bute Council has a budget for Rothesay associated with the CHORD project. In addition, a Stage 1 bid has been approved for a Townscape Heritage Initiative (THI) from HLF. If the Stage 2 bid is successful, this would provide a budget for 5 years for specific projects identified in the THI Action Plan.

Further bids for match-funding and individual projects identified in the management plan will be required to Argyll & Bute Council and other funding bodies. In particular Historic Scotland will be consulted over the potential to develop a Conservation Area Regeneration Scheme (CARS).

Objective	Activity to <i>Boost Confidence</i>	Priority	Outcome	Output	Done	
<b>Objective A1</b>	<b>Ensure Rothesay continues to be a great place to work, live and visit</b>					
	a	Hold a <b>Place-Making Event</b> to gather community suggestions on enhancement.	I	<b>EVENT*</b>	Event held (50 people) Feedback (50 people)	✓
	b	Establish <b>Baseline Data</b> on public attitudes to the town.	I & II	<b>BENCHMARK SURVEY *</b>	EKOS (2010)	✓
	c	Review <b>Baseline Data</b> (A1b) in 5 year cycles.	III	<b>REVIEW</b>	Survey complete and published	
<b>Objective A2</b>	<b>Maximise the potential of Rothesay Town Centre as the economic and social focus of Bute</b>					
	a	Establish <b>Baseline Data</b> (economic and social).	I	<b>BENCHMARK SURVEY*</b>	Survey DWA (2010); EKOS (2010)	✓
	b	<b>Review</b> Baseline Data (A2a) in 5 year cycles.	II	<b>REVIEW</b>	Survey complete and published	
	c	Establish the need to review and develop the <b>Marketing Strategy</b> for the Town Centre in conjunction with the Isle of Bute Tourism & Marketing Group.	I & II	<b>STRATEGY*</b>	Consultation Publication Implementation	
		Commission a <b>Healthcheck</b> for Rothesay	I & II	<b>SURVEY</b>	Survey complete and published	
	d	Commission a <b>Historic Shop Appraisal</b> . Use recommendations to prepare a <b>Shopfront Strategy</b> in the THI Action Plan.	I I	<b>SURVEY*</b> <b>STRATEGY*</b>	Survey Lennie (2010) Publication Implementation	✓



Objective	Activity to Boost Confidence	Priority	Outcome	Output	Done	
<b>Objective A3</b>	<b>Maximise the potential of Rothesay Town Centre as a visitor destination</b>					
	a	Establish <b>Baseline Data</b> (visitor information by EKOS, 2010)	I	<b>BENCHMARK SURVEY*</b>	Survey done and published	✓
	b	Review <b>Baseline Data</b> (A3a) in 5 year cycles.	II	<b>REVIEW</b>	Survey complete and published	
	c	Identify the key objectives for managing the destination in a <b>Visitor Destination Strategy</b> , in addition to the <b>Marketing Strategy</b> (A2c) and using the results of A1b A2a & A3a.	II & III	<b>STRATEGY*</b>	Consultation Publication Implementation	
<b>Objective A4</b>	<b>Establish a better understanding of the heritage of Rothesay; reinforce pride in local identity and share this with visitors</b>					
	a	Use the <b>THI Launch Event</b> to publish the Rothesay Town Centre Character Area Appraisal and leaflet and continue to raise awareness of local identity.	I	<b>EVENT*</b>	Event held (50 people)	
	b	Encourage local membership of the re-launched <b>Bute Conservation Trust</b> and <b>BPT</b> at <b>Open Doors Event</b> (2010).	I	<b>BUTE BPT</b>	Board of Trustees appointed	
	c	<b>THI Logo</b> : create a logo and branding for the THI, working with local artists and schoolchildren; use in all THI activities.	I	<b>EVENT*</b>	Logo created	
	d	Investigate establishing a <b>Bute Brand</b> in conjunction with local groups and the Isle of Bute Tourism & Marketing Group.	I & II	<b>STRATEGY*</b>	Consultation Brand launched	
	e	<b>Welcome Banner</b> : develop a banner design and "Welcome" sign at the ferry port working with Isle of Bute Tourism & Marketing Group. Erect sign at a <b>Welcome Event</b> in the taxi shelter on Mid-Pier.	II	<b>EVENT</b>	Workshop (25 people) Sign made	
			II	<b>EVENT</b>	Event (50 people)	

Objective	Activity to Boost Confidence	Priority	Outcome	Output	Done
<b>Objective A4</b>	<b>Establish a better understanding of the heritage of Rothesay; reinforce pride in local identity and share this with visitors</b>				
(cont)	f	Develop a <b>Heritage Awareness Strategy</b> , working with the Bute Museum, aimed at engaging with the local community as part of the overall publicity and <b>Marketing Strategy</b> for the town centre (A2c) and in association with the Investment Publicity Strategy (A5a).	II	<b>STRATEGY*</b>	Consultation Publication Implementation
	g	Commission a <b>Character Area Leaflet</b> to increase public understanding of the character and appearance of the Town Centre.	I	<b>WRITTEN GUIDANCE*</b>	Publication ✓
<b>Objective A5</b>	<b>Make Rothesay Town Centre a place worth investing in</b>				
	a	Develop an <b>Investment Publicity Strategy</b> for the Town Centre, working with the Isle of Bute Tourism & Marketing Group, aimed at engaging potential investors out with Rothesay, as part of the overall publicity and <b>Marketing Strategy</b> for the Town Centre (A2c) and in association with local publicity (A4d, A4e, A4f). Ensure all <b>websites</b> are updated regularly to reflect the status of the town.	II  On-going	<b>STRATEGY*</b>  <b>REPORT*</b>	Consultation Publication Implementation  Website report twice per yr
	b	Consider creating a part-time post of <b>Town Centre Manager</b> and resurrecting the post of <b>Development Manager</b> for Bute.	III	<b>STAFFING</b>	Appointments

Objective	Activity to <i>Reverse the Decline</i>	Priority	Outcome	Output	Done
<b>Objective B1</b>	<b>Tackle the root causes of neglect, decay, dereliction and demolition in Rothesay Town Centre</b>				
a	At the <b>Place-Making Event</b> highlight the extent of dereliction in the Town Centre.	I	<b>BENCHMARK EVENT*</b>	Event held (50 people)	✓
b	Commission a <b>Condition Survey</b> to provide an understanding of the extent of need for repair to buildings within the Town Centre; identify vacant floor space and land; and obtain valuations for the development of the Stage 2 THI.	I	<b>BENCHMARK SURVEY*</b>	Survey by Peter Drummond Architects (2009).	✓
c	On the <b>Open Doors Event (2010)</b> provide an exhibition for the local community describing the fabric of the town centre, including the problems and potential of historic buildings. Relaunch the <b>Bute Conservation Trust</b> and raise awareness in its new capacity to operate as a <b>BPT</b> .	I	<b>BENCHMARK EVENT*</b>	Event held (50 people); 10 Doors Open	
		I	<b>BUTE BPT*</b>	BPT relaunched	
d	<b>Construction Skills Event:</b> Raise awareness of traditional construction techniques amongst all sectors of the community (property owners, tenants, school children, contractors).	I	<b>EVENT*</b>	Event held (40 people)	✓
e	<b>Construction Skills Event:</b> Bring together local contractors and expert craftsmen to establish their needs and capacity; and explore the gaps in local skills provision.	I	<b>BENCHMARK SURVEY*</b>	Survey completed	✓
		I	<b>EVENT*</b>	Event held (10 people)	✓
f	Formulate a <b>Construction Skills Training Programme</b> based on the findings of B1e.	I	<b>TRAINING*</b>	Training (20 people)	
g	Strengthen the Council's commitment to take action against building neglect and need for repair. Produce a <b>Training Programme</b> (part of the Training & Education Plan for the Stage 2 THI bid) for the Council's elected members and officers, and the Steering Group to ensure there is a full understanding of the legal powers available and a coherent implementation process (relates to B2b, C2e & C3g).	II	<b>TRAINING*</b>	Training	
		II	<b>PROCESS</b>	Neglect reduced; buildings repaired.	

Objective	Activity to Reverse the Decline	Priority	Outcome	Output	Done	
<b>Objective B2</b>	<b>Tackle the root causes behind the damaging minor changes to the building fabric of Rothesay Town Centre</b>					
	a	Establish by dated <b>Survey</b> the extent of damaging minor changes.	I	<b>BENCHMARK SURVEY*</b>	Audit PDA (2009)	✓
	b	Review status and performance of current <b>Article 4 Directions</b> .	I	<b>BENCHMARK SURVEY*</b>	Survey, results mapped	
		Revise and strengthen Policy Document if deemed necessary.	II	<b>POLICY DOCUMENT*</b>	Policy reviewed	
	c	Produce a <b>Training Programme</b> (part of the Training & Education Plan for the Stage 2 THI bid) for the Council's elected members and officers, and the Steering Group to ensure a consistent approach to the interpretation and implementation of (national & local policies and guidelines) in particular Permitted Development Rights (B2b).	I	<b>TRAINING*</b>	Training (35 elected members, 35 officers, 15 steering group)	
	d	<b>Enforce</b> the legislation related to minor changes in accordance with national & local policies and guidelines, taking legal action where necessary.	Ongoing	<b>PROCESS</b>	Features reinstated as direct result	
	e	Ensure local buy-in to national & local policies and guidelines through the <b>Construction Skills Event</b> (B1d) and <b>Maintenance Week Event</b> (B3a)	I	<b>EVENT*</b>	Maintenance Week Event held (40 people)	✓
			I	<b>EVENT*</b>	Event held (40 people)	✓

B2 (cont)

Objective	Activity to <i>Reverse the Decline</i>	Priority	Outcome	Output	Done
-----------	--	----------	---------	--------	------

Objective B2	Tackle the root causes behind the damaging minor changes to the building fabric of Rothesay Town Centre					
(cont)	f	Use the <b>THI Launch Event</b> to publish the Conservation Area Character Area Appraisal and leaflet; to continue to raise awareness of national policies and guidelines, together with the negative features highlighted in the Appraisal (with A4a).	I	<b>BENCHMARK EVENT*</b>	Event held (50 people)	
	g	Produce <b>Written Guidance and Advice</b> on <b>Shopfronts</b> for traders in Rothesay Town Centre (to follow from A2d).	II	<b>WRITTEN GUIDANCE*</b>	Publication	
	h	Produce <b>Written Guidance and Advice</b> on windows.  Review the existing <b>Windows Policy Statement</b> for the Town Centre and strengthen/update if necessary.	II II	<b>WRITTEN GUIDANCE*</b> <b>POLICY DOCUMENT</b>	Publication Policy reviewed	
	i	Produce a <b>Maintenance Guide</b> in conjunction with Campbelltown THI.	II	<b>WRITTEN GUIDANCE*</b>	Publication	
	j	Provide <b>Construction Skills Training</b> and other support to contractors to ensure that the necessary skills are available to make non-damaging minor changes to the fabric of town centre buildings (see B1e & B1f).	II	<b>TRAINING*</b>	Training (20 people)	
	k	Create a <b>Photographic Audit</b> of the Character Area's buildings to ensure that unlawful changes are noted and enforcement can be upheld.	I	<b>BENCHMARK SURVEY</b>	Audit completed	✓

Objective	Activity to Reverse the Decline	Priority	Outcome	Output	Done
<b>Objective B3</b>	<b>Introduce the concept of planned maintenance for buildings and spaces within Rothesay Town Centre</b>				
a	Hold an event in <b>National Maintenance Week</b> (Nov. 2009) to raise awareness of the need for planned maintenance and do practical works of maintenance on selected buildings.	I	<b>EVENT*</b>	Event held (40 people)	✓
		I	<b>DIRECT ACTION*</b>	Work to 10 properties	✓
b	<b>Survey</b> the extent and quality of factoring arrangements in Rothesay. Introduce a <b>Pilot Factoring Scheme</b> on selected tenements.	II	<b>SURVEY*</b>	Survey and results mapped	
		II	<b>DIRECT ACTION*</b>	Scheme established (10 properties)	
c	Investigate options to introduction (or support) a co-ordinated <b>Maintenance &amp; Minor Works (Monument Watch) Service</b> for property owners (in conjunction with B1e)	III	<b>DIRECT ACTION*</b>	Scheme introduced	

Objective	Activity to <i>Mend the Damage</i>	Priority	Outcome	Output	Done	
<b>Objective C1</b>	<b>Encourage the repair of buildings and spaces within Rothesay Town Centre</b>					
	a	<b>Survey</b> the extent of disrepair and damage (B1b). Present results of survey at <b>Open Doors Event</b> (2010) (A4b & B1c).	I I	<b>BENCHMARK SURVEY* EVENT*</b>	Survey PDA (2009) Event held (50 people)	✓
	b	Develop a <b>Small Building Repair Grant Scheme</b> as part of the proposed THI (in conjunction with C4a). Offer <b>Shop Front Repair Grants</b> and a <b>Sash-and-Case Window Repair Grants</b> as part of the scheme.	I & II	<b>GRANT SCHEME*</b>	8 building grants over 4yrs 7 shop front grants over 5yrs	
	c	Publicise and gain support for the <b>Small Building Repair Grant Scheme</b> at the <b>THI Launch Event</b> . Raise awareness of the <b>Shop Front Repair Grants</b> and the <b>Sash-and-Case Window Repair Grants</b> (refer C1b, C3b, C4a & b).	I	<b>EVENT*</b>	Launch held & publicised	
	d	<b>Survey</b> the condition of the materials and structures in the town's public open spaces and produce a <b>Landscape Report</b>	II	<b>BENCHMARK SURVEY</b>	Survey and Report complete	
	e	Aim to establish a <b>Planned Maintenance Programme</b> (with secure Council budget) for the public realm in relation to findings in C1d <b>Landscape Report</b> .	III III	<b>BENCHMARK SURVEY PROGRAMME</b>	Survey and Report complete Consultation Adoption	
	f	Aim to produce a <b>Landscape Plan</b> for Guildford Square.	II	<b>STRATEGY*</b>	Plan published Plan implemented	
	g	Support <b>Bute in Bloom</b> part of Scotland in Bloom 2010.	I	<b>EVENT</b>	Event held	

Objective	Activity to Mend the Damage	Priority	Outcome	Output	Done
<b>Objective C2</b>	<b>Encourage the redevelopment of under-used and vacant sites in and around Rothesay Town Centre</b>				
a	Undertake a <b>Survey</b> to identify gap sites (B1b) and establish a <b>Database</b> of vacant land, ownership & availability (Summer 2010). Present results of survey at <b>Open Doors Event</b> (2010).	I II I	<b>BENCHMARK SURVEY* DATABASE EVENT*</b>	Masterplan Results mapped Database created Event held (50 people)	
b	Prepare a <b>Masterplan</b> (including a desk-top <b>Archaeological Assessment</b> ) for the Watergate area.	I	<b>REPORT*</b>	Report completed	
c	Prepare <b>Feasibility Studies</b> for gap sites identified in C2a (including Archaeological Assessments)	I	<b>REPORT*</b>	Report completed	
d	Produce a <b>Design Guide</b> for Rothesay Town Centre based on the Council's Design Guidance (similar to those for Coll & Tiree, but for all building types, not just dwellings). Prepare <b>Design Briefs</b> to highlight potential and guide redevelopment of vacant land.	II III	<b>WRITTEN GUIDANCE WRITTEN GUIDANCE</b>	Publication Publication	
e	Use of <b>Legal Powers</b> to acquire vacant land, find a solution and then dispose of it, as appropriate: provide <b>Training</b> on this subject (relates to B2b, B1g & C3g). Develop a mechanism for choosing the correct path towards successful action. Publish a <b>Policy Statement</b> to publicise how the process works and how it enables appropriate decision-making.	II I III	<b>TRAINING PROCESS WRITTEN GUIDANCE</b>	Training Vacant land developed Publication	



Objective	Activity to Mend the Damage	Priority	Outcome	Output	Done
<b>Objective C3</b>	<b>Encourage the re-use of vacant buildings and shops in Rothesay Town Centre</b>				
a	Undertake a <b>Survey</b> to identify disused floor space around Guildford Square (B1b) Present results of survey at <b>Open Doors Event</b> (2010).	I I	<b>BENCHMARK SURVEY* EVENT*</b>	Survey PDA (2009) Event held (50 people)	✓
b	Develop a <b>Grant Scheme</b> for the re-use of specific priority buildings identified as <b>target projects</b> in the proposed THI.	I	<b>GRANT SCHEME*</b>	Refer THI target	
c	Prepare <b>Feasibility Studies / Options Appraisals</b> for vacant floor space within the proposed THI area.	I	<b>REPORT*</b>	Report PDA (2009)	✓
d	Support the Bute Conservation Trust (BPT) in the preparation of <b>Options Appraisals</b> for the target building(s) at risk to be brought back into use, with the Architectural Heritage Fund and/or Strathclyde Building Preservation Trust.	II	<b>BUTE BPT*</b>	Secure match funding for options Appraisals Options Appraisals completed	
e	Establish a <b>Database</b> of vacant floor space, ownership and availability.	II	<b>DATABASE</b>	Database created	✓
f	Set up a <b>Marketing Scheme</b> to co-ordinate and inform the disposal of vacant buildings and shops, working with the Isle of Bute Tourism & Marketing Group.	III	<b>DIRECT ACTION*</b>	Scheme introduced	
g	Use of <b>Legal Powers</b> where necessary to acquire vacant buildings and find solutions for their re-use: provide <b>Training</b> on this subject (relates to B2b, B1g & C2e). Develop a mechanism for choosing the correct path towards successful action. Publish a <b>Policy Statement</b> to publicise how the process works and how it enables appropriate decision-making. Refer to THI Action Plan.	I I III I & III	<b>TRAINING BUTE BPT* WRITTEN GUIDANCE PROCESS</b>	Training (40 people) Mechanism in place Publication Buildings repaired / reused	

Objective	Activity to Mend the Damage	Priority	Outcome	Output	Done
-----------	-----------------------------	----------	---------	--------	------

Objective C4	Encourage the reinstatement of lost architectural features and details on buildings and in the open spaces in Rothesay Town Centre				
a	Develop a <b>Small Building Repair Grant Scheme</b> as part of the proposed THI (in conjunction with C1b). Offer <b>Shop Front Reinstatement Grants</b> and a <b>Sash-and-Case Window Reinstatement Grants</b> as part of this scheme.	I & II	<b>GRANT SCHEME*</b>	8 building grants over 4yrs 7 shop front grants over 5yrs	
b	Publicise and gain support for the <b>Small Building Repair Grant Scheme</b> at the <b>THI Launch Event</b> . Raise awareness of the <b>Shop Front Reinstatement Grants</b> and the <b>Sash-and-Case Window Reinstatement Grants</b> . (refer C1b, C3b, C4a).	I	<b>EVENT*</b>	Launch held & publicised	
c	Consider reintroducing one of the lost drinking fountains on the seafront	III	<b>DIRECT ACTION</b>	Fountain installed Opening (50 people)	

Objective C5	Enhance the public spaces within Rothesay Town Centre				
a	Aim to produce a <b>Landscape Plan</b> for Guildford Square.	II	<b>STRATEGY*</b>	Plan published Plan implemented	
b	Create a <b>Landscape Plan</b> for the better use of Open Space in the Town Centre.	II	<b>STRATEGY*</b>	Plan published Plan implemented	
c	Explore options with traffic engineers, local traders and residents to improvement of the space at the foot of <b>Bishop Street</b> . Design scheme, secure funding and undertake works. Hold an <b>Opening Event</b> to celebrate the completed works.	III	<b>EVENT</b>	Workshops and Events (50 people).	
		III	<b>DIRECT ACTION EVENT</b>	Works completed Opening event (50 people)	
d	Retain <b>High Standards</b> of planting, maintenance and related staffing levels and hold more heritage-based <b>Public Events</b> within the public realm in association with Bute's calendar of festivals and cultural events.	On-going	<b>STANDARDS</b>	Standards maintained	
		On-going	<b>EVENT</b>	Events (200 people/yr).	

C5 cont

Objective	Activity	Priority	Outcome	Output	Done	
<b>Objective C5</b>	<b>Enhance the public spaces within Rothesay Town Centre</b>					
(cont)	e	Support <b>Bute in Bloom</b> part of Scotland in Bloom 2010. Enhance Guildford Square gap site as part of event, and tidy up the <b>Watergate gap site</b> to create a wild flower garden.	I	<b>DIRECT ACTION</b>	Works completed	
	f	Clean shoring and top trees in the <b>Guildford Square gap site</b> ; investigate uses for the site including: Creation of an interim butterfly garden; lime pointing training during the implementation phase of the THI.	On-going	<b>DIRECT ACTION</b>	Tree topped, area cleared	✓
<b>Objective C6</b>	<b>Improve the physical and visual links between public spaces in Rothesay Town Centre</b>					
	a	<b>Vision for the Public Realm:</b> Invite Architecture+Design Scotland & The Lighthouse to take part in an event to formulate a public realm vision.	I & II	<b>EVENT</b>	Event held (100 people) Produce material to inform Open Space Action Plan	
	b	Aim to produce a <b>Landscape Plan</b> for the enhancement of Guildford Square.	II	<b>STRATEGY*</b>	Plan published Plan implemented	

## SOURCES

Argyll & Bute Council (2009): *CHORD Programme Plan 2009*  
Argyll & Bute Council (2010): *Rothesay Conservation Area: Town Centre Character Appraisal*  
Argyll & Bute Council (2010): *Rothesay THI Action Plan*  
Douglas Wheeler Associates Ltd (2009): *Rothesay Townscape Heritage Initiative: Phase 2 Section 4: Action Plan*  
Peter Drummond Architect Ltd (2009): *Rothesay Townscape Heritage Initiative: Interim Report: Strategic Analysis* (Revise Draft Dec. 2009)

Contact the THI Project Officer for further information on the above documents.

Heritage Lottery Fund (2009): *Townscape Heritage Initiative: Second Round Help Notes*, Dec. 2009  
Heritage Lottery Fund (2009) *Townscape Heritage Initiative: Guidance Notes*, Dec. 2009  
Planning Advice Note 71 (PAN 71): *Conservation Area Management* (2005)

### Web Resources

**Argyll & Bute Council**  
[www.argyll-bute.gov.uk](http://www.argyll-bute.gov.uk)

**Bute**  
[www.isle-of-bute.com](http://www.isle-of-bute.com)  
[www.bestofbute.co.uk](http://www.bestofbute.co.uk)  
[www.isle-of-bute.org.uk](http://www.isle-of-bute.org.uk)

### Listed Building information

<http://www.historic-scotland.gov.uk/index/historicandlistedbuildings.htm>  
Listed Buildings are defined as “*Buildings of Special Architectural or Historic Interest*” as designated by Historic Scotland on behalf of the Scottish Government. Each Listed Building has a building report with supplementary information which is available online.

### Historic Towns & Town Centres

[www.historictownsforum.org.uk](http://www.historictownsforum.org.uk)

a UK-wide organisation offering support and guidance on conservation area management, traffic and visitor management, urban regeneration and other planning issues in historic towns, through publications and events. Membership is through the local authority.

[www.bura.org.uk/Events/BURA+Seaside+Network.htm](http://www.bura.org.uk/Events/BURA+Seaside+Network.htm)

The Seaside Network seeks to address the specific challenges of regeneration in seaside communities and draw together people from all sectors concerned with the physical, economic and social regeneration of coastal communities throughout the UK.

[www.towns.org.uk](http://www.towns.org.uk)

Action for Market Towns is a UK-wide organisation dedicated to promoting the vitality and viability of small towns. Membership is through a local organisation, rather than the local authority.

[www.atcm.org.uk](http://www.atcm.org.uk)

The Association of Town Centre Managers. Excellent examples of good practice initiatives in town centres and training programmes.

### Built Environment

[www.ads.org.uk](http://www.ads.org.uk)

Architecture + Design Scotland (A+DS) supports excellence in architecture, urban design and planning in the built environment.

[www.cabe.org.uk](http://www.cabe.org.uk)

The Council for Architecture in the Built Environment has guidance on the Public Realm including “shaping space” and Space Shaper workshops.

### Building Preservation Trusts

[www.ukapt.org.uk](http://www.ukapt.org.uk)

The Association of Preservation Trusts provides a BPT network.

[www.ahfund.org.uk](http://www.ahfund.org.uk)

The Architectural Heritage Fund provides advice and funding to charities including BPTs.

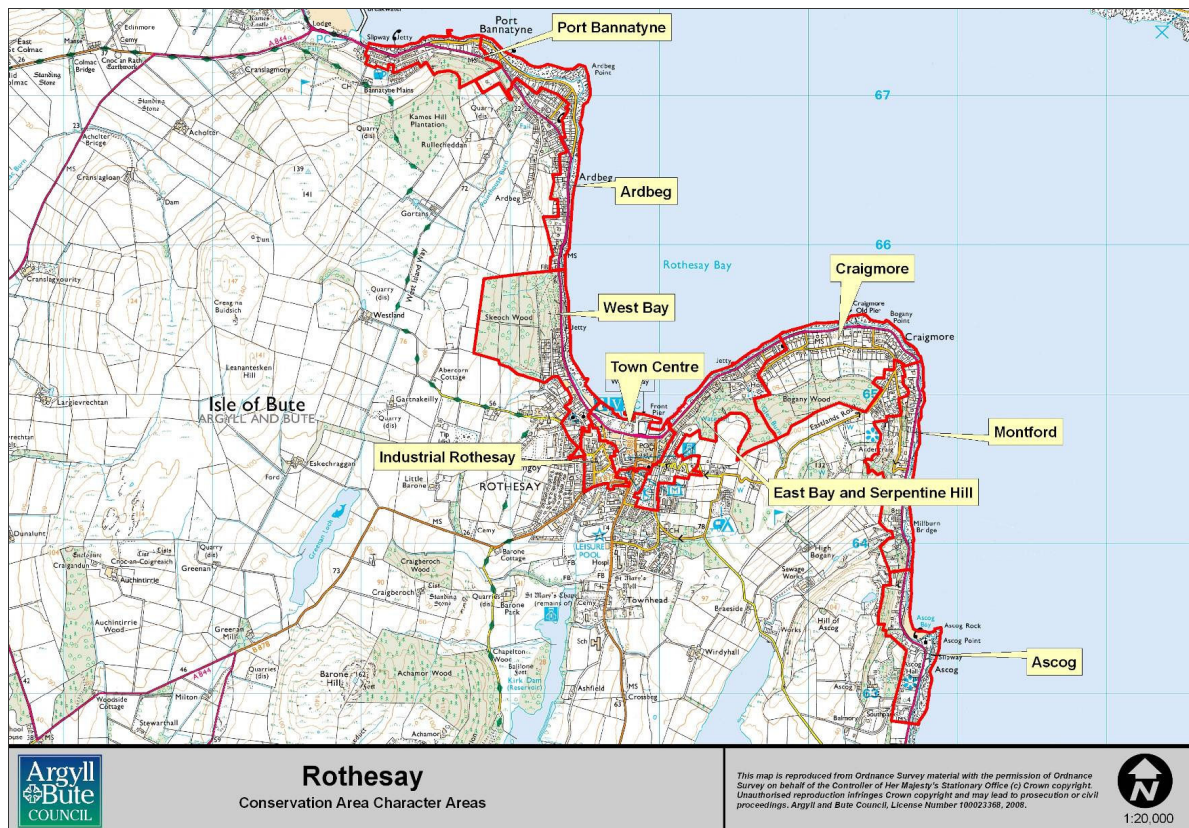
## APPENDIX: MAPS

**MAP 1: ROTHESAY CONSERVATION AREA SHOWING CHARACTER AREAS**

**MAP 2: ROTHESAY TOWN CENTRE CHARACTER AREA**

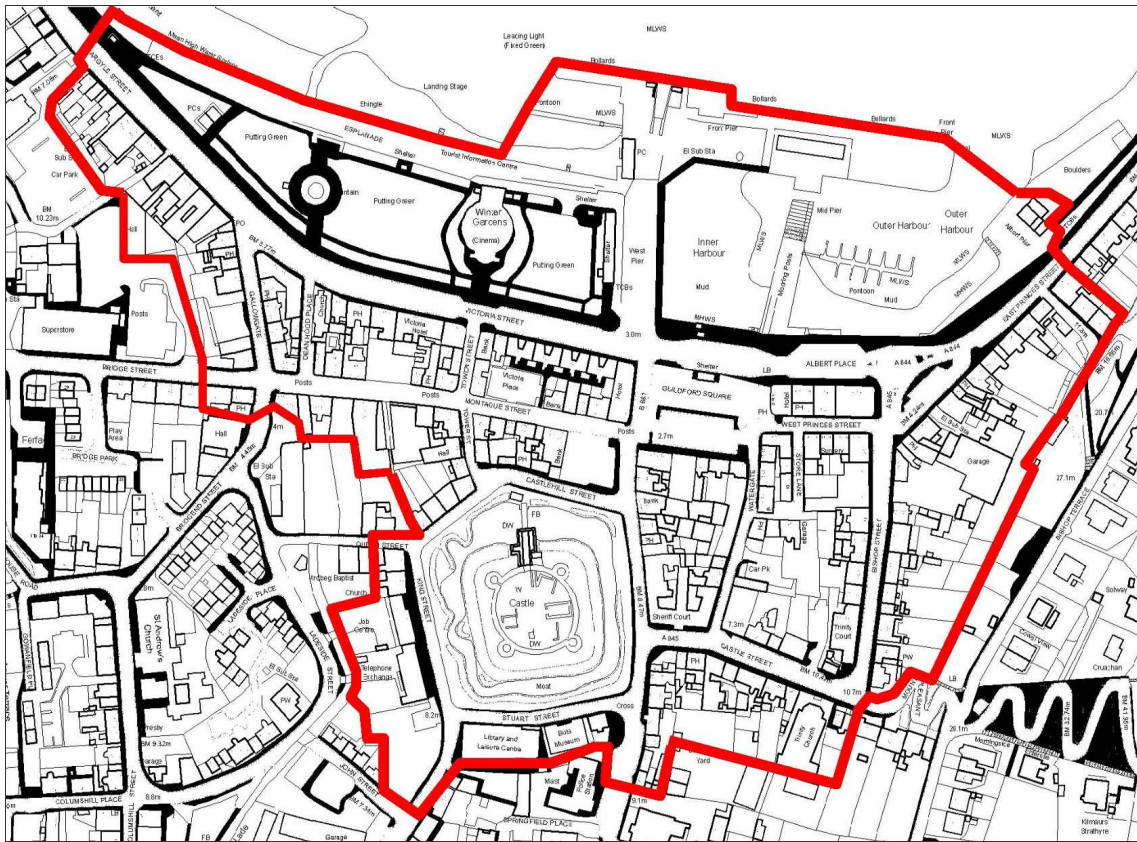
**MAP 3: PROPOSED ROTHESAY THI AREAS**

Note all maps marked © Crown are reproduced for information only with permission of Ordnance Survey on behalf of the Controller of HMSO, under license from Argyll & Bute Council Ref 100023368, 2008. Unauthorised reproduction infringes Crown copy right and may lead to prosecution or civil proceedings.



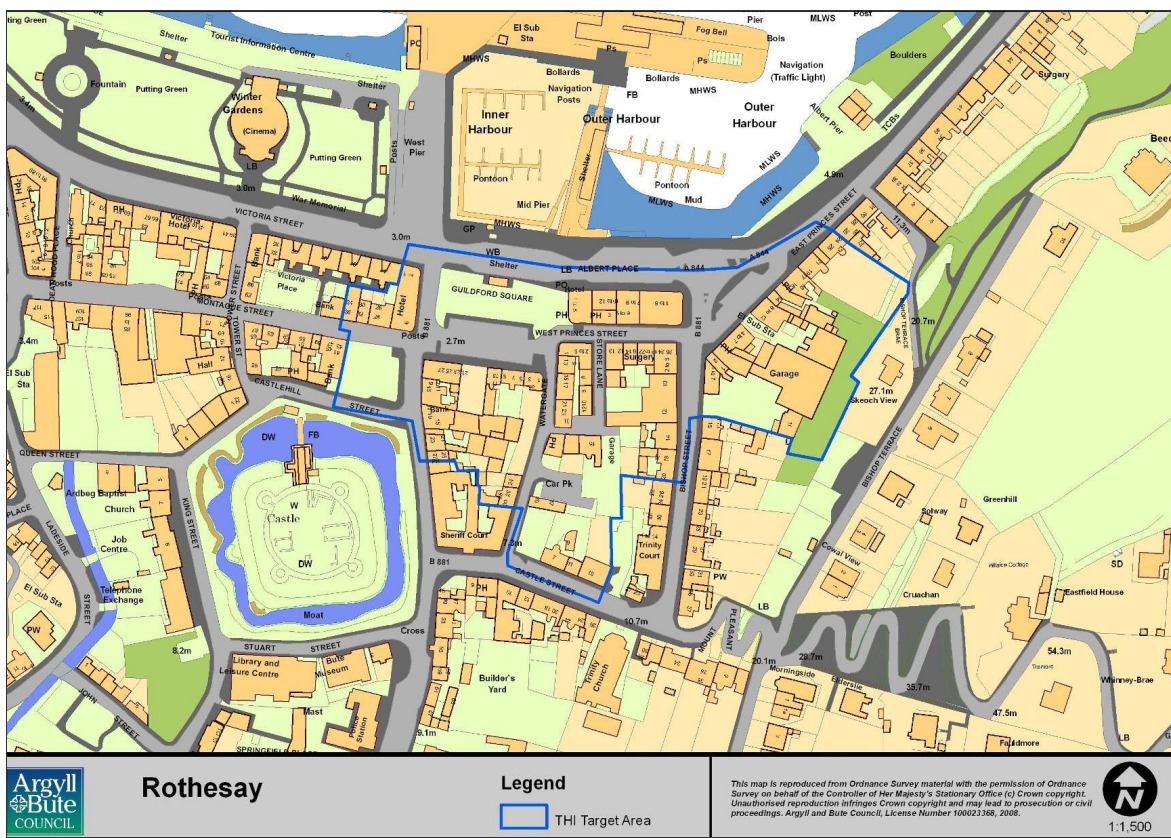
© CROWN

MAP 1: ROTHESAY CONSERVATION AREA SHOWING CHARACTER AREAS



© CROWN (detailed boundary information available from the Planning Department)

MAP 2: ROTHESAY TOWN CENTRE CHARACTER AREA



© CROWN

MAP 3: PROPOSED ROTHESAY THI AREA



---

**ARGYLL & BUTE COUNCIL****Bute and Cowal****DEVELOPMENT AND  
INFRASTRUCTURE SERVICES****Area Committee – Briefing Note  
3<sup>rd</sup> August 2010**

---

**Winter Maintenance Policy and Operational Plan 2010 - 2011**

---

**1. PURPOSE**

To inform Elected Members of the progress towards provision of a revised Policy and Operational Plan for Winter Maintenance Operations 2010 - 2011

**2. RECOMMENDATIONS**

Members are asked to take note of the revised schedule for presentation of documents and the amended scope, in light of the current economic conditions and present Service Review process for Financial Year 2011- 2012

**3. DETAILS**

- 3.1 Presentations to the four Area Committees and Operational teams were completed on 30<sup>th</sup> June. Due to the Area Committee programmes, there is now insufficient time to fully revise documentation and present for approval prior to August meetings.
- 3.2 Revised Programme:- Draft Policy & Plan documents – Sept. Business days  
Revised Policy & Plans for approval – Oct. Area Committees  
Council Policy approval - 4<sup>th</sup> Nov. Executive Committee.
- 3.3 The current economic situation and associated Service Review has highlighted a need to consider a radical rethink on the Winter Service provision for future years. This will involve a further review and potential revision of the current pre-treatment network. It is there for considered prudent to curtail any works towards revising route maps and descriptions this year, for potentially only one season.
- 3.4 The present four priority network, as described within section 4 of the current policy, will there for remain in place for the coming winter season. The works carried out on priority 4 “next most important routes” is however relevant and will be included in updated Operational Plan documents.
- 3.5 With the above budgetary constraints in mind, the preservation of de-icing materials, their storage and circumstances when used, still require amendments and clarifications within the Policy and Operational Plan. Works will continue on these items with a view to presenting amendments as programmed above.

**4. IMPLICATIONS**

- |     |                              |  |
|-----|------------------------------|--|
| 4.1 | Policy                       | Revisions to Policy sections on Service Resilience, Snow Ploughing and Salt Preservation but limited expansion of treatment route details. |
| 4.2 | Financial                    | Operational Revenue budget 2010-2011 = £1.145 M  |
| 4.3 | Personnel                    | Current Standby and Management arrangements continue.  |
| 4.4 | Equalities Impact Assessment | None   |
| 4.5 | Legal                        | None   |

For further information, please contact Callum Robertson – Roads Asset Manager

Sandy MacTaggart  
Executive Director  
Date:- 8<sup>th</sup> July 2010

### B&C Contextual information

in 09 Sep 09 Dec 09 Mar 10 Jun 10 Sep 10 Dec 10

B&C Contextual information		
Jun 10		
Adult Social Work B&C		
Children & Families B&C		
Education B&C		
Facility Services B&C		
Planning B&C		
Roads & Amenity B&C		

Demographic B&C	Population	22,485	
	Dwellings	13,033	

### KPIs for Area Committee B&C

Printed at 10.30am on Tuesday 27th July 2010.

	Target	Actual	Status	Trend
B&C - No of Older People Awaiting FPC within their Homes	0	0		
B&C - No of LD Care Assessments outstanding over 28 Days		0		
B&C - No of MH Care Assessments outstanding over 28 Days		0		
CP5 B&C - No of Children on CPR		9		
% of ALL Planning Apps Processed within timescale in B&C	65.00 %	68.75 %		
% of Building Warrants Apps responded to within 20 days - B&C	80.00 %	97.10 %		
% road area resurfaced/reconstructed - B&C	2.0000 %	4.2000 %		
Car Parks - % cumulative income relative to annual budget figure - B&C	100.00 %	87.64 %		

Customer Feedback B&C		No. of Surveys in period	
			No local data
		No. with Satisfaction above target	

Area Committee Plan B&C		Total No	On track	
Outcomes	6	2	Missing data!	
Actions	30	3		

Risks B&C Area Committee R = A = G =

Risk - % exposure	Await risk management for area risks.		
-------------------	---------------------------------------	--	--

This page is intentionally left blank

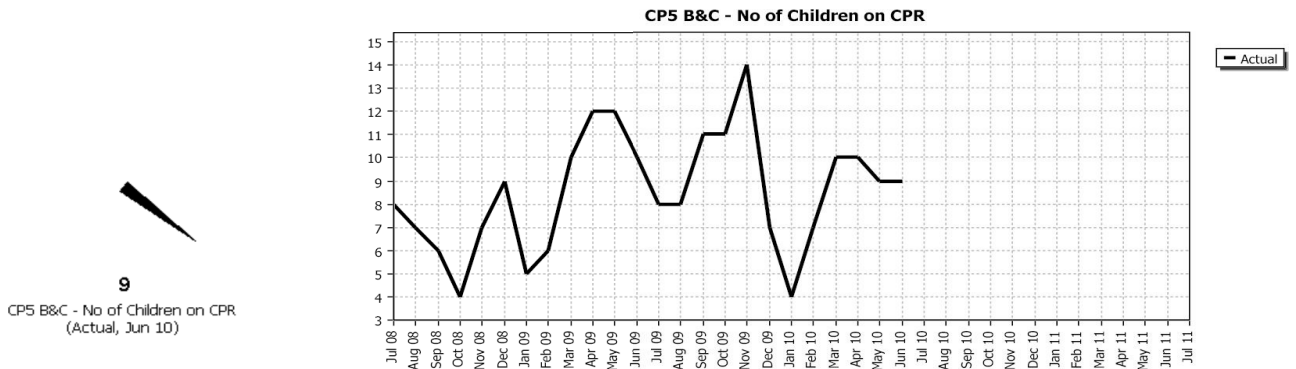
**CP5 B&C - No of Children on CPR (Child Protection)**

Jun 10: 9

The number of children currently on the Child Protection Register (CPR) (at the end of the month) in the Bute & Cowal area.

In charge: [Alex Taylor](#)

Graph



Recent Actions

Type	Header	Person	Date
Values			
			Jul 08 <input type="checkbox"/> → Jul 11 <input type="checkbox"/>
			<b>Actual</b>
	<b>Jul 08</b>		8
	<b>Aug 08</b>		7
	<b>Sep 08</b>		6
	<b>Oct 08</b>		4
	<b>Nov 08</b>		7

CP5 B&C - No of Children on CPR (1. Local PI)

Page 2 of 3

Dec 08	9
Jan 09	5
Feb 09	6
Mar 09	10
Apr 09	12
May 09	12
Jun 09	10
Jul 09	8
Aug 09	8
Sep 09	11
Oct 09	11
Nov 09	14
Dec 09	7
Jan 10	4
Feb 10	7
Mar 10	10
Apr 10	10
May 10	9
Jun 10	9
Jul 10	
Aug 10	
Sep 10	
Oct 10	
Nov 10	
Dec 10	
Jan 11	
Feb 11	
Mar 11	
Apr 11	
May 11	
Jun 11	
Jul 11	

CP5 B&C - No of Children on CPR (1. Local PI)

Page 3 of 3

1 1 1 1

This page is intentionally left blank



% of ALL Planning Apps Processed within timescale in B&C (1. Local PI)

Page 1 of 2

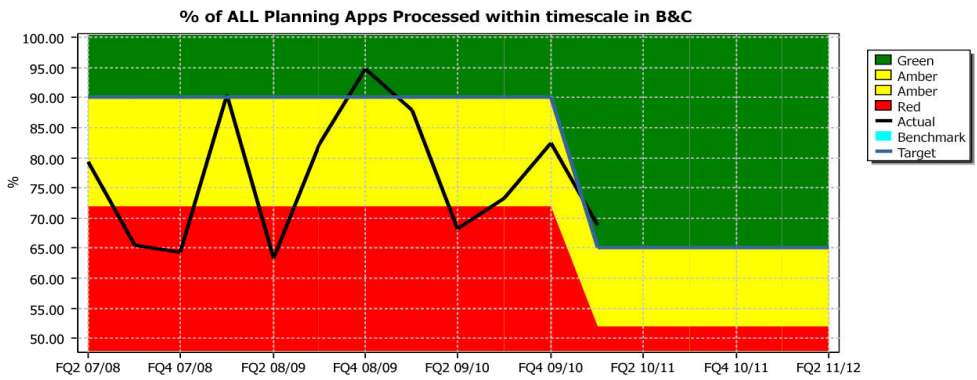
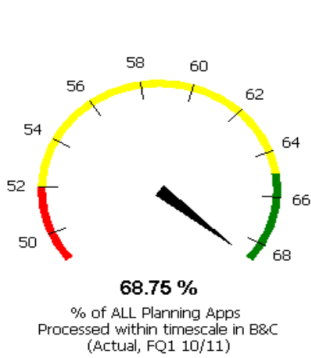
**% of ALL Planning Apps Processed within timescale in B&C (Planning Applications )**

FQ1 10/11: 68.75 %

% of All Planning Applications processed within their statutory timescale in the Bute & Cowal area (information is collated from UNIFORM)

In charge: [Ross McLaughlin](#)

Graph



**Recent Actions**

Type	Header	Person	Date
<input checked="" type="checkbox"/>	SPI roll up: graph re-alignment	Stephen Benham	26/07/2010
<input checked="" type="checkbox"/>	Future Scorecard Measure: % of All Planning Apps Processed within timescale	Stephen Benham	01/07/2010

**Sub-elements**

Type	Name	Value	Colour	Trend
	No. of ALL Planning Apps determined in B&C	64.00 (FQ1 10/11)		

% of ALL Planning Apps Processed within timescale in B&C (1. Local PI)

Page 2 of 2

 No. of ALL Planning Apps Processed within timescale in B&C 44.00 (FQ1 10/11) 

| | | |

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank



Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank

Document is Restricted

This page is intentionally left blank