



BUDGETING PACK 2024/25

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ARGYLL AND BUTE COUNCIL**COUNCIL****FINANCIAL SERVICES****22 FEBRUARY 2024**

INTRODUCTORY REPORT AND RECOMMENDATIONS FOR BUDGET PAPERS

1. EXECUTIVE SUMMARY

- 1.1 This report introduces the full package of papers included in the budget packs in relation to the revenue and capital budget.

REVENUE PACK**Revenue Budget Overview**

- 1.2 This report summarises the overall revenue budget position covering funding, expenditure and savings. It also sets out the assumptions and proposals around non-pay inflation and the cost and demand pressures for inclusion in the revenue budget.
- 1.3 The Local Government Finance Circular 08/2023 was published on 21 December 2023 provides detail of the provisional total revenue and capital funding allocations for 2024-25. The Council's provisional General Revenue Grant is £237.475m (there is also £4.526m of Revenue Specific Grants).
- 1.4 The Council Tax budget for 2023-24 was set at £58.896m. The growth has been estimated at 0.5% for 2024-25 which amounts to £0.294m.
- 1.5 The budget for 2023-24 has been rolled forward into 2024-25 and the changes to the 2024-25 base budget are summarised below:
- Removal of one-off Management/Operational savings of £1.053m
 - Removal of cost pressures relating to 2023-24 only of £0.442m
 - Adjustment re floral displays as agreed at EDI Committee of £0.008m
 - Recognition of the 2023-24 Teachers pay award being agreed at a higher cost than the original estimate by £3.333m
 - Recognition of the 2023-24 SJC pay award being agreed at a higher cost than the original estimate by £2.942m
 - Adjustment to ferries budget of £0.191m following confirmation of specific grant
 - Adjustment to base of £0.024m regarding Council Tax collection rates as a result of the Business Process Review (BPR)
 - Removal of inflationary contingency of £0.058m.
- 1.6 The revised payment to the Health and Social Care Partnership, reflects 2023-24 in year adjustments and the net changes to the settlement in respect of Social Work that we have been directed to pass over to the Health and Social Care Partnership. The revised payment amounts to £74.326m.

- 1.7 There are a number of measures to balance the budget that have previously been agreed at the Council's budget meetings in 2022 and 2023 which have a net effect of reducing the 2024-25 budget gap by £0.093m.
- 1.8 There are a number of other measures to balance the budget that are for Council approval, summarised as follows:
- General inflationary increase of 6% to fees and charges resulting in £0.385m of additional income.
 - 10% reduction to the Live Argyll Management Fee.
 - Strathclyde Pension Fund Gain totalling £2.206m.
 - New management/operational savings amounting to £3.950m.
 - New policy options savings amounting to £1.024m.
- 1.9 The setting of Council Tax should happen on the same day as the Council sets its revenue budget as once all proposals are considered, Council Tax is the balancing figure. The gap noted above is based on acceptance of the Council Tax freeze with funding from the Scottish Government equivalent to 4.8% for Argyll and Bute being made available. In order to get to a balanced budget, Council should consider whether to reject the Council Tax freeze and increase Council Tax by 6.04% to balance the budget. The alternative is that Council would need to fund the gap using reserves or other funds held, which would be a one-off fix, however, Members need to be mindful of the significant gap within the capital programme that requires funding.
- 1.10 The budget gap in the period 2025-26 to 2028-29 across each scenario is summarised in the table below.

Budget Gap	2025-26 £000	2026-27 £000	2027-28 £000	2028-29 £000	Total £000
Best Case	(1,503)	(1,856)	(2,130)	(3,185)	(8,674)
Mid-Range	(6,583)	(12,133)	(15,991)	(21,191)	(55,898)
Worst Case	(20,351)	(38,317)	(55,229)	(73,943)	(187,840)

- 1.11 Five funding requests have been received and Members are asked to give consideration to these requests and how they would be funded.
- Fees and Charges**
- 1.12 This report sets out proposals for increases in fees and charges and the resulting impact on income included in the revenue budget.
- 1.13 The general increase to fees and charges is proposed at 6% for 2024-25 and is expected to generate additional income of £0.385m.
- 1.14 The changes proposed to the Social Work fees and charges are noted within the report and have been the subject of a report to the Integrated Joint Board on 31 January 2024.
- 1.15 Harbour Fees have been increased by 3%. This 3% increase is ring fenced to fund asset improvement and sustainability within the piers and harbours. This is estimated

to generate additional income of £0.279m. No general inflationary increase has been proposed for piers and harbours dues in order that the service is cost neutral.

Financial Risks Analysis 2024-25

- 1.16 This report set out the risks identified as part of preparing the revenue budget and makes an assessment of the potential financial impact of these. The financial risks are monitored routinely throughout the year and actions put in place to mitigate risks.
- 1.17 There are 6 Council wide revenue risks identified for 2024-25 currently amounting to £6.833m. One of these risks have been classified as likely and four as possible as follows:
- The pay award exceeding 3% has been categorised as likely although the expectation is that additional funding would be forthcoming from Scottish Government for an enhanced pay award, which has been the case for the last 2 years.
 - Energy costs increasing by more than 20% greater than projected has been categorised as possible due to ongoing rising costs;
 - The IJB referring to the Council for additional funding should they have insufficient reserves has been categorised as possible;
 - A 1% variation in council tax income which is uncertain due to the current cost of living crisis impacting collection rates has been categorised as possible;
 - A 1% variation of general inflation risk is categorised as possible.
- 1.18 There are currently 38 departmental risks totalling £5.080m. Five of the 38 departmental risks are categorised as likely with no risks categorised as almost certain.

Reserves and Balances

- 1.19 This report summarises the reserves and balances, sets out an analysis of risk around the adequacy of reserves and balances and proposes a level of contingency to be held in the General Fund Reserve.
- 1.20 The Council had a total of £93.828m usable reserves as at 31 March 2023. Of this balance, £2.916m relates to the Repairs and Renewals Fund, £4.503m relates to Capital Funds and the remainder of £86.409m is held in the General Fund, with £79.466m of this balance earmarked for specific purposes.
- 1.21 The General Fund contingency level remains at 2% of net expenditure. This monetary level has been adjusted to take account of the revised net revenue expenditure proposed for 2024-25. The revised contingency at 2% of net expenditure amounts to £6.120m.
- 1.22 Due to the pressure on the capital programme, officers have conducted a review of the earmarked balances and have agreed release of earmarkings totalling £2.212m which could assist with some of the gap in the capital programme.

1.23 The table below summarises the position of the unallocated General Fund balance.

Heading	Detail	£000	£000
Unallocated General Fund as at 31 March 2023	This is the balance that is unallocated over and above the 2% contingency which amounts to £5.691m		1,252
Allocation to General Fund for 2023-24 budget	Per Budget Motion at Council on 23 February 2023		19
Earmarked Balances no longer required	Amounts previously earmarked that can be released back to the General Fund		2,316
Transfer of contingency to maintain 2% level			(429)
Forecast Outturn for 2023-24 as at 31 December 2023			(91)
Allocation from unallocated general fund balance during the year			(8)
Estimated costs associated with weather incident not claimable through Bellwin scheme			(839)
Estimated Unallocated General Fund Balance as at 31 March 2024			2,220

CAPITAL PACK

Capital Plan Summary

- 1.24 This report details the revisions proposed to the capital plan approved in February 2023 for the period 2024-25 to 2025-26 and extends the capital plan for a further year to 2026-27. The revisions are based on updated capital funding assumptions, phasing and cost changes.
- 1.25 The annual General Capital Grant for 2024-25 was estimated when the plan was agreed last year to be £9.771m. This estimation was based on the Capital Spending Review undertaken by Scottish Government which advised that the capital settlements were likely to stay constant over the next five years. The updated General Capital Grant based on the settlement is £8.834m and is therefore a

£0.937m reduction on the previous estimate. This creates a gap of £1.782m across the life of the capital programme.

- 1.26 The amount of capital resources allocated to Private Sector Housing Grant (PSHG) is £1.033m per annum, similar to previous years.
- 1.27 In addition to the £8.834m general capital grant there is ring-fenced funding of £0.379m for Walking Cycling & Safer Streets which will also be built into the capital programme.
- 1.28 The restricted capital funding of £5.122m is noted within Appendix 2 of the Capital Plan Summary Report. This relates to income which is restricted to specific projects and this has been matched with expenditure against the projects, thereby showing the gross cost of the projects.
- 1.29 A comparison between the capital plan as at December 2023, including the new block allocation for 2026-27, has been compared to the estimated funding and there is gap up to 2026-27 of £2.076m. After adjusting for further anticipated pressures the total gap within the capital programme is £29.843m. Borrowing could be taken out to cover the gap in the programme however this creates a revenue cost. Every £1m of borrowing for the capital programme creates a revenue pressure of circa £0.064m on average per annum which has not been built into the revenue budget overview report.
- 1.30 There are four significant areas contributing towards the total gap of £29.384m which are detailed within the capital report and are as follows:
- Removal of Reinforced Autoclaved Aerated Concrete (RAAC) from the Council's Learning Estate - £3m
 - Weather event not claimable through Bellwin scheme - £4.348m
 - Rothesay Pavilion - £8.859m
 - Learning Estate Investment Programme (LEIP) - £11.560m

While the costs associated with RAAC and the weather incident are unavoidable, Members will be required to make decisions regarding the proposals relating to Rothesay Pavilion and LEIP.

- 1.31 Although the direct impact of COVID on most local services has reduced or even ceased altogether over the last 12 months, COVID-19 in conjunction with the UK exit from the European Union and the Russian invasion of Ukraine, continues to affect worldwide supply chains. This has the impact of reducing the availability of supplies and materials resulting in significant cost increases through a combination of higher prices and longer materials delivery lead times.

Corporate Asset Management Strategy and Plan

- 1.32 This report outlines the overall principles, policies and priorities within the Councils Asset Management Strategy and Plan.

- 1.33 This report identifies key issues for this planning cycle in managing the asset base, the proposed actions and any risk assets not addressed through the proposed Capital Plan. It includes the Group and Service Asset Management Plan summary templates.

2. RECOMMENDATIONS

2.1 It is recommended that the Council:

- a) Approve the revenue estimates for 2024-25 and that consequently the local tax requirement estimated at £63.114m is funded from Council Tax. Approve the following rates and charges for the year, 2024-25:
 1. Council Tax to be paid in respect of a chargeable dwelling in Band “D” of £1,568.54 representing a 6.04% increase.
 2. Council Tax to be paid in respect of a chargeable dwelling in each of the other valuation bands in accordance with Section 74(1) of the Local Government Finance Act 1992 as amended.
 3. Business Rates as determined by Scottish Ministers.
- b) Approve the revenue budget for 2024-25 as set out in the revenue budget overview report.
- c) In respect of the gain received from the reduction in the Strathclyde Pension Employer’s Contribution rate between 17.5% and 6.5% over 2024-25 and 2025-26:
 1. Note that £2m is proposed to be used towards the Council revenue budget each year over the next 4 years (see management/operational savings).
 2. Agree that the balance remaining attributable to all Council employees is transferred to the General Fund and set aside for transformational/spend to save projects.
 3. Agree that HSCP projects that fit the above criteria (point 2 above) be eligible for funding up to the value of £6.106m with the release of any funding delegated to the Chief Executive and the Executive Directors of the Council.
 4. Note that reports on the drawdowns from the General Fund balance will be submitted to Policy and Resources Committee as part of the monitoring pack.
- d) Approve a base allocation to the Health and Social Care Partnership of £74.326m for 2024-25. Approve indicative base allocations for 2025-26 of £74.326m and 2026-27 of £77.379m. The level of future years funding is subject to the level of Scottish Government funding and the Council’s overall financial position in future years.
- e) Endorse the new management/operational savings as outlined in Appendix 5 of the revenue budget overview report and approve the policy savings options as outlined in Appendix 6 of the revenue budget overview report.

- f) Consider the five funding requests received as set out within Appendix 8 of the Revenue Budget Overview Report.
- g) Approve the following in relation to fees and charges with effect from 1 April 2024 unless otherwise noted:
1. Approve the proposals for the fees and charges inflationary increase of 6% and approve the charges that are over and above inflation. Note that this would generate additional income of £0.385m in total.
 2. Approve no increase to school meal charges in 2023-24 as detailed in section 3.6.2 of the Fees and Charges report.
 3. Approve the changes proposed to the Social Work fees and charges.
 4. Approve all other charges as noted within the Fees and Charges Schedule.
- h) Note the financial risks analysis.
- i) Approve the contingency level for the General Fund balance at a level of 2% of net expenditure, equivalent to £6.120m and note the report on reserves and balances.
- j) Approve the capital plan as set out in Appendix 3 of the capital plan summary report, noting that consideration needs to be given as to how to fund the £29.384m gap.
- k) In respect of LEIP:
1. Note the successful award of a major bid funding bid;
 2. Note the funding provided by Scottish Government is not a capital grant for full cost of project – in summary SG will provide **up to 50%** of eligible costs over a 25 year period following completion. The Council will require to pay the total cost up front;
 3. Note due to the 1year time delay of LEIP announcement the requirement to open the new Campus by December 2027 (which was the original timescale) cannot be met – now forecast for October 2028 at earliest;
 4. Note the updated timescale programme forecast as outlined at **Appendix A + B**;
 5. Consider overall affordability of project as outlined at **Appendix C** and determine whether:
 1. Proceed with the LEIP Project in the knowledge that Members will be required to take hard decisions to reduce other Council areas of capital and / or revenue spend, in future revenue budgets / capital programmes.
Or
 2. Not to proceed with the current LEIP Project based on current capital affordability considerations and as an alternative develop a programme of significant building fabric upgrade works to (a) prolong the operational life and (b) enhance learning and teaching spaces of

the existing school buildings (Primary and Secondary) at Tobermory using £9m of previously earmarked funds.

- l) In respect of Rothesay Pavilion note that a further paper will be available for Members at the Special Meeting of the Council prior to the budget meeting which will provide detailed information on the project and recommendations for consideration.

- m) Approve the Corporate Asset Management Strategy and Plan including the Asset Group Summaries.

3. IMPLICATIONS

- 3.1 Policy – There are policy implications associated with proposals to balance the revenue budget as well as the policy options that have been subject to employee consultation.
- 3.2 Financial – The report outlines the revenue budget position over 2024-25 to 2028-29 and the funding and commitments for the capital plan 2024-27.
- 3.3 Legal – Any legal implications have and will be considered when developing the savings options required for the revenue budget. The funding for new capital expenditure may not address all the statutory and regulatory requirements in relation to health and safety.
- 3.4 HR – Any HR implications have and will be considered when developing savings options required for the revenue budget. There are risks that the capital funding available will have an impact on the sustainability of the property design team and the design team within Roads and Amenity Services.
- 3.5 Fairer Scotland Duty – See Below
 - 3.5.1 Equalities - Equality and Socio-Economic Impact Assessments have been carried out where appropriate for savings options already agreed or developed. Equality and Socio-Economic Impact Assessments will be a key consideration in developing future savings proposals. These assessments can be found on the Councils website here: [Equality and Socio-Economic Impact Assessments \(argyll-bute.gov.uk\)](https://www.argyll-bute.gov.uk)
 - 3.5.2 Socio-Economic Duty - Equality and Socio-Economic Impact Assessments have been carried out where appropriate for savings options already agreed or developed. Equality and Socio-Economic Impact Assessments will be a key consideration in developing future savings proposals.
 - 3.5.3 Islands Duty – Islands duty is considered as part of the Equality and Socio-Economic Impact Assessments

- 3.6 Climate Change – The Council is committed to addressing climate change and reviews of how Services are delivered is ongoing within the available budget resources.
- 3.7 Risk – There is a separate report assessing financial risks and there is also an overall assessment of risk included within the separate report on Reserves and Balances. In respect of the capital programme, there are risks around the level of capital receipts, ongoing cost increases, grant funding, future pressures and there are a number of other risks highlighted within the corporate asset management plan.
- 3.8 Customer Service – There may be some customer service implications arising from previously agreed savings options and the new policy options. Future customer service implications will be considered when developing savings options.
- 3.9 The Rights of the Child (UNCRC) - None

Kirsty Flanagan
Executive Director/Section 95 Officer
6 February 2024

Policy Lead for Finance and Commercial Services: Councillor Gary Mulvaney

For further information please contact Anne Blue, Head of Financial Services
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ARGYLL AND BUTE COUNCIL**COUNCIL****FINANCIAL SERVICES****22 FEBRUARY 2024**

REVENUE BUDGET OVERVIEW 2025-26 to 2028-29

1. EXECUTIVE SUMMARY

- 1.1 This report summarises the position with regard to the key issues surrounding the revenue budget estimates and setting of council tax for 2024-25. It also provides budget estimates for 2025-26 to 2028-29; within the report the mid-range estimates are noted, with the best case and worse case estimates included in Appendix 1.
- 1.2 The Local Government Finance Circular 08/2023 was published on 21 December 2023 provides detail of the provisional total revenue and capital funding allocations for 2024-25. The Council's provisional General Revenue Grant is £237.475m (there is also £4.526m of Revenue Specific Grants). There is also an expectation that additional funding will be received during the year in respect of the increase to the Teachers Pension Scheme. It is expected that there will be an announcement as part of the UK Spring Budget in respect of funding for the increase to the Teachers Pension Scheme (from 1 April 2024). If this is the case, this will provide Barnett Consequentials that the Scottish Government confirmed on 2 February 2024 will be passed onto Local Government and additional funding of £1.427m has been assumed.
- 1.3 The Council Tax budget for 2023-24 was set at £58.896m. In terms of the growth in the council tax base, throughout the year a growth of 0.5% was assumed within the mid-range scenario (0.25% in worst case and 0.75% in best case). The growth in future years remains the same as 2024-25 in all scenarios. The 0.5% growth in 2024-25 amounts to an estimated increase of £0.294m.
- 1.4 Throughout the year there was an assumption of an approval of a 5% increase in Council Tax in 2024-25 in all scenarios. It was estimated that the 5% increase would generate £2.960m in additional income. The 2024-25 Scottish Government Draft Budget has made available £144m to fund a freeze in Council Tax across each of Scotland's 32 local authorities. The funding earmarked is equivalent to a 5% net increase in Council Tax nationally, taking into account the average rise in Council Tax in 2023-24. Our indicative allocation is £2.860m, which is £0.100m less than we had estimated, meaning the funding is equivalent to a 4.8% increase for Argyll and Bute.
- 1.5 The budget for 2023-24 has been rolled forward into 2024-25 and the main changes to the 2024-25 base budget are summarised below:
- Removal of one-off Management/Operational savings of £1.053m
 - Removal of cost pressures relating to 2023-24 only of £0.442m

- Adjustment for additional budget allocated for floral displays during 2023-24 of £0.008m
- Recognition of the 2023-24 Teachers pay award being agreed at a higher cost than the original estimate by £3.333m
- Recognition of the 2023-24 SJC pay award being agreed at a higher cost than the original estimate by £2.942m
- Adjustment to ferries budget of £0.191m following confirmation of specific grant
- Adjustment to base of £0.024m regarding Council Tax collection rates as a result of the Business Process Review (BPR)
- Removal of inflationary contingency of £0.058m.

1.6 The employee cost changes for 2024-25 amount to a £1.718m reduction and this includes pay inflation, increments, employee base changes, the increase to the teachers pension scheme rate and the gain from the Strathclyde Pension Fund (both recurring and one-off).

1.7 Only unavoidable/inescapable inflation has been included within 2024-25 and this amounts to £3.351m. This includes utilities, catering purchases, contract inflation, and landfill tax.

1.8 There are a number of cost and demand pressures for 2024-25, amounting to £2.995m summarised as follows:

- Housing Benefits Admin Grant £0.040m
- IFRS16 Implementation £0.018m
- ASN Support £0.198m
- Sustainable rate for partner providers £0.327m
- NPDO/HUB Schools 2023-24 inflation £0.480m
- Leisure SLA's 2023-24 inflation £0.010m
- Repairs and Maintenance – Helensburgh Leisure Complex £0.105m
- Print and Mail Room £0.063m
- Depots Unachievable saving £0.108m
- Waste - PPP 2023-24 Inflation £0.255m
- Waste – Persistent Organic Pollutants £0.150m
- Waste – Increased Gate Fees £0.162m
- Local Development Plan £0.050m
- Export Health Certificates £0.090m
- Rightsize Insurance budgets £0.126m
- Civica Revenue and Benefits System £0.063m
- Piers and Harbours rightsizing of budget £0.500m
- Scottish Welfare Fund £0.250m

1.9 The revised payment to the Health and Social Care Partnership, reflects 2023-24 in year adjustments and the net changes to the settlement in respect of Social Work that we have been directed to pass over to the Health and Social Care Partnership. The revised payment amounts to £74.326m.

1.10 The budget gap prior to any measures to balance the budget is a deficit of £10.167m in 2024-25.

1.11 There are a number of measures to balance the budget that have previously been agreed at the Council's budget meetings in 2022 and 2023 which have a net effect of reducing the 2024-25 budget gap by £0.093m.

1.12 On 23 November 2023, Council agreed a new policy relating to the council tax treatment of second and long-term empty homes. The implementation of a double charge on these properties is estimated to generate an additional £4m of income in 2024-25, rising slightly in future years.

1.13 There are a number of other measures to balance the budget that are for Council approval, summarised as follows:

- General inflationary increase of 6% to fees and charges resulting in £0.385m of additional income.
- 10% reduction to Live Argyll management fee.
- Strathclyde Pension Fund Gain totalling £2.206m (part of Council gain and Live Argyll gain).
- New management/operational savings amounting to £3.950m.
- New policy options savings amounting to £1.024m.

The budget gap after the measures to balance the budget is a deficit of £0.715m in 2024-25.

1.14 The setting of Council Tax should happen on the same day as the Council sets its revenue budget as once all proposals are considered, Council Tax is the balancing figure. The gap noted above is based on acceptance of the Council Tax freeze with funding from the Scottish Government equivalent to 4.8% for Argyll and Bute being made available. In order to get to a balanced budget, Council should consider whether to reject the Council Tax freeze and increase Council Tax by 6.04% to balance the budget. The alternative is that Council would need to fund the gap using reserves or other funds held, which would be a one-off fix, however, Members need to be mindful of the significant gap within the capital programme that requires funding.

1.15 The budget gap over the period 2025-26 to 2028-29 across each scenario is summarised in the table below.

Budget Gap	2025-26 £000	2026-27 £000	2027-28 £000	2028-29 £000	Total £000
Best Case	(1,503)	(1,856)	(2,130)	(3,185)	(8,674)
Mid-Range	(6,583)	(12,133)	(15,991)	(21,191)	(55,898)
Worst Case	(20,351)	(38,317)	(55,229)	(73,943)	(187,840)

- 1.16 The Council are asked to consider four funding requests summarised within Appendix 8. Members are asked to give consideration to these requests and how they would be funded.

REVENUE BUDGET OVERVIEW 2025-26 to 2028-29

2. INTRODUCTION

- 2.1 This report summarises the position with regard to the key issues surrounding the revenue budget estimates and setting of council tax for 2024-25. It also provides budget estimates for 2025-26 to 2028-29; within the report the mid-range estimates are noted, with the best case and worse case estimates included in Appendix 1.
- 2.2 Regular reports on the budget outlook 2024-25 to 2028-29 have been presented to Members throughout the year. Reports were presented to the Policy and Resources Committee on 11 May 2023, 10 August 2023, 12 October 2023 and 7 December 2023.

3. DETAIL**3.1 Funding****Finance Settlement**

- 3.1.1 The Scottish Budget was announced by the Deputy First Minister on 19 December 2023 and the Local Government Finance Circular 08/2023 was published on 21 December 2023 providing detail of the provisional total revenue and capital funding allocations for 2024-25 (one year only). The provisional total funding allocations form the basis for the annual consultation between the Scottish Government and COSLA ahead of the Local Government Finance (Scotland) Order 2024 presented to the Scottish Parliament. The Finance Order is due to be laid in Parliament on 7 February with Stages 1-3 between 8 February and 27 February with the Finance Order Debate taking place on 28 February.
- 3.1.2 The Circular outlines that the Scottish Government will work in partnership with local government to implement the budget and the joint priorities in return for the full funding package worth £13.9 billion which includes:
- £950.9m of funding that has now been baselined into the General Revenue Grant, as part of the commitment under the Verity House Agreement to review ring-fenced funding;
 - £230m to deliver the payment of £12 per hour minimum pay settlement for adult social care workers in commissioned services via agreed contract uplifts;
 - £11.5m to support the uprating of Free Personal and Nursing Care rates;

- £6m to support the expansion of the Free School Meals policy;
- £6.8m for Discretionary Housing Payments;
- £145.5m to support additional teachers and support staff;
- £242m to support teacher pay uplifts; and
- £266.2m to support local government pay.

3.1.3 The 2004-25 Scottish Government Draft Budget also made available £144m to fund a freeze in Council Tax across each of Scotland's 32 local authorities. The funding earmarked is equivalent to a 5% net increase in Council Tax nationally, taking into account the average rise in Council Tax in 2023-24, whilst recognising that inflationary pressures have eased in the last 12 months.

Scottish Government Funding for Argyll and Bute Council

3.1.4 The funding excluding ring-fenced grants for 2023-24 noted within the February 2023 budget pack was £221.607m. The funding for 2024-25, excluding ring-fenced grants is £237.475m as outlined within the Finance Circular.

3.1.5 The table below represents the changes between 2023-24 and 2024-25:

	£000	£000
Funding Budget 2023-24 as per budget pack		221,607
<i>SG Policy Commitments – Health and Social Care:</i>		
Self Directed Support	5	
Kinship and Foster Care	207	
		212
<i>SG Policy Commitments – Council:</i>		
Discretionary Housing Payments & Other	900	
Adjustments to Finance Order	(67)	
SNCT Pay	2,392	
Ukraine Refugee Resettlement Teams	54	
Summer Programmes	53	
Further Ukraine Funding	559	
Climate Intelligence Service	(7)	
Temporary Accommodation	47	
Education Psychologists	15	
Teacher Induction Scheme	33	
Employability Staffing	213	
		4,192
Local Government Pay		2,739
Rounding		2
Updated Funding 2023-24 (FC 8/2023)		228,752
Updating of Indicators		714
Specific Grants now part of General Revenue Grant		7,609
Change to the floor		(3,020)

Remove one-off allocations		(934)
Indicators Still to be Distributed (Discretionary Housing Payments and Scottish Disability Assistance)		(1,002)
SG Policy Commitments – Health and Social Care		290
SG Policy Commitments – Council		64
Teachers Pay		895
Local Government Pay		4,107
Provisional Settlement 2024-25 (FC 8/2023)		237,475

- 3.1.6 If you compare the settlement of £237.475m to the finalised cash funding in 2023-24 the funding has increased by £8.723m – in cash terms. However, this is not a like-for-like comparison as there is some funding in 2023-24 that was one-off, some funding for 2024-25 that still has to be distributed and there is also funding that was previously specific grant that is now part of the general revenue grant so this needs to be accounted for. The like-for-like cash terms comparison is an increase of £3.050m or 1.30%

	£000	£000
2023-24	228,752	
Ukraine Refugee Resettlement Teams	(54)	
Summer Programmes	(53)	
Further Ukraine Funding	(559)	
Climate Intelligence Service	7	
Temporary Accommodation	(47)	
Education Psychologists	(15)	
Employability Staffing	(213)	
Specific Grant now GRG	7,609	
2023-24 Settlement for comparison		235,427
2024-25 Settlement	237,475	
Teachers Induction	33	
Discretionary Housing Benefit	900	
Scottish Disability Assistance	69	
2024-25 Settlement for comparison		238,477
Increase		3,050
Increase %		1.30%

- 3.1.7 Although there has been a cash increase, much of the cash increase is due to additional funding either to support pay or directed towards Scottish Government Policy. Adjusting for these amounts (£0.290m, £0.064m, £0.895m & £4.107m) the increase swings to a reduction to funding of -£2.306m or -0.98% for core services.

- 3.1.8 In considering the assumption related to future years funding, I have reflected on the funding change in the last 4 years after accounting for new policy commitments:

- 2021-22 funding increase of 0.39%.
- 2022-23 funding decrease of 0.01%
- 2023-24 funding increase of 0.09%
- 2024-25 funding decrease of 0.98%

The spending review published in May 2022 had indicated that the total budget for Local Government would remain flat cash until 2027-28, however, this was not the case for 2024-25. There was also a recent announcement of an additional £600m for English Councils and at the time of writing it is unclear as to whether the Barnett Consequentials for this funding will be passed over to Scottish Councils.

3.1.9 It may be prudent to assume a funding reduction in the mid-range scenario for future years in light of the 2024-25 settlement. However, I suggest waiting until we know whether the consequentials in respect of the English Councils additional funding is passed over, the UK budget announcement in March and the Scottish Governments refreshed medium term spending plan before finalising the assumption. Meantime the current assumptions will remain, that is a range between a 0.5% increase (best case) and 0.5% reduction (worst case) with a mid-range reduction of flat cash. This will be kept under close review.

3.1.10 On 27 October 2023 the Department for Education (DfE) published the outcome of the 2020 valuation of the Teachers' Pension Scheme (TPS). A 5% increase in the employer contribution rate has been confirmed, to take effect from 1 April 2024 to ensure that the scheme continues to meet present and future obligations. The UK Government has confirmed (with an announcement expected as part of the UK Budget in March) that it will provide additional funding to cover the rate increase for directly funded scheme employers (e.g. schools) in England and there should therefore be Barnett Consequentials that flow through to Scotland for this. The Scottish Government confirmed on 2 February 2024 that any funding associated with this will be passed onto Local Government. There is a risk that the funding quantum is insufficient or there is a shortfall due to the distribution formula, however, at this stage we are estimating that the additional cost of £1.427m will be fully funded.

Council Tax

3.1.11 The Council Tax budget for 2023-24 was set at £58.896m. This included a 5% increase and a 1.5% growth in the council tax base. This is the starting position for 2024-25.

3.1.12 In terms of the growth in the council tax base, throughout the year a growth of 0.5% has been assumed within the mid-range scenario (0.25% in worst case and 0.75% in best case). The 0.5% growth in 2024-25 amounts to an estimated increase of £0.294m. The growth in future years remains the same as 2024-25 in all scenarios.

3.1.13 Throughout the year there was an assumption of an approval of a 5% increase in Council Tax in 2024-25 in all scenarios. It was estimated that the 5% increase would generate £2.960m in additional income. The 2024-25 Scottish Government Draft Budget has made available £144m to fund a freeze in Council Tax across each of Scotland's 32 local authorities. The funding earmarked is equivalent to a 5% net increase in Council Tax nationally, taking into account the average rise in Council Tax in 2023-24. Our indicative allocation is £2.860m, which is £0.100m less than we had estimated, meaning the funding is equivalent to a 4.8% increase for Argyll and Bute.

3.1.14 As part of the 2023-24 budget setting process, a business process review was undertaken of the Revenues and Benefits Service where one of the outcomes was anticipated increased Council Tax recoveries equating to £0.264m in 2024-25. Furthermore, the creation of the self-funded Counter Fraud team also ensures minimum additional collections of £0.085m in 2024-25. These additional Council Tax recoveries total £0.349m in 2024-25 with the recoveries reducing in future years.

3.1.15 The estimated Council Tax income over the next five years (excluding future years Council Tax increases, which are dealt with later in the report) is noted in the table below.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Council tax budget 2023-24	58,896	58,896	58,896	58,896	58,896
Growth at 0.5% in all years	294	590	887	1,186	1,486
Council Tax Freeze funding	2,860	2,860	2,860	2,860	2,860
Council Tax Review and Counter Fraud Income	349	200	202	204	206
Total Council Tax Income	62,399	62,546	62,845	63,146	63,448

Total Funding

3.1.16 The table below summarises the total estimated funding over the next five years within the mid-range scenario.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Scottish Government funding	237,475	237,171	237,171	237,171	237,171
Funding for Teachers Pension increase	1,427	1,427	1,427	1,427	1,427
Council Tax income	62,399	62,546	62,845	63,146	63,448
Total Funding	301,301	301,144	301,443	301,744	302,046

3.2 Base Budget

3.2.1 As with previous years the base budget for 2024-25 is the current years approved budget adjusted for any:

- one-off items included within 2023-24 that are not carried forward into 2024-25;
- previously agreed items for future years; and
- funding adjustments since the 2023-24 budget was agreed.

3.2.2 The split of the base budget across services and other central commitments is based on a snapshot of the copy budget for 2023-24 as this is the most up to date budget provision reflecting any coding improvements and virements up until this time.

3.2.3 The base budget for 2024-25 is £284.536m. The changes to the base budget are as follows:

- Removal of one-off Management/Operational savings of £1.053m
- Removal of cost pressures relating to 2023-24 only of £0.442m
- Adjustment for additional budget allocated for floral displays during 2023-24 of £0.008m.
- Recognition of the 2023-24 Teachers pay award being agreed at a higher cost than the original estimate by £3.333m
- Recognition of the 2023-24 SJC pay award being agreed at a higher cost than the original estimate by £2.942m
- Adjustment to ferries budget of £0.191m following confirmation of specific grant
- Adjustment to base of £0.024m regarding Council Tax collection rates as a result of the Business Process Review (BPR)
- Removal of inflationary contingency of £0.058m.

3.2.4 Although the majority of the funding from the Scottish Government is not strictly ring-fenced, there are many elements of the funding that are directed to deliver on Scottish Government policy. The base budget needs to be adjusted to reflect the additional costs for delivering on these

directions and the budget increase is limited to the funding provided. The adjustments for the Council are listed in the table below and it should be noted that any relating to the HSCP are detailed at section 3.6 of the report.

	Increase / (Decrease) £000
Early Learning and Childcare (transferred from specific grant to general revenue grant)	7,607
School Meals Funding Increase	61
Scottish Disability Assistance not distributed yet (50% Educ/50% HSCP)	(34)
Net Increase	7,634

3.2.5 The revised base budget over the next five years is summarised in the table below.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Base Budget 2023-24	284,536	284,536	284,536	284,536	284,536
Remove one-off management/operational savings from 2023-24	1,053	1,045	1,045	1,045	1,045
Remove one off cost pressures from 2023-24	(442)	(442)	(442)	(442)	(442)
Adjustment for additional budget allocated for floral displays during 2023-24	8	8	8	8	8
Pay Award – Teachers	3,333	3,333	3,333	3,333	3,333
Pay Award – SJC	2,942	2,942	2,942	2,942	2,942
Adjustment to ferries budget following	(191)	(191)	(191)	(191)	(191)

confirmation of funding					
Adjustment to base as a result of BPR	24	24	24	24	24
Removal of inflationary contingency no longer required	(58)	(58)	(58)	(58)	(58)
SG Policy Directions	7,634	7,634	7,634	7,634	7,634
Revised Base Budget	298,839	298,831	298,831	298,831	298,831

3.3 Employee Costs

- 3.3.1 Financial Services have populated salary templates with details of the current establishment and where necessary liaised with budget holders to confirm their staff. The templates calculate the next years pay bill including superannuation and national insurance contributions. The cost of the employees from the template is compared to the previous year and reasons for differences explained.
- 3.3.2 In terms of the level of employee budgets for 2024-25, the expectation would be that the budget would reflect the 2023-24 budget plus any increase due to incremental progression, inflation and any other unavoidable employee cost increases less previously approved employee budget savings. For 2024-25 there is an overall decrease in the employee budget base of £0.007m (excluding Social Work).
- 3.3.3 The 2024-25 pay award has not been agreed yet and therefore an estimate will require to be built into the budget. In terms of assumptions, I have assumed a pay award in 2024-25 of 3%. For future years, the mid-range scenario has been scaled back to 2% on the basis that it is expected that as inflation reduces, pay awards could also reduce. It is acknowledged that as the pay award is not yet agreed it could differ from this estimate so a financial risk has been recognised within the Financial Risks Analysis Report.
- 3.3.4 The cost of employee increments for 2024-25 equates to £0.605m. Every year it is assumed that most employees will be on the top of the scale and therefore there should be no further incremental cost, however, there is still a turnover on the employee base and as a result, staff may leave who are on the top point of the grade, with a new/transferred employee commencing on the bottom point of the grade. This gives rise to an incremental cost which can be partly offset by a decrease to the employee base. For 2024-25 the increment is based on the actual calculated cost. For future years the cost of employee increments is based on 50% of the 2024-25 increment in the

best case scenario and 100% of the 2024-25 increment in the mid-range and worst case scenario.

3.3.5 On 27 October 2023 the Department for Education (DfE) published the outcome of the 2020 valuation of the Teachers' Pension Scheme (TPS). A 5% increase in the employer contribution rate has been confirmed, to take effect from 1 April 2024 to ensure that the scheme continues to meet present and future obligations. The UK Government has confirmed (with an announcement expected as part of the UK Budget in March) that it will provide additional funding to cover the rate increase for directly funded scheme employers (e.g. schools) in England and there should therefore be Barnett Consequentials that flow through to Scotland for this. The Scottish Government confirmed on 2 February 2024 that any funding associated with this will be passed onto Local Government. There is a risk that the funding quantum is insufficient or there is a shortfall due to the distribution formula, however, at this stage we are estimating that the additional cost of £1.427m will be fully funded.

3.3.6 The Strathclyde Pension Fund (SPF) has reported an exceptionally strong set of results with a surplus of almost £9bn which will allow a reduction in the employer contribution rate. The largest employers, including 12 councils of which Argyll and Bute Council is one, will see a reduction in their employer contributions from 19.3% to 6.5% over the next two years, before reverting to a sustainable long-term rate in the third year of 17.5%. The recurring saving associated with the long term reduction to 17.5% is estimated to be £1.085m and this has been built into the budget.

There is also a one-off saving in the first two years associated with a reduction to 6.5% of £6.875m in each year. It is recommended that the saving in each of these years is transferred to the General Fund to be set aside for transformational/spend to save projects that would create a saving in revenue in the future. This will be covered in paragraph 3.7.1.

3.3.7 The changes to the employee budgets estimated over the next five years for Council services are summarised in the table below. The employee cost increases relating to the Health and Social Care Partnership are summarised within paragraph 3.6.6.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Pay Award	4,217	7,350	10,546	13,806	17,131
Increments	605	1,210	1,815	2,420	3,025
Change to employee base	(7)	(7)	(7)	(7)	(7)
Teachers Pension Scheme increase	1,427	1,427	1,427	1,427	1,427

One-off element of SPF reduction	(6,875)	(6,875)	0	0	0
Recurring element of SPF reduction	(1,085)	(1,085)	(1,085)	(1,085)	(1,085)
Total Employee Increases	(1,718)	2,020	12,696	16,561	20,491

3.4 Non-Pay Inflation

3.4.1 The position remains that only unavoidable/inescapable inflation has been included for 2024-25, this is with a view to only including a provision in the budget for an inflationary increase where it is absolutely required. The inflationary increases for 2024-25 for Council Services are noted below with further detail provided in Appendix 2. The total of £3.351m is a decrease of £0.335m on the £3.686m reported to the Policy and Resources Committee on 7 December 2023. This is due to the removal of the general contingency for unidentified/insufficient inflation estimates (£0.250m) and reductions to the CPI rate affecting a number of categories of spend, partially offset by an increase in utility costs.

Service	Inflation Category	Amount
Council Wide	Utilities – Electricity, Gas, Oil and Solid Fuel	963
Council Wide	Vehicle Fuel	53
Council Wide	Insurances	95
Education	Residential Schools	49
Education	Pre-Primary Partner Uplift	323
Commercial Services	Catering and Milk	216
Commercial Services	Central Repairs – Outside Contractor	107
Legal and Regulatory Support	Community Pools	65
Legal and Regulatory Support	NPDO/HUB Schools	651
Customer Support Services	ICT	201
Roads and Amenity Services	Waste PPP/Landfill Tax	376
Roads and Amenity Services	Street Lighting Electricity	121
Roads and Amenity Services	Bitumen	24

Other Operating Income and Expenditure	Contribution to Joint Boards	61
Other Operating Income and Expenditure	Annual Audit Fee	46
Total		3,351

3.4.2 In terms of the budget outlook for 2025-26 to 2028-29 the estimated impact of unavoidable / inescapable non-pay inflation has been calculated based on projected inflation rates at this point in time. The worst case scenario is 0.5% higher than the value included within the mid-range and the best case is 0.5% less than the mid-range scenario. This position will be monitored closely and reported to the Policy and Resources Committee throughout the year.

3.4.3 The overall additional budget requirement for non-pay inflation estimated over the next five years is summarised in the table below. Further detail is provided in Appendix 2. The estimated inflationary increases relating to the Health and Social Care Partnership are summarised within paragraph 3.6.6.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Unavoidable/ inescapable Non-Pay Inflation	3,351	5,752	8,005	10,365	12,837

3.5 Cost and Demand Pressures

3.5.1 For a number of years, services have worked on the basis of having to contain any cost and demand pressures within current resources where possible. An allowance for unidentified cost and demand pressures has been included from 2025-26 onwards at £0.250m per annum within the mid-range scenario and £0.500m per annum within the worst case scenario.

3.5.2 The estimated cost and demand pressures identified for Council services are noted in the table below, with further detail provided in Appendix 3. The cost and demand pressures relating to the Health and Social Care Partnership are summarised within paragraph 3.6.6.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000

Housing Benefits Admin Grant	40	80	120	160	200
IFRS16 Implementation	18	18	18	18	18
ASN Support	198	400	608	822	822
SEEMIS Membership Fees	0	0	7	7	7
Sustainable Rate for Partner Providers	327	327	327	327	327
NPDO/HUB Schools 2023-24 Inflation	480	480	480	480	480
Election Costs	0	0	0	350	0
Leisure SLA's 2023-24 Inflation	10	10	10	10	10
Repairs and Maintenance – Helensburgh Leisure Complex	105	105	105	105	105
Print and Mail Room	63	63	63	63	63
Depots – unachievable saving	108	108	108	108	108
Compliance with BMW Ban	0	608	2,433	2,433	2,433
Waste PPP 2023-24 Inflation	255	255	255	255	255
Waste – Persistent Organic Pollutants	150	150	150	150	150
Waste – Increased Gate Fees	162	162	162	162	162
Local Development Plan	50	0	50	0	0
Export Health Certificates	90	90	90	90	90
Rightsize Insurance Budgets	126	126	126	126	126
Civica Revenue and Benefits System	63	63	63	126	126
Piers and Harbours	500	500	500	500	500

rightsizing of budget					
Scottish Welfare Fund	250	250	250	250	250
Allowance for pressures in future years	0	500	1,000	1,500	2,000
Total Cost and Demand Pressures	2,995	4,295	6,925	8,042	8,232

3.6 Health and Social Care Partnership (HSCP)

3.6.1 The Council agreed an allocation to the HSCP of £76.253m for 2023-24 at its meeting on 23 February 2023 and noted that the level of future years funding is subject to the level of Scottish Government funding and the Council's overall financial position in future years.

3.6.2 During 2023-24 additional funding was allocated by the Scottish Government for the SJC pay award. This was a similar situation to what happened in 2022-23 and Council agreed to pass over a share of this funding to the HSCP. To do the same this year would see £1.140m passed over relating to the 2023-24 pay award.

3.6.3 The Local Government Finance Circular 8/2023 included additional funding to be passed over to the Health and Social Care Partnership for 2024-25. The net amount to be passed over to the HSCP is summarised below:

- £11.5m to support the uprating of Free Personal and Nursing Care rates – ABC share £0.292m.
- £16m for Kinship Care – ABC share £0.207m.
- £0.176m for Self Directed Support – ABC share £0.003m.
- Removal of Scottish Disability Assistance until distributed at a later date – ABC share £0.035m.

3.6.4 Paragraph 3.3.6 outlines the reduction in employer pension contribution rate for the Council. The HSCP will also see a reduction in employer contributions of £0.481m on a recurring basis with a one off saving in both 2024-25 and 2025-26 of £3.053m. It is recommended by officers that the recurring saving of £0.481m is retained by the Council and that the £6.106m is ring-fenced within the Council reserves for utilisation by the HSCP in the future. This will have no consequences for the overall HSCP position as the reduction in funding will be matched by a reduction in expenditure.

3.6.5 The revised payment to the Health and Social Care Partnership is noted below.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Funding agreed for 2023-24	76,253	76,253	76,253	76,253	76,253
2023-24 share of SJC pay award funding	1,140	1,140	1,140	1,140	1,140
2024-25 net additional funding to be passed to HSCP	467	467	467	467	467
Recurring element of HSCP SPF gain	(481)	(481)	(481)	(481)	(481)
One-off element of HSCP SPF gain	(3,053)	(3,053)	0	0	0
Payment to HSCP	74,326	74,326	77,379	77,379	77,379

3.6.6 Members should note that the payment assumes that the HSCP will absorb any inflationary and cost and demand pressures. The latest estimated inflation and cost and demand pressures for Social Work have been discussed with the HSCP Chief Financial Officer. The mid-range estimates are summarised in the table below and further detail is contained within Appendix 4. These pressures are not included within the Council's budget gap but are included within this report for information. Note that these only extend to three years rather than the five years that the Council's budget outlook extends to. Extending the outlook to five years is a decision for the HSCP to take and their Chief Financial Officer is currently of the view that a five year planning window is not appropriate at the current time.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000
Pay Inflation	930	1,568	2,323
Pay Increments	152	304	456
Non-Pay Inflation	923	1,770	2,595
Non-Pay Inflation on NHS posts recharged to Social Work	172	312	460
Older People Demand Growth	445	897	1,356

Younger Adults Demand Growth	418	840	1,359
Mental Health Budget Adjustment	93	186	186
Continuing care for looked after young people	0	250	500
Kintyre Care Centre	249	498	747
Allowance for unknown cost and demand pressures	500	1,000	1,500
Social Work Pressures	3,882	7,625	11,482

3.7 Budget Gap PRIOR to Measures to Balance the Budget

3.7.1 The budget gap prior to factoring in any previous savings decisions or potential options towards balancing the budget is summarised in the table below.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Base Budget	298,839	298,831	298,831	298,831	298,831
Employee Cost Changes	(1,718)	2,020	12,696	16,561	20,491
Non-Pay Inflation	3,351	5,752	8,005	10,365	12,837
Cost and Demand Pressures	2,995	4,295	6,925	8,042	8,232
(Decrease)/ Increase to HSCP allocation	(1,927)	(1,927)	1,126	1,126	1,126
Transfer one-off SPF gain to General Fund per para 3.3.6	6,875	6,875	0	0	0
Transfer one-off HSCP SPF gain to General Fund per para 3.6.4	3,053	3,053	0	0	0
Total Net Expenditure	311,468	318,899	327,583	334,925	341,514
Total Funding	301,301	301,144	301,443	301,744	302,046
Budget Surplus / (Gap) Cumulative	(10,167)	(17,755)	(26,140)	(33,181)	(39,471)

3.8 Measures to Balance the Budget – Previously Agreed

- 3.8.1 There are a number of measures to balance the budget which have been previously agreed by Council and these are summarised in the table below.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Management/ Operational Savings Agreed February 2023	(45)	(80)	(80)	(80)	(80)
Policy Savings Agreed February 2022	(3)	(3)	(3)	(3)	(3)
Policy Savings Agreed February 2023	(45)	(293)	(769)	(1,405)	(1,874)
Total Previously Agreed Savings	(93)	(376)	(852)	(1,488)	(1,957)

3.9 Measures to Balance the Budget – For Council Approval

- 3.9.1 There is a separate report included in the budget pack which relates to fees and charges together with the detailed schedule of charges for 2024-25. The general increase to fees and charges is proposed at 6% for 2024-25. The general inflationary increase would give additional income of £0.385m. In terms of the outlook for 2025-26 to 2028-29, fees and charges have been estimated at a 6% in the mid-range scenario (3% in worst case and 9% in best case).
- 3.9.2 A 10% reduction relating to the 2024-25 Live Argyll management fee has been built into the budget position which equates to £0.363m. It is for Council to agree the reduction in the management fee and the responsibility of the Live Argyll Board to consider and approve the options to deliver their service within their overall quantum of funding.
- 3.9.3 Savings options totalling £4.194m were included in the Budget Update report that was presented to Policy and Resources Committee on 7 December 2023. These savings have been refined and further savings options identified taking overall value of savings options to £4.974m.
- 3.9.4 The savings options have been classified as either:
- Management / Operational – meaning they do not result in either redundancies or any change in policy and can be implemented without Council approval
 - Policy – meaning they require Council approval due to having staff or policy implications.

The management/operational savings are set out in Appendix 5 and the proposed policy savings are set out in Appendix 6.

- 3.9.5 A summary of the savings identified are noted in the table below. The savings reduce between 2024-25 and 2025-26 due to one-off savings included within 2024-25.

Saving Type	2024-25 £000	2025-26 £000	2026-27 £000	2027-28 £000	2028-29 £000
Management/ Operational	3,950	2,256	2,138	2,138	138
Policy	1,024	1,024	1,024	1,024	1,024
Total	4,974	3,280	3,162	3,162	1,162

- 3.9.6 The number of staff affected by potential redundancy required the Council to undertake a statutory 45 day consultation. This has been concluded in accordance with the Council's redundancy policy and procedures seeking to avoid compulsory redundancy wherever possible.

- 3.9.7 On 23 November 2023, Council agreed a new policy relating to the council tax treatment of second and long-term empty homes. The implementation of a double charge on these properties is estimated to generate an additional £4m of income in 2024-25, rising slightly in future years. This additional income is included within the budget gap table shown in section 3.10.

- 3.9.8 As per paragraph 3.1.13 throughout the year there was an assumption of an approval of a 5% increase in Council tax in 2024-25 and a 3% increase in Council Tax in all scenarios beyond 2024-25. This estimate for future years is included within the budget gap table below in Section 3.10.

3.10 Budget Gap AFTER Measures to Balance the Budget

- 3.10.1 The budget gap after applying all the measures to balance the budget is summarised within the table below.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Estimated Budget Gap Prior to Measures to Balance Budget	(10,167)	(17,755)	(26,140)	(33,181)	(39,471)
Previously Agreed Savings	93	376	852	1,488	1,957

Fees and Charges 6% Increase	385	771	1,156	1,541	1,927
NEW Management/Operational Savings	3,950	2,256	2,138	2,138	138
NEW Policy Savings Options	1,024	1,024	1,024	1,024	1,024
Council Tax on second homes	4,000	4,120	4,244	4,371	4,502
Council Tax 3% Increase in future years	0	1,888	3,835	5,851	7,936
Budget Surplus / (Gap) Cumulative	(715)	(7,320)	(12,891)	(16,768)	(21,987)
Budget Surplus / (Gap) In Year	(715)	(6,605)	(5,571)	(3,877)	(5,220)

3.10.2 The setting of Council Tax should happen on the same day as the Council sets its revenue budget as once all proposals are considered, Council Tax is the balancing figure. The gap shown in the table above is based on acceptance of the Council Tax freeze with funding from the Scottish Government equivalent to 4.8% for Argyll and Bute being made available. In order to get to a balanced budget, Council should consider whether to reject the Council Tax freeze and increase Council Tax by 6.04% to balance the budget. The alternative is that Council would need to fund the gap using reserves or other funds held, which would be a one-off fix, however, Members need to be mindful of the significant gap within the capital programme that requires funding. The table below summarises the position across the years if Council tax is increased.

	Draft 2024-25 £000	Mid- Range 2025-26 £000	Mid- Range 2026-27 £000	Mid- Range 2027-28 £000	Mid- Range 2028-29 £000
Budget Surplus / (Gap) in Year as noted in 3.10.1 above	(715)	(7,320)	(12,891)	(16,768)	(21,987)
Council Tax additional income based on 6.04% increase	715	737	758	777	796
Final Budget Surplus / (Gap) Cumulative	0	(6,583)	(12,133)	(15,991)	(21,191)
Final Budget Surplus / (Gap) In Year	0	(6,583)	(5,550)	(3,858)	(5,200)

3.10.3 Appendix 7 provides a summary of the draft budget for 2024-25 at service level.

3.10.4 Members should note the recurring nature of proposals and how this impacts future year's budget estimates. As an example, should Council reject a budget saving that is recurring in nature, say for £0.150m and replace with a one-off measure, the next year budget gap will be increased by £0.150m.

3.11 Balancing Future Years Budget

3.11.1 The budget gap in the period 2025-26 to 2028-29 across each scenario is summarised in the table below.

Budget Gap	2025-26 £000	2026-27 £000	2027-28 £000	2028-29 £000	Total £000
Best Case	(1,503)	(1,856)	(2,130)	(3,185)	(8,674)
Mid-Range	(6,583)	(12,133)	(15,991)	(21,191)	(55,898)
Worst Case	(20,351)	(38,317)	(55,229)	(73,943)	(187,840)

4. CONCLUSION

4.1 This report summarises the position with regard to the key issues surrounding the revenue budget and setting of council tax for 2025-26. It also provides estimates of the budget outlook for the period 2026-27 to 2028-29.

4.2 All proposals included within this report result in a balanced budget for 2025-26.

4.3 There remains a significant budget gap in future years and officers will continue to explore options to generate future savings or additional income.

4.4 The Council are asked to consider four funding requests summarised within Appendix 8. Members are asked to give consideration to these requests and how they would be funded.

5. IMPLICATIONS

5.1 Policy – There are policy implications associated with the new saving options and also previously agreed savings options which impact 2025-26 and beyond.

5.2 Financial – The report outlines the budget position over 2025-26 to 2028-29.

5.3 Legal – Any legal implications have and will be considered when developing the savings options.

- 5.4 HR – Any HR implications have and will be considered when developing savings options.
- 5.5 Fairer Scotland Duty – See below
- 5.5.1 Equalities – Equality and Socio-Economic Impact Assessments have been carried out where appropriate for savings options already agreed or developed.
- 5.5.2 Socio Economic Duty – Equality and Socio-Economic Impact Assessments have been carried out where appropriate for savings options already agreed or developed.
- 5.5.3 Islands Duty - Equality and Socio-Economic Impact Assessments have been carried out where appropriate for savings options already agreed or developed. This includes consideration of Islands Duties.
- 5.6 Climate Change – The Council is committed to addressing climate change and reviews of how Services are delivered is ongoing within the available budget resources.
- 5.7 Risk – There is a separate report assessing financial risks and there is also an overall assessment of risk included within the separate report on Reserves and Balances.
- 5.8 Customer Service – There may be some customer service implications arising from the new savings options. Future customer service implications will be considered when developing savings options.
- 5.9 The Rights of the Child (UNCRC) - None

Kirsty Flanagan
Executive Director /Section 95 Officer
6 February 2024

Policy Lead for Finance and Commercial Services: Councillor Gary Mulvaney

APPENDICES:

- Appendix 1 – 2025-26 – 2028-29 Budget Outlook Scenarios
- Appendix 2 – Non-Pay Inflation Estimates 2025-26
- Appendix 3 - Cost and Demand Pressures 2025-26 to 2028-29
- Appendix 4 – Health and Social Care Partnership Cost Pressures
- Appendix 5 – New Management/Operational Savings
- Appendix 6 – New Policy Options Savings Summary and Templates
- Appendix 7 – Service Summary of Budget Position
- Appendix 8 – Funding Requests

For further information contact Anne Blue, Head of Financial Services
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	DRAFT	Best Case Scenario				Mid-Range Scenario				Worst Case Scenario			
	2024-25 £000	2025-26 £000	2026-27 £000	2027-28 £000	2028-29 £000	2025-26 £000	2026-27 £000	2027-28 £000	2028-29 £000	2025-26 £000	2026-27 £000	2027-28 £000	2028-29 £000
Base Budget	284,536	284,536	284,536	284,536	284,536	284,536	284,536	284,536	284,536	284,536	284,536	284,536	284,536
Base Budget Adjustments	6,669	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661	6,661
Settlement Commitments	7,634	7,634	7,634	7,634	7,634	7,634	7,634	7,634	7,634	7,634	7,634	7,634	7,634
Revised Base Budget	298,839	298,831	298,831	298,831	298,831	298,831	298,831	298,831	298,831	298,831	298,831	298,831	298,831
Pay Award	4,217	7,350	10,546	13,806	17,131	7,350	10,546	13,806	17,131	15,316	26,970	39,207	52,056
Pay Increments	605	934	1,262	1,591	1,919	1,210	1,815	2,420	3,025	1,262	1,919	2,576	3,233
Additional Costs - Teachers Pension Scheme	1,427	1,427	1,427	1,427	1,427	1,427	1,427	1,427	1,427	1,427	1,427	1,427	1,427
Adjustment to Employee Base	(7,967)	(7,967)	(1,092)	(1,092)	(1,092)	(7,967)	(1,092)	(1,092)	(1,092)	(7,967)	(1,092)	(1,092)	(1,092)
Total Employee Cost Changes (Council Services)	(1,719)	1,744	12,143	15,732	19,385	2,020	12,696	16,561	20,491	10,038	29,224	42,118	55,624
Non-Pay Inflation - Council Services	3,351	4,991	6,955	9,003	11,141	5,752	8,005	10,365	12,837	8,116	12,263	16,542	20,961
Housing Benefits Admin Grant	40	80	120	160	200	80	120	160	200	80	120	160	200
IFRS16 Implementation	18	18	18	18	18	18	18	18	18	18	18	18	18
ASN Support	198	400	608	822	822	400	608	822	822	400	608	822	822
SEEMIS Membership Fees	0	0	7	7	7	0	7	7	7	0	7	7	7
Sustainable Rate for Partner Providers	327	327	327	327	327	327	327	327	327	327	327	327	327
NPDO and HUB Schools 2023/24 inflation	480	480	480	480	480	480	480	480	480	480	480	480	480
Election Costs	0	0	0	327	0	0	0	350	0	0	0	370	0
Leisure SLA's 2023/24 inflation	10	10	10	10	10	10	10	10	10	10	10	10	10
Repairs and Maintenance - Helensburgh Waterfront Leisure Complex	105	105	105	105	105	105	105	105	105	105	105	105	105
Print and Mail Room	63	63	63	63	63	63	63	63	63	63	63	63	63
Depots - saving shortfall	108	108	108	108	108	108	108	108	108	108	108	108	108
Compliance with BMW Ban	0	0	462	925	925	608	2,433	2,433	2,433	608	2,433	2,433	2,433
Waste PPP Contract 2023/24 Inflation	255	255	255	255	255	255	255	255	255	255	255	255	255
Waste disposal of Persistent Organic Pollutants (POPs)	150	66	66	66	66	150	150	150	150	324	324	324	324
Waste - Increased Gate Fees	162	162	162	162	162	162	162	162	162	162	162	162	162
Planning (Local Development Plan)	50	0	50	0	0	0	50	0	0	0	50	0	0
Export Health Certificates	90	90	90	90	90	90	90	90	90	90	90	90	90
Insurances	126	126	126	126	126	126	126	126	126	126	126	126	126
Civica Revenue and Benefits System	63	63	63	100	100	63	63	126	126	63	63	200	200
Piers and Harbours Rightsizing of Budget	500	500	500	500	500	500	500	500	500	500	500	500	500
Scottish Welfare Fund	250	232	232	232	232	250	250	250	250	270	270	270	270
Allowance for Cost and Demand Pressures Future Years	0	250	500	750	1,000	500	1,000	1,500	2,000	1,000	2,000	3,000	4,000
Total Cost and Demand Pressures	2,995	3,335	4,352	5,633	5,596	4,295	6,925	8,042	8,232	4,989	8,119	9,830	10,500
Adjustment to Health and Social Care Partnership Payment	(1,927)	(1,927)	1,126	1,126	1,126	(1,927)	1,126	1,126	1,126	(1,927)	1,126	1,126	1,126
Transfer to Reserves in respect of SPF (Council and HSCP share)	9,928	9,928	0	0	0	9,928	0	0	0	9,928	0	0	0
Total Estimated Expenditure PRIOR to measures to balance the budget	311,468	316,902	323,407	330,325	336,079	318,899	327,583	334,925	341,517	329,975	349,563	368,447	387,042
Scottish Government Grant	238,902	239,745	240,899	242,058	243,223	238,598	238,598	238,598	238,598	237,451	236,310	235,174	234,045
Council Tax	62,399	62,694	63,143	63,596	64,052	62,546	62,845	63,146	63,448	62,404	62,556	62,710	62,864
Total Funding	301,301	302,439	304,042	305,654	307,275	301,144	301,443	301,744	302,046	299,855	298,866	297,884	296,909
Budget Surplus / (Gap) PRIOR to measures to balance the budget	(10,167)	(14,462)	(19,365)	(24,671)	(28,804)	(17,755)	(26,140)	(33,181)	(39,471)	(30,120)	(50,697)	(70,563)	(90,133)
Measures to Balance the Budget:													
Fees and Charges	385	1,156	1,734	2,312	2,890	771	1,156	1,541	1,927	385	578	771	963
Council Tax Increase	715	3,875	7,216	10,746	14,476	2,607	4,565	6,590	8,685	2,602	4,550	6,561	8,637
Council Tax Increase (Growth element)	0	72	135	202	272	18	27	37	47	36	55	74	94
Council Tax - Second Homes double charge	4,000	4,200	4,410	4,631	4,862	4,120	4,244	4,371	4,502	3,090	3,183	3,278	3,377
Policy savings agreed February 2022	3	3	3	3	3	3	3	3	3	3	3	3	3
Management/Operational Savings agreed Feb 2023	45	80	80	80	80	80	80	80	80	80	80	80	80
Policy Savings agreed February 2023	45	293	769	1,405	1,874	293	769	1,405	1,874	293	769	1,405	1,874
Council SPF over 4 years	2,000	2,000	2,000	2,000	0	2,000	2,000	2,000	0	2,000	2,000	2,000	0
Live Argyll SPF	206	206	88	88	88	206	88	88	88	206	88	88	88
Teachers Strike Monies - one off	800	0	0	0	0	0	0	0	0	0	0	0	0
Education Logistics Funding - one off	500	0	0	0	0	0	0	0	0	0	0	0	0
Treasury Gain - one off	294	0	0	0	0	0	0	0	0	0	0	0	0
Live Argyll Management Fee Reduction of 10%	363	363	363	363	363	363	363	363	363	363	363	363	363
Governance Restructure	62	62	62	62	62	62	62	62	62	62	62	62	62
Reduction of various grants over 3 years	299	299	299	299	299	299	299	299	299	299	299	299	299
Positive Starts Community Childminding	100	100	100	100	100	100	100	100	100	100	100	100	100
Planning Fee Income	100	0	0	0	0	0	0	0	0	0	0	0	0
Roads and Infrastructure Review	200	200	200	200	200	200	200	200	200	200	200	200	200
Kilmory Business Park Income	50	50	50	50	50	50	50	50	50	50	50	50	50
Total Measures to Balance the Budget	10,167	12,959	17,509	22,540	25,619	11,172	14,006	17,189	18,280	9,769	12,380	15,334	16,190
Budget Surplus / (Gap) Cumulative AFTER measures to balance the budget	0	(1,503)	(1,856)	(2,130)	(3,185)	(6,583)	(12,133)	(15,991)	(21,191)	(20,351)	(38,317)	(55,229)	(73,943)
Budget Surplus / (Gap) In Year AFTER measures to balance the budget	0	(1,503)	(353)	(274)	(1,055)	(6,583)	(5,550)	(3,858)	(5,200)	(20,351)	(17,966)	(16,912)	(18,714)

NON-PAY INFLATION (COUNCIL)

Appendix 2

Service	Category	Basis of Inflation	Inflation Percentage	Mid Range 2023/24
Council Wide	Electricity	Due to current market condition for electricity 16% increase mid range, with a 0.5% tolerance for best and worst case.	16.00%	780,241
Council Wide	Gas	Due to current market condition for gas 15% increase with mid range based on latest information available from Property Services, with a 0.5% tolerance for best and worst case.	15.00%	133,355
Council Wide	Heating Oils	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	13,183
Council Wide	Solid Fuel	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	17,414
Council Wide	Water Charges	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	20,174
Council Wide	Vehicle Fuel	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	52,822
Council Wide	Central Repairs - Outside Contractors	Based on Office for National Statistics Inflation Rate for RPI at November 2023, with a 0.5% tolerance for best and worst case .	5.30%	106,806
Council Wide	Insurances	Based on indicative 2024/25 pricing information received from the Council's insurance providers, with a 0.5% tolerance for best and worst case.	5.00%	94,693
Council Wide	Contribution to Joint Boards	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	61,441
Council Wide	Contingency for unidentified/insufficient inflation estimate	£250k built in to mid-range and £500k built in to worst case scenario		0
Council Wide Total				1,280,129
Education	Pre-Primary Partner Provider Uplift	Reflects the increase in the Scottish Living Wage hourly rate from £10.90 to £12.00 per hour.	8.50%	322,964
Education	External School Placements	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	49,091
Commercial Services	Catering Purchases	Based on Office for National Statistics Inflation Rate for Food and Non-Alcoholic Beverages at November 2023, with a 0.5% tolerance for best and worst case .	9.20%	215,777
Legal & Regulatory Support	Leisure SLA-MAKI/Islay Pools	Based on actual RPI rate at November 2023, with a 0.5% tolerance for best and worst case.	5.30%	10,152
Legal & Regulatory Support	Leisure SLA-Atlantis	Based on RPI at September 2023 with a 0.5% tolerance in the best and worst case scenarios.	8.86%	55,289
Legal & Regulatory Support	NPDO-Variable Element	Based on actual RPI rate at November 2023, with a 0.5% tolerance for best and worst case.	5.30%	442,655
Legal & Regulatory Support	NPDO-Utilities Rebate	Based on actual RPI rate at November 2023, with a 0.5% tolerance for best and worst case.	5.30%	-16,746
Legal & Regulatory Support	NPDO-Electricity	Due to current market condition for electricity 16% increase mid range, with a 0.5% tolerance for best and worst case.	16.00%	93,528
Legal & Regulatory Support	NPDO-Gas	Due to current market condition for gas 15% increase with mid range based on latest information available from Property Services, with a 0.5% tolerance for best and worst case.	15.00%	35,844
Legal & Regulatory Support	NPDO-Heating Oil	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	4,541
Legal & Regulatory Support	NPDO-LPG	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	3,953
Legal & Regulatory Support	NPDO-Water	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	16,985
Legal & Regulatory Support	HUB-Variable Element	Based on actual RPI rate at November 2023, with a 0.5% tolerance for best and worst case.	5.30%	69,281
Executive Director Douglas Hendry - Total				1,303,314
Customer and Support Services	ICT	Estimate based on feedback from ICT staff in relation to significant price increases for ICT services and equipment.	10.00%	201,168
Financial Services	Annual External Audit Fee	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	46,036
Roads and Infrastructure	Waste PPP-Private Contractor Inflation	Based on 85% of the Bank of England Monetary Policy Committee RPIX Rate at November 2023, with a 0.5% tolerance for best and worst case.	3.99%	289,971
Roads and Infrastructure	Waste PPP-Central Government Inflation	Based on Landfill Tax increase between 23/24 and proposed 24/25 rate with a 0.5% tolerance for best and worst case.	1.57%	85,163
Roads and Infrastructure	Roads - Bitumen for Road Surfacing	Based on Bank of England Monetary Policy Committee CPI Forecast for 2024 Q1, with a 0.5% tolerance for best and worst case.	4.40%	24,411
Roads and Infrastructure	Electricity - Street Lighting	Due to current market condition for electricity 16% increase mid range, with a 0.5% tolerance for best and worst case.	16.00%	120,958
Executive Director Kirsty Flanagan - Total				767,707
Total Non-Pay Inflation in the Mid Range				3,351,150

COUNCIL COST AND DEMAND PRESSURES 2024-25 to 2028-29

APPENDIX 3

Department	Service	Cost/Demand Pressure	Best Case					Mid Range Scenario					Worst Case				
			2024-25 £,000	2025-26 £,000	2026-27 £,000	2027-28 £,000	2028-29 £,000	2024-25 £,000	2025-26 £,000	2026-27 £,000	2027-28 £,000	2028-29 £,000	2024-25 £,000	2025-26 £,000	2026-27 £,000	2027-28 £,000	2028-29 £,000
Executive Director - Kirsty Flanagan	Financial Services	Universal Credit "Full" Service went live in Sept 2018, managed migration for working age claimants began in August 2023 and will be completed by March 2025. Details of the migration of Pension age Housing Benefit claimants have not yet been released however it is anticipated that the overall migration will be completed in 2028/2029. The DWP will reduce the Housing Benefit Administration Subsidy they pay to the Council as some claimants come off of Housing Benefit processed by Council staff and go onto Universal Credit processed by the DWP. The Council's caseload has reduced since implementation of Universal Credit but it is hard to predict just how quickly the rest of the caseload will migrate from Housing Benefit to Universal Credit between now and 2028/2029. These figures represent our best estimates at this time.	40	80	120	160	200	40	80	120	160	200	40	80	120	160	200
Executive Director - Kirsty Flanagan	Financial Services	Implementation of new IFRS16 system to manage leases and accounting requirements of the IFRS Finance Leases accounting standard.	18	18	18	18	18	18	18	18	18	18	18	18	18	18	
Executive Director - Douglas Hendry	Education	The demand for ASN support in Argyll and Bute has continued to grow with a significant increase in, and early identification of children and young people presenting with complex additional support needs, including mental health difficulties which manifests often in dysregulated behaviours. It is anticipated that growth continues over the next 5 years however the extent of this growth is difficult to determine. Scottish Government statistics show that the number of pupils identified with ASN has increased markedly since 2010 and there continue to be year on year increases. These increases are likely due to continue as we see the impact of the Covid 19 pandemic on children and young people who were born from 2020 onwards and as we work with partners to streamline assessment processes which help us to understand need more thoroughly. Scottish Government statistical datasets show that the percentage of school roll in mainstream schools of pupils with ASN has increased by approximately 3% year on year. Within many authorities, this means increased numbers of children accessing specialist provision. As Argyll and Bute do not have equitable access to Specialist provision in all areas, the cost pressure associated with offering appropriate support within our local schools continues to increase in line with need.	198	400	608	822	822	198	400	608	822	822	198	400	608	822	822
Executive Director - Douglas Hendry	Education	The SEEMIS group, provider of the Council's Education Management Information System, recently reviewed their long term financial plan and it is anticipated there may be a small pressure from 2026-27 onwards.	0	0	7	7	7	0	0	7	7	7	0	0	7	7	7
Executive Director - Douglas Hendry	Education	The Council has had a requirement to deliver 1140 hours of Early Learning and Childcare from August 2021. The Council has been notified that the ring fenced funding will be reduced by £1.124m from 2022-23. Also, as part of the 1140 expansion programme, the Scottish Government 'Funding Follows the Child' guidance, requires local authorities to set a rate locally that is paid to funded providers in the private and third sectors, including childminders, to deliver the funded entitlement that allows them to deliver a high quality ELC experience for all children. This rate should be sustainable and reflect national policy priorities, including funding to enable payment of the real Living Wage to all childcare workers delivering the funded entitlement and have a margin for re-investment built in. The service has worked hard to mitigate the effects of this and has reduced expenditure as far as possible. However there remains a funding gap, the service were able to cover the over spend for 2022-23 and 2023-24 from carry forwards so the cost pressure is requested from 2024-25 onwards.	327	327	327	327	327	327	327	327	327	327	327	327	327	327	327
Executive Director - Douglas Hendry	Education	Adjustment to the base budget for the Schools NPDO and Hub Schools contracts due to the rate of inflation at February 2023 being higher than forecast when the 2023/24 budget was prepared.	480	480	480	480	480	480	480	480	480	480	480	480	480	480	480
Executive Director - Douglas Hendry	Legal and Regulatory Services	Estimated cost (to be borne by the Council) of carrying out local Government elections in May 2027 (and in financial year 2027/28). Operating approx. 100 polling stations and carrying out poll and count for 11 Multi member wards – requiring 11 separate counts	0	0	0	327	0	0	0	0	350	0	0	0	0	370	0
Executive Director - Douglas Hendry	Commercial Services	Adjustment to the base budget for the swimming pools service level agreements due to the rate of inflation at February 2023 being higher than forecast when the 2023/24 budget was prepared.	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10
Executive Director - Douglas Hendry	Commercial Services	There is an ongoing need for the Council to manage the maintenance and repair of its buildings. Now that the new Helensburgh Waterfront Leisure Complex is operational there are additional pressures on this budget for maintenance and inspection of fabric, mechanical systems and electrical systems for this new asset. The cost of maintenance and inspection over the next 9 years is estimated at £939k, averaging £105k per annum.	105	105	105	105	105	105	105	105	105	105	105	105	105	105	105
Executive Director - Kirsty Flanagan	Customer Support Services	Recent years have shown a reduction in income within the Print and Mail room due to a shift to digital communication channels resulting in reduction in mail and printing activity but same recharge model being applied.	63	63	63	63	63	63	63	63	63	63	63	63	63	63	63
Executive Director - Kirsty Flanagan	Roads & Infrastructure Services	Previously agreed saving from 2018-19 for Depots (TB07) is now not fully achievable with a shortfall of £107,500. Delays in progressing the Depot Rationalisation programme and limited capital investment available has resulted in the savings not being realised. Cost pressure to remove this saving with further work ongoing on the Depot Rationalisation programme which will hopefully generate further savings in the future.	108	108	108	108	108	108	108	108	108	108	108	108	108	108	108

Department	Service	Cost/Demand Pressure	Best Case					Mid Range Scenario					Worst Case				
			2024-25 £,000	2025-26 £,000	2026-27 £,000	2027-28 £,000	2028-29 £,000	2024-25 £,000	2025-26 £,000	2026-27 £,000	2027-28 £,000	2028-29 £,000	2024-25 £,000	2025-26 £,000	2026-27 £,000	2027-28 £,000	2028-29 £,000
Executive Director - Kirsty Flanagan	Roads & Infrastructure Services	Achieving compliance with ban on biodegradable municipal waste (BMW) in 2025. This is the estimated revenue costs from potential scenarios, remaining in or coming out of the current waste PPP contract. Coming out of the Waste PPP contract would create an additional one-off cost. Due to the complexity of the model, estimates are subject to change. The best case scenario reflects option 4 detailed in the report to the Environment, Development and Infrastructure Committee on 01/12/2022. The mid range and worst case scenarios reflects option 3 included in the same report and take into account the risk that the SG will not agree a derogation.	0	0	462	925	925	0	608	2,433	2,433	2,433	0	608	2,433	2,433	2,433
Executive Director - Kirsty Flanagan	Roads & Infrastructure Services	Adjustment to the base budget for the Waste PPP contract due to the rate of inflation at February 2023 being higher than forecast when the 2023/24 budget was prepared.	255	255	255	255	255	255	255	255	255	255	255	255	255	255	
Executive Director - Kirsty Flanagan	Roads & Infrastructure Services	Disposal of Persistent Organic Pollutants (POPs) as a result of the Persistent Organic Pollutants Regulation 2007 and the anticipated ban on placing these materials in landfill. Disposal of these will create a cost pressure to transport, shred and process the shredded material through Energy from Waste (EFW).	66	66	66	66	66	150	150	150	150	150	324	324	324	324	324
Executive Director - Kirsty Flanagan	Roads & Infrastructure Services	Contract with Barr Environmental for waste disposal in Helensburgh & Lomond is coming to an end at the end of March 2024. Work is being carried out to determine options for when contract ends but initial projections indicate that there will likely be an increase in costs due to the distance we will need to transport waste and likely increase in Gate Fee Rates.	162	162	162	162	162	162	162	162	162	162	162	162	162	162	162
Executive Director - Kirsty Flanagan	Development & Economic Growth	Local development plan will require to be done under the new Planning legislation which is a revised process from the current one and will have a 10 year life. The new process has 2 stages where there is likely to be a cost pressure - a gate check followed by an examination some time later.	50	0	50	0	0	50	0	50	0	0	50	0	50	0	0
Executive Director - Kirsty Flanagan	Development & Economic Growth	Requests for export health certificates to the Council has reduced significantly over the last 3 years as an indirect result of EU Exit and changes to the export companies operating models. There has been a reduction in exports to non-EU countries (e.g. China etc.) associated with trade agreements and the majority of businesses are using the new commercial hubs for EU consignments, rather than using local authorities. Some local businesses are also using approved vets for certification. These issues are largely out with our control of the Council and discussions with local exporters has identified this trend is likely to continue.	90	90	90	90	90	90	90	90	90	90	90	90	90	90	90
Council Wide	Council Wide	Rightsize Council Insurance Budget - Insurance premiums have risen higher than previous inflationary forecasts due to changes in law, Increase in building values, higher contractor costs for building works, repairs and higher component parts for cars.	126	126	126	126	126	126	126	126	126	126	126	126	126	126	126
Executive Director - Kirsty Flanagan	Financial Services	The Council's contract with Civica for the Revenue and Benefits Management System ends in August 2024, this is the system that allows us to bill and collect Council Tax and administer Housing Benefit on behalf of the UK government under statute. In addition the contract for the corporate Electronic Document Management system currently used by Revenue and Benefits services, Social Care, Human Resources and Creditors will end in September 2024. The Council has been engaged in discussions with the supplier of both systems, Civica for around a year to negotiate a reasonable way forward before Civica press ahead with plans to migrate their systems to the Cloud and remove its support and development of its existing on premise solutions. The outcome of these discussions is an extension to the contracts for current on premise solutions for three further years to August/September 2027 with full support, however with increases in annual recurring support and maintenance charges and licensing costs. Beyond that three year period we expect significant increases in charges as the supplier moves the systems to the Cloud. The cost pressure for 2027-28 onwards when more information becomes available.	63	63	63	100	100	63	63	63	126	126	63	63	63	200	200
Executive Director - Kirsty Flanagan	Roads & Infrastructure Services	Recent years have shown a reduction in income received in Piers & Harbours which is projected to continue into future years. Decrease is as a result of changes in CalMac vessels resulting in lower berthing fees as well as a significant number of cancelled ferry sailings resulting in reduced berthing income as well as passenger and vehicle income.	500	500	500	500	500	500	500	500	500	500	500	500	500	500	500
Executive Director - Kirsty Flanagan	Financial Services	The Scottish Welfare Fund is a Scottish Government Initiative with conditions attached. The payment of grants continue to rise in excess of funding and in order to continue paying grants at the current priority level additional funding is required. A paper on this was presented to Policy and Resources Committee on 15 February 2024.	232	232	232	232	232	250	250	250	250	250	270	270	270	270	270
Council Wide	Council Wide	General provision for unidentified Cost and Demand Pressures	0	250	500	750	1,000	0	500	1,000	1,500	2,000	0	1,000	2,000	3,000	4,000
TOTAL			2,893	3,335	4,352	5,633	5,596	2,995	4,295	6,925	8,042	8,232	3,189	4,989	8,119	9,830	10,500

SOCIAL WORK COST AND DEMAND PRESSURES - 2024-25 to 2026-27

APPENDIX 4

Service	Cost/Demand Pressure	Best Case			Mid Range			Worst Case		
		2024-25 £000	2025-26 £000	2026-27 £000	2024-25 £000	2025-26 £000	2026-27 £000	2024-25 £000	2025-26 £000	2026-27 £000
All Social Work	Estimated Pay inflation reflecting a best case 2%, a mid-range of 3% for 2024/25 then 2% for 2025/26 and 2026/27 and a worst case of 5%. Adjusted for the impact of the reduction in the employer's pension contribution rate to 6.5% in 2024/25 and 2025/26 and to 17.5% in 2026/27.	620	1,252	1,999	930	1,568	2,323	1,549	3,176	5,155
All Social Work	Estimated Pay increments, best case is that 50% of the incremental changes based on 2023/24 are absorbed and in the mid-range and worst case, the increase is in line with the increase in 2023/24.	76	152	228	152	304	456	152	304	456
All Social Work	Non-pay inflation, best and worst case based on unavoidable/inescapable inflation and worst case.	526	964	1,372	923	1,770	2,595	1,321	2,581	3,837
All Social Work	Non-pay inflation impact of payroll inflation on NHS posts which are recharged to Social Work.	158	284	416	172	312	460	185	340	504
Adult Care	Older People Demand Growth: The number of older people is increasing and older people are living longer with significant health and support needs and significant expectations of the support they are entitled to receive. Demand pressure estimates 3% growth in homecare and care home placements, this increase is supported by the growth in clients and care requirements over a number of years although in some areas the service capacity is being fully utilised and service expansion is proving difficult. The best case assumes a 0% increase in spending reflecting the limited service capacity in the area, the mid-range reflects 1.5% growth and the worst case reflects 3% growth.	0	0	0	445	897	1,356	891	1,809	2,755
Adult Care	Younger Adults Demand Growth (Excluding Physical Disability): There has been continuing increase in demand for care and support services for profoundly disabled younger adults (ie under 65) whose parents have historically provided care but are no longer able to. The best case assumes a 1% increase in spending reflecting the limited service capacity in the area, the mid-range reflects 2% growth and the worst case reflects 3% growth.	179	358	537	360	723	1,090	543	1,096	1,660
Adult Care	Younger Adults Demand Growth - Physical Disability: There has been continuing increase in demand for care and support services for profoundly disabled younger adults (ie under 65) whose parents have historically provided care but are no longer able to. The best case assumes a 1% increase in spending reflecting the limited service capacity in the area, the mid-range reflects 2% growth and the worst case reflects 3% growth.	29	58	87	58	117	269	88	177	269
Adult Care	Mental Health Budget Adjustment - The Mental Health Supported Living and Residential budgets are carrying a recurring unbudgeted commitment. To address this situation, it is proposed to continue to realign the budget over 2024-25 and 2025-26 whilst also reviewing cases and redesigning services. The adjustment will be reviewed annually to reflect spending reductions delivered as well as any changes to funding and practice resulting from the implementation of the Independent Review of Adult Social Care.	93	186	186	93	186	186	93	186	186
Children and Families	Continuing Care demand for Looked After young people who are cared for by the HSCP. The best case scenario is that the expected additional demand can be funded from within existing resources as a result of planned improvements to the service delivery model (eg shift away from high cost external residential care to local foster and kinship care), the mid case reflects that additional demand in 24/25 be funded from existing resource with £250k per annum thereafter and the worst case reflects £250k per annum.	0	0	0	0	250	500	250	500	750
Adult Care	Kintyre Care Centre - Cost pressure as a result of transfer of KCC facility to HSCP Management at the end of 2022/23 including continued programme to transfer employees onto Council/NHS employment T&Cs as well as provision for any unknown service costs at time of transfer.	249	498	747	249	498	747	249	498	747
All Social Work	Allowance for unknown cost and demand pressures which could arise. The best case assumes unknown pressures totalling £250k per annum, the mid range £500k per annum and the worst case £750k per annum.	250	500	750	500	1,000	1,500	750	1,500	2,250
TOTAL UNFUNDED COST AND DEMAND PRESSURES		2,180	4,252	6,322	3,882	7,625	11,482	6,071	12,167	18,569

Ref	Service Area	Saving Summary	2024/25			2025/26			2026/27		
			Saving £'000	FTE	H/Count	Saving £'000	FTE	H/Count	Saving £'000	FTE	H/Count
202425 001	Education	Savings made during the period of teachers strikes in 2023-24 that are one-off in nature and can be used to bridge the budget gap on a non-recurring basis.	800	0	0	0	0	0	0	0	0
202425 002	Education	COVID logistics funding that was received during the pandemic which are no longer required within Education therefore can be used to bridge the budget gap on a non-recurring basis.	500	0	0	0	0	0	0	0	0
202425 003	Financial Services	Treasury gain through the early repayment of 3 loans at a discount. These loans were taken out when interest rates were low and due to sufficient cash balances we were able to repay them at a discount. This underspend will be earmarked at the end of 2023-24 and carried forward into 2024-25 where it can then be released to the General Fund to bridge the budget gap.	294	0	0	0	0	0	0	0	0
202425 004	Development & Economic Growth	Increase in planning fees for one year as the Service catches up with the back log of applications resulting in non-recurring additional income.	100	0	0	0	0	0	0	0	0
202425 005	Commercial Services	Income generation from leases at Kilmory Business Park.	50	0	0	50	0	0	50	0	0
202425 006	Council Wide	Strathclyde Pension Fund reduction in the employer contribution rate from 19.3% to 6.5% in the first 2 years before reverting to a sustainable long term rate of 17.5%. The recurring saving has been built into the budget outlook already but there is also a one off saving in the first two years. This saving proposes to utilise some of the one off gain by allocating £2m every year for a four year period.	2,000	0	0	2,000	0	0	2,000	0	0
202425 007	Live Argyll	Similar to the saving above the employer pension rate for Live Argyll will also reduce albeit by a lesser percentage. This saving proposes to reduce the Live Argyll Management Fee equivalent to the reduction as this will have no bottom line impact on Live Argyll and both their costs and management fee will reduce.	206	0	0	206	0	0	88	0	0
			3,950	0	0	2,256	0	0	2,138	0	0

Ref	Service Area	Saving	Detail	Risks	2024/25			2025/26			2026/27		
					Saving £'000	FTE	H/Count	Saving £'000	FTE	H/Count	Saving £'000	FTE	H/Count
202425 008	Live Argyll	Live Argyll 10% reduction	10% reduction to the Management Fee paid to Live Argyll Leisure Trust from the Council.	While the Leisure Trust plan to meet this saving through additional income generation there is a risk that cost reductions may have to be considered if it later develops that this is not achievable.	363	0	0	363	0	0	363	0	0
202425 009	Governance, Risk and Safety	Governance Restructure	Reorganisation of Governance team and remove posts that are currently vacant. The proposed restructure will ensure current level of service will be maintained.	None	62	2.5	3	62	2.5	3	62	2.5	3
202425 010	Education, Economic Development and Community Planning	Strategic Events and Festivals, Community and Third Sector (Education) Grants	Over a period of 3 years the level of funding will gradually reduce by 33% each year until it is zero. It is suggested that £596k from the Councils Priorities Investment Fund is utilised to maintain the fund in 24/25 and the reduced budgets in years 2 and 3 allowing the full saving to be realised immediately.	A reduction of the Events and Festivals Fund may mean the number of events held could reduce however other funding streams are available. A reduction in grant funding to support 3rd tier groups may result in them closing or ending certain activities.	299	0	0	299	0	0	299	0	0
202425 011	Education	Positive Starts	Referrals to the Positive Starts support scheme have been reducing year on year, furthermore the Early Years team no longer have capacity to quality assure and administer this budget to a level where they can ensure a positive impact for children and families or best value in relation to the service. Referrals come from Health and Social Work, not Education however the HSCP were not willing to manage this budget.	Risk that this will be seen as reducing early intervention approaches.	100	0	0	100	0	0	100	0	0
202425 012	Roads and Infrastructure	Roads and Infrastructure Services (RIS) Review	A RIS Review was undertaken during 2023/24 and the implementation of the outcomes will begin in 2024-25. It is anticipated that further efficiency savings will be achievable in future years but the level of which are not known at this stage.	This is a early estimate and should be seen as a target saving for the first year and may not be achievable in year 1.	200	0	0	200	0	0	200	0	0
					1,024	2.5	3	1,024	2.5	3	1,024	2.5	3

2024-25 BUDGET PREPARATION – SAVING OPTION

		Ref: 2024/25 008						
Service Delivery Area			Live Argyll					
Saving Title			Reduction to Management Fee					
Summary of Savings Proposal								
<p>As part of the budget setting process an ELT group met with the General Manager of Live Argyll to discuss the financial position of Live Argyll and consider what savings may be deliverable, in a similar way to all other Services of the Council. Consideration was also given to the significant increase in costs paid by the Council for Live Argyll in relation to utilities, property costs, insurances and non-domestic rates.</p> <p>As a result of these discussions a 10% reduction in management fee was proposed to Live Argyll and it is hoped this can be achieved through additional income generation.</p> <p>Note that it is for Council to agree the reduction in the management fee and the responsibility of the Live Argyll Board to consider and approve the options to deliver their service within their overall quantum of funding.</p>								
Impact and Risk Associated with Proposed Saving								
<p>While Live Argyll plan to meet this saving through additional income generation there is a risk that cost reductions may have to be made if this is found not to be achievable.</p>								
Current Status of Developing the Option and Next Steps								
<p>Live Argyll have been considering options to deliver this saving.</p>								
Saving								
2024-25			2025-26			2026-27		
£000	FTE	H/Count	Cumulative £000	FTE	H/Count	Cumulative £000	FTE	H/Count
363	0	0	363	0	0	363	0	0

2024-25 BUDGET PREPARATION – SAVING OPTION

Head of Legal and Regulatory Support			Ref: 2024/25 009					
Service Delivery Area			Governance					
Saving Title			Service Restructure					
Summary of Savings Proposal								
<p>Reorganise the Governance Team. Take advantage of current vacant posts and take these as savings. Carry out a review of the structure ensuring that this is targeted at the needs of the current committee structure, recognises the additional support required to service hybrid and online Council committee meetings and maintains a resilient approach across the team while allowing for further savings which will be achievable through redeployment within the team, allowing retirement and without the need for compulsory redundancy.</p>								
Impact and Risk Associated with Proposed Saving								
<p>While a reduction in FTE across the team always poses a level of risk in service delivery and there is a higher level of support required in regard to hybrid and online meetings, the approach to the restructure will seek to have better use of available resource while ensuring that the service is directed to the key areas of priority delivery, having regard to the changed circumstances post covid, and that service levels are maintained.</p> <p>The proposed restructure will ensure that the current level of service in terms of Committee Support will be maintained and through development of team members look to maintain a level of resilience in the team.</p> <p>The Member Services Team will continue to provide support to Elected Members.</p>								
Current Status of Developing the Option and Next Steps								
<p>The Governance Manager has;</p> <p>Looked at the key priority areas for service delivery across members, committees (recognising the new normal of hybrid meetings), service and elections;</p> <p>Developed the proposals to deliver against the key priorities;</p> <p>Sought to maintain flexibility and resilience while capturing resultant efficiencies and savings</p>								
Saving								
2024-25			2025-26			2026-27		
£000	FTE	H/Count	Cumulative £000	FTE	H/Count	Cumulative £000	FTE	H/Count
62	2.5	3	62	2.5	3	62	2.5	3

2024-25 BUDGET PREPARATION – SAVING OPTION

		Ref: 2024/25 010						
Service Delivery Area	Strategic Events and Festivals, Community and Third Sector (Education) Grants							
Saving Title	Re-alignment of grants to Council priorities							
Summary of Savings Proposal								
<p>It is proposed that the three grant areas detailed below are amalgamated and realigned to support delivery of the Council's priorities:-</p> <ul style="list-style-type: none"> • Strategic Events and Festivals (£90,000) • Community Grants (£103,950) • Education – Early Years Third Sector Grants and Services (£105,431) <p>Over a period of 3 years it is proposed that the level of available funding will gradually reduce by 33% each year –</p> <p>It is suggested that the Council's Priorities Fund is utilised to maintain the budget in 2024/25, and the reduced budget in years 2 and 3 as per above, totalling £595,967 over the 3 years.</p> <table> <tr> <td>Year 1 (24/25) – maintain current budget</td> <td>£299,381</td> </tr> <tr> <td>Year 2 (25/26) – reduce to 66% of current budget</td> <td>£197,592</td> </tr> <tr> <td>Year 3 (26/27) – reduce to 33% of current budget</td> <td>£98,796</td> </tr> </table> <p>The proposed amalgamation of the three grant areas will enable a community wealth building approach to be adopted moving forward, allowing local organisations and communities to submit applications for the combined grant pot. This people centred approach places control and benefits into the hands of local people, allowing them to bid for funding for projects/services that are most valuable to local communities, and which are aligned to/support delivery of the Council's strategic priorities.</p> <p>It is also proposed that for future years consideration is given to implementing a simplified and streamlined online application/bidding process, providing a single point of entry for communities to bid for the grant funding, making the process as efficient as possible. Suitable options for this will be explored with ICT/Digital Customer Transformation team.</p>			Year 1 (24/25) – maintain current budget	£299,381	Year 2 (25/26) – reduce to 66% of current budget	£197,592	Year 3 (26/27) – reduce to 33% of current budget	£98,796
Year 1 (24/25) – maintain current budget	£299,381							
Year 2 (25/26) – reduce to 66% of current budget	£197,592							
Year 3 (26/27) – reduce to 33% of current budget	£98,796							
Impact and Risk Associated with Proposed Saving								
<p>There will be no staff reductions as a result of the proposals.</p> <p>A review of the current, separate, grant application processes will be undertaken to provide a single point of entry for customers, making it easier to submit online applications for the grant funding.</p> <p>Amalgamation of the grants provides an increased level of flexibility for communities in terms of the type of project that can be applied for, and contributes to delivery of the Council's priorities.</p> <p>A reduction in the Strategic Events and Festivals fund does not support the delivery of any statutory services for the Council, however there is a risk that the number of events and festivals, which contribute significantly to the culture, heritage and economy of Argyll and Bute will diminish.</p>								

However, other/alternative funding streams are available, including Events Scotland funding, for this type of activity.

A reduction in the grant funding currently used to support the running costs of a number of third sector groups may result in these non-statutory groups/organisations closing or ending certain activities.

The proposal, if implemented, will mean that the Council will require to give further consideration, in the light of the circumstances at that time, whether they wish to allocate any funding beyond 2026-27, however this has not been built into the budget estimates at this stage.

Current Status of Developing the Option and Next Steps

Initial discussions have taken place at the Budget Group and it is proposed that current SEF, together with the other community and Education grants, are taken as a saving in 2024/25, with the Priorities fund being used to maintain the current level of funding available to the public for 2024/25 and the reduced amounts in 2025/26 and 2026/27.

If the proposal is approved, promotion of the decision and the new funding approach to the public will be required.

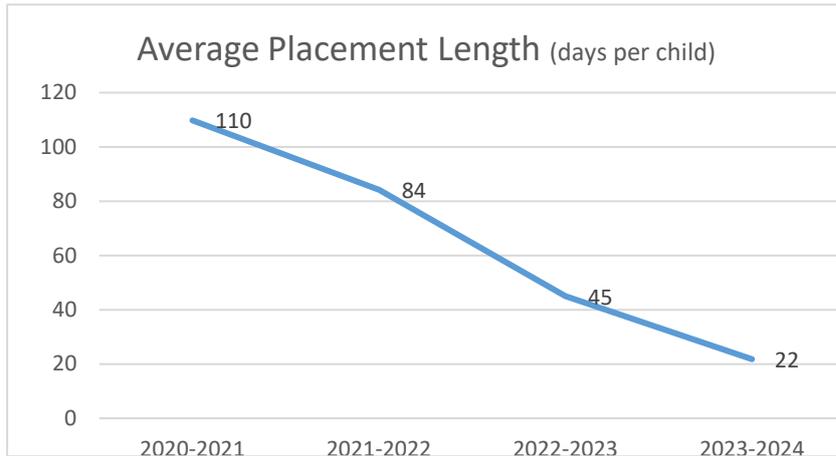
Detailed work is required to develop potential options for a single online point of entry for applications to the grant.

Saving

2024-25			2025-26			2026-27		
£000	FTE	H/Count	Cumulative £000	FTE	H/Count	Cumulative £000	FTE	H/Count
299	0	0	299	0	0	299	0	0

2024-25 BUDGET PREPARATION – SAVING OPTION

Head of Education Wendy Brownlie		Ref: 2024/25 011																	
Service Delivery Area	Education																		
Saving Title	Positive Starts																		
Summary of Savings Proposal																			
<p>As a result of the 1140 Funding Follows the Child policy, referrals to the Positive Starts support scheme have been reducing year on year. In addition, as a result of increased scrutiny pressures on the ELC sector by the introduction of the National Standard and increased inspection, the Early Years team no longer have capacity to quality assure and administer the Positive Start budget to a level where we can ensure positive impact for children and families or best value in relation to the service. Referrals for support do not come from Education, they come from Health and Social work.</p>																			
<p style="text-align: center;">Origin of Referral Year on Year</p> <table border="1"> <caption>Origin of Referral Year on Year</caption> <thead> <tr> <th>Year</th> <th>Health Visitor</th> <th>Social Worker</th> </tr> </thead> <tbody> <tr> <td>2020-2021</td> <td>8</td> <td>2</td> </tr> <tr> <td>2021-2022</td> <td>20</td> <td>0</td> </tr> <tr> <td>2022-2023</td> <td>35</td> <td>0</td> </tr> <tr> <td>2023-2024</td> <td>48</td> <td>2</td> </tr> </tbody> </table>					Year	Health Visitor	Social Worker	2020-2021	8	2	2021-2022	20	0	2022-2023	35	0	2023-2024	48	2
Year	Health Visitor	Social Worker																	
2020-2021	8	2																	
2021-2022	20	0																	
2022-2023	35	0																	
2023-2024	48	2																	
<p>Education offered the budget to HSCP who make all of the referrals. However, this was not a budget they were willing to manage.</p> <p>It is proposed that this budget stream be offered as a saving.</p>																			
Impact and Risk Associated with Proposed Saving																			
<p>Positive Start budget will no longer provide support for families with children aged 0-3 when required, although some of these children may be eligible to receive their funded entitlement within an ELC setting.</p> <p>Risk is that this will be seen as reducing early intervention approaches, although this is a non-statutory provision.</p> <p>Although as can be seen below the financial spend has been decreasing since 2021 and length of placement has also been reducing.</p>																			
Actual spends over 4 years from the Positive Start budget	2020-21	2021-22	2022-23	2023-24 as at the 31st of December 2023															
Partner Nurseries	19,529	52,964	24,075	33,684															
Community Childminders	39,727	52,414	37,463	8,645															
Total	59,256	105,378	61,537	42,329															



Total budget proposed to save is approx. £100,000

We have 6 community childminders who have this year had 6 children placed with them for on average 22 days. These childminders could be affected by loss of income although they operate private businesses in tandem with this work.

42% of Positive Start Placements are in Partner Provider Nurseries. These partners could be affected by loss of income although they operate private businesses in tandem with this work.

40% of Positive Start Placements are in Local Authority Nurseries. If Scottish Government continues expansion of eligible children to 1 and 2 year olds Local Authority Nurseries could would not have capacity to accommodate the Positive Start children.

To date this session Positive Start placements have totalled:

- 80 days in Bute and Cowal
- 218 days in Helensburgh and Lomond
- 117 days in Mid Argyll, Kintyre and Islay
- 0 days in Oban Lorn and the Isles

Current Status of Developing the Option and Next Steps

This funding will be offered as a savings option for 2024-2025.

Saving

2024-25			2025-26			2026-27		
£000	FTE	H/Count	Cumulative £000	FTE	H/Count	Cumulative £000	FTE	H/Count
100	0	0	100	0	0	100	0	0

2024-25 BUDGET PREPARATION – SAVING OPTION

						Ref: 2024/25 012		
Service Delivery Area			Roads and Infrastructure Services (RIS)					
Saving Title			RIS Review					
Summary of Savings Proposal								
<p>During 2023-24 the service undertook a review and external consultants were appointed to conduct this. Some initial saving opportunities have been identified but the detail and time line associated with these have not been fully worked up.</p> <p>It is anticipated that in future years further efficiency savings will be achievable but the level of these are not yet known therefore currently a part year saving target is included to allow time for implementation of the findings from the review.</p>								
Impact and Risk Associated with Proposed Saving								
The figure of £0.200m is a target in year 1 and at this stage it cannot be guaranteed to be fully deliverable in 2024-25.								
Current Status of Developing the Option and Next Steps								
The findings from the review require to be fully planned and implemented so that savings can be accurately identified both in 2024-25 and future years.								
Saving								
2024-25			2025-26			2026-27		
£000	FTE	H/Count	Cumulative £000	FTE	H/Count	Cumulative £000	FTE	H/Count
200	0	0	200	0	0	200	0	0

APPENDIX 7
SERVICE SUMMARY OF BUDGET POSITION 2024-25

Department	Service	2023-24 Budget	Other Base Budget Adjustments	Settlement Commitments	Updated Base Budget	Employee Budget Changes	Non-Pay Inflation - Inescapable	Cost and Demand Pressures	Live Argyll Management Fee Adjustment	Measures to Balance the Budget	Social Work Pressures Absorbed by HSCP	Funding Requests	2024-25 Draft Budget
		£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000	£000
Council Departments:													
Chief Executive's Unit	Chief Executive	922	33	0	955	40	0	0	0	(104)	0	0	891
Executive Director (Douglas Hendry)	Executive Director (Douglas Hendry)	41	14	0	55	(26)	0	0	0	0	0	0	29
Executive Director (Douglas Hendry)	Head of Commercial Services	11,689	431	0	12,120	(630)	552	115	(363)	(291)	0	0	11,503
Executive Director (Douglas Hendry)	Head of Education	99,573	4,288	7,634	111,495	1,882	680	525	0	(206)	0	0	114,376
Executive Director (Douglas Hendry)	Head of Legal and Regulatory Support	15,651	141	0	15,792	(332)	658	480	0	(92)	0	0	16,506
Executive Director (Kirsty Flanagan)	Executive Director (Kirsty Flanagan)	(410)	12	0	(398)	(15)	0	0	0	0	0	0	(413)
Executive Director (Kirsty Flanagan)	Head of Customer Support Services	9,004	30	0	9,034	(418)	131	63	0	(15)	0	0	8,795
Executive Director (Kirsty Flanagan)	Head of Development and Economic Growth	7,911	579	0	8,490	(626)	18	140	0	(216)	0	0	7,806
Executive Director (Kirsty Flanagan)	Head of Financial Services	5,711	(56)	0	5,655	(328)	35	353	0	(25)	0	0	5,690
Executive Director (Kirsty Flanagan)	Head of Roads and Infrastructure Services	32,022	954	0	32,976	(1,249)	697	1,175	0	(546)	0	0	33,053
Non Departmental:													
Joint Boards	Joint Boards	1,496	0	0	1,496	0	61	0	0	0	0	0	1,557
Other Operating Income & Expenditure	Elected Members	1,261	0	0	1,261	(62)	0	0	0	0	0	0	1,199
Other Operating Income & Expenditure	Sundry Services	2,325	(464)	0	1,861	0	425	0	0	(1,594)	0	0	692
Other Operating Income & Expenditure	Unfunded Pensions	1,554	0	0	1,554	0	0	0	0	0	0	0	1,554
Non Controllable Costs:													
Insurances		1,768	0	0	1,768	0	95	126	0	0	0	0	1,989
Non Domestic Rates		5,095	0	0	5,095	0	0	0	0	0	0	0	5,095
Apprenticeship Levy (Council)		545	22	0	567	46	0	0	0	0	0	0	613
Capital Charges (loans charges)		12,125	685	0	12,810	0	0	18	0	0	0	0	12,828
COUNCIL TOTAL		208,283	6,669	7,634	222,586	(1,718)	3,352	2,995	(363)	(3,089)	0	0	223,763
Health and Social Care Partnership:													
Social Work	Chief Officer	(704)	14	(35)	(725)	(28)	0	0	0	0	(1,929)	0	(2,682)
Social Work	Acute and Complex Care	20,216	161	0	20,377	(342)	0	0	0	0	0	0	20,035
Social Work	Children & Families	16,718	395	207	17,320	(828)	0	0	0	0	0	0	16,492
Social Work	Health and Community Care	39,516	555	295	40,366	(374)	0	0	0	0	0	0	39,992
Social Work	Strategic Planning and Performance	507	15	0	522	(33)	0	0	0	0	0	0	489
SOCIAL WORK TOTAL		76,253	1,140	467	77,860	(1,605)	0	0	0	0	(1,929)	0	74,326
Rounding													(1)
TOTAL		284,536	7,809	8,101	300,446	(3,323)	3,352	2,995	(363)	(3,089)	(1,929)	0	298,088
Funding:													
Scottish Government Funding													238,902
Council Tax Income													67,114
Balance to reserves - Council (6,875 one off pension saving less 2,000 released for 24-25)													(4,875)
Social Work - one off pension saving to be held in Council reserves													(3,053)
OVERALL FUNDING SURPLUS / (GAP)													0

FUNDING REQUESTS

1. Introduction

- 1.1 Five funding requests have been received to be considered as part of the Budget as outlined below. Further information can be provided by the organisations if required.

2. The International Eight Metre Association (IEMA) World Cup Championship

- 2.1 The International Eight Metre Association (IEMA) will hold its World Cup Championship at Rhu between the 19th and 24th August 2024. The event will be jointly hosted by the Royal Northern and Clyde and the Mudhook Yacht Clubs. This is a major and prestigious international sporting event which will be a significant showcase for the Helensburgh area and for Clyde yachting.

- 2.2 Accommodation in hotels and rental houses will be required for up to 250 people. There will be interest in local attractions (Hill House, distilleries etc) and hospitality venues will see additional custom. It is estimated that the event will bring some £35,000 income to the marinas, boat yards and boat transport companies directly involved in the event and some £45,000 income to the hospitality industry. In general, the local profile will be raised by a concerted publicity and media campaign showcasing the event. It is expected that visitor footprint to the Helensburgh area will increase during the week.

- 2.3 This is an expensive sporting event with a budget currently estimated to be circa £80,000 for the week. Some of this is covered by entry fees and ticket sales to social events but the organisers need to find additional funding through sponsorship. In 2007 the Council supported the World Cup with a generous grant of £10,000. It would be very much appreciated if that donation could be repeated in 2024. In addition, it would be very good if the Opening Reception in the Helensburgh Civic Centre was officially hosted by the Council as a demonstration of the importance of the event to the local area.

- 2.4 The request is for 1 year of funding at £10,000. Members are asked to give consideration to this request and how it would be funded.

3 AITC

- 3.1 The budget requested to support the overall delivery of the marketing activities for 2024-25 comes from several different sources and will be delivered by the AITC team and specialist partners as required. Funds will be drawn from membership fees paid to AITC, the requested grant from Argyll and Bute Council and may include grants from Visit Scotland if available.

3.2 The £75,000 Argyll and Bute Grant is anticipated to be apportioned as follows:

ACTIVITY	BUDGET	OUTCOMES
PR & media – Destination positioning	5,000	• Reach new audiences.
Bloggers, Influencers	10,000	• Reach new audiences, island focus.
Paid social promotion	5,000	• Boost marketing reach across all campaigns.
New format, license-free photography	10,000	• Assets that can be shared with Visit Scotland, A&BC & and AITC Members.
SEO Copywriting & and new content development	10,000	• Insight-based new content across all Wild About Argyll & Love Oban areas.
Campaign delivery	30,000	
Business support initiatives	5,000	
TOTAL	£75,000	

3.3 The marketing campaigns and activities planned for delivery aim to deliver the following strategic priorities:

- Extending the season and spreading visitors across the destination.
- Reaching new audiences
- The Journey to Net Zero

3.4 The request is for 1 year of funding at £75,000. Members are asked to give consideration to this request and note that it could be funded from the existing Staycation and Marketing Earmarked Reserve.

4 CHARTS

4.1 The Culture, Heritage and Arts Assembly, Argyll and Isles (CHARTS), is requesting £75,000 of financial support from Argyll & Bute Council for the year 2024-25. This will be used to fund foundational support for our delivery plan 2024-25, which has been designed to build resilience and profile across the region's culture, heritage and arts sector. It aims to further drive the sector forward and build on the successes the organisation has achieved to date, including through the £75k support received from the Council in 2023-24. The current and previous Council grant award has assisted to lever an additional £452,438 of external funding for use during financial years 2023-25, and for direct distribution to the culture sector excluding organisational costs, with potential of further project income (circa £30k) expected before this financial year end. Since 2020, CHARTS has raised £1,135,628 building on £250k foundational support from the Council. This demonstrates

significant return on Council investment that has enabled CHARTS to continue its successful project delivery and fundraising reputation. During December, our Vice Chair was able to present our achievements and plans to each of the Council Area Business Committees and to answer questions from Councillors. Presentations received strong interest and support. However, as a third sector organisation the board is also conscious of the need to diversify income streams and gradually reduce reliance on grant funding. This is a priority as the organisation develops in order to become more sustainable. The board and staff team are currently working on a new business plan for publication in April 2024 and for the term of the next plan have identified an earned income strategy for activity with an ambition to raise 20% of turnover from earned income sources.

- 4.2 The request is for 1 year of funding at £75,000. Members are asked to give consideration to this request and how it would be funded.

5 SCREEN MACHINE

- 5.1 The Screen Machine is a visible and important cornerstone of Scotland's vibrant film and cinema culture. It brings a diverse range of films and events to areas throughout Scotland that otherwise lack regular, professional cinema provision. The loss of the Screen Machine service at this point would likely be irreversible in the coming years. At present there are three parallel funding requirements attached to the continuation of both RSS and the Screen Machine service, which is not a commercial service in the current climate and is only viable with public support. The primary source of that support is Creative Scotland, which awards RSS an annual (revenue) grant of £206,783 as a Regularly Funded Organisation (RFO). RSS does not currently receive revenue support from HIE (it did until end 2022-23), or any of the councils in the areas that benefit from and enjoy the Screen Machine service. RSS is experiencing funding issues as a result of: a) standstill RFO revenue funding from Creative Scotland since 2018; b) the loss in the current and coming year of HIE revenue funding; c) the inflationary cost pressures we are all dealing with; d) a reduction in box office income as the Screen Machine they leased with Screen Scotland's support in 2023-24 cannot reach all of the previous Machine's regular stops.
- 5.2 The leased Screen Machine operating in 2023-24 replaced the previous Machine which operated for a number of years but which can no longer travel. The current lease funding from Screen Scotland (which is on top of the RFO award) expires at the end of the current financial year.
- 5.3 HIE has offered capital support for the purchase of the new Screen Machine, though additional fundraising will be required. RSS are undertaking that fundraising, but their weak financial position means that without additional revenue funding in 2023/24, and across 2024/25 and 2025/26 they may cease trading before that fund raising can be completed. The projections show a balanced budget from 2026/27 if the new Machine is in place. Screen Scotland is considering an additional in-year award to RSS to improve

business resilience, allow for further fundraising, and support the lease of the temporary Screen Machine across 2024/25 and 2025/26. The additional revenue sum (on top of RFO) they are considering awarding is in the region of £350k – inclusive of the 24-month lease costs. They seek the continued delivery of the Screen Machine service, which they believe is best achieved via its expert operator RSS, but they believe that a service that delivers both national and local value should be supported at both a national and local level. On this basis their offer of the £350k will be conditional upon RSS securing aggregate revenue funding from those councils in which the Screen Machine operates of at least £100k per annum.

5.4 The Screen Machine serves a wide range of coastal, remote and island communities. It is a well-loved and well-used resource for residents in those communities. This reduction in access to cultural cinema risks impacting the sense of community and shared experiences that the service brings, along with missed opportunities to showcase a diverse range of Scottish and international films and cultural activity. Additionally, it will lead to significantly increased travel time for audiences to attend other venues, more use of private transport for those audiences who are willing and able to travel, and significantly decreased opportunities for those who aren't able.

5.5 The Screen Machine currently operates in the following council areas: Highland (41% of the Screen Machine's stops), Argyll & Bute (28%), Comhairle nan Eilean Siar (20%), North Ayrshire (5%), Moray (3%), and Orkney (3%). We acknowledge the budgetary constraints faced by all public bodies at present – our own budget is under significant pressure but we feel the Screen Machine is vital, likely irreplaceable should RSS fail, and at immediate risk of failure unless its revenue funding position improves. Following RSS's initial round of letters (early November 2023) to the councils it operates within seeking revenue support North Ayrshire Council have written with an offer of £5k.

5.6 The request is for 1 year of funding at £28,000. Members are asked to give consideration to this request and how it would be funded.

6 Mid Argyll Community Pool (MACPool)

6.1 MACPool supports 600 swimmers per week to learn to swim, for recreation, to keep active and to aid recovery from injury or illness.

6.2 MACPool reports that income from activities to March 2024 is expected to increase by 14% year on year and by 11% next year. Labour costs will have grown by only 2% during 2023-24 mainly due to staff shortages but it is expected to grow by 8% next year due to the national living wage increase impacting salaries. Energy costs have grown by 64% (an extra £25k) and is due to grow by a further 3% next year. The accountants have advised that the reserves are too low and need to increase by £30,000, which together with maintenance issues which are currently underfunded, means MACPool are

needing to find an extra £50,000 income per annum in the coming years to remain a going concern in the future.

- 6.3 The request is for 1 year of funding at £30,000. Members are asked to give consideration to this request and how it could be funded.

REVENUE BUDGET 2024-25
FEES AND CHARGES

1 EXECUTIVE SUMMARY

- 1.1 This report provides Members with information in relation to fees and charges for 2024-25.
- 1.2 The Council raises fees and charges for a number of services it delivers, and a review of the level of fees and charges is carried out each year.
- 1.3 The general increase to fees and charges is proposed at 6% for 2024-25. A 6% increase was applied in 2023-24 following a 3% increase each year between 2017-18 and 2022-23.
- 1.4 There are some exceptions to the general inflationary increase which are outlined within the report at paragraph 3.2.2. There are also charges where no inflationary increase has been applied, noted in paragraph 3.6 and charges where the rate is set by others, noted in paragraph 3.7. All fees and charges are included within the attached schedule of charges. The total of the general inflationary increase plus the exceptions would equate to additional income of £0.385m.
- 1.5 Harbour Fees have been increased by 3%. This 3% increase is ring fenced to fund asset improvement and sustainability within the piers and harbours. This is estimated to generate additional income of £0.279m. No general inflationary increase has been proposed for piers and harbours dues in order that the service is cost neutral.
- 1.6 New fees and charges which are being introduced for 2024-25 are itemised in section 4.
- Nursing Care Provision
 - Residential Care Provision at Kintyre Care Centre
 - Ferry Services
 - Jura Ferry (vehicles > 5.01m)
 - Cuan and Jura Ferry – vehicle charges inclusive of driver
- 1.7 All fees and charges are included within the attached schedule of charges.

REVENUE BUDGET 2024-25
FEES AND CHARGES
2. INTRODUCTION

2.1 This report provides Members with information in relation to fees and charges for 2024-25.

3. DETAIL

3.1 The Council raises fees and charges for a number of services it delivers, and a review of the level of fees and charges is carried out each year. Appendix 1 to this report contains the full list of fees and charges for each service and the following paragraphs summarise the main changes.

3.2 General Inflationary Increase

3.2.1 The general increase to fees and charges is proposed at 6% for 2024-25. A 6% increase was applied in 2023-24 following a 3% increase each year between 2017-18 and 2022-23.

In some cases, fees and charges are rounded up or down and that gives a variation from the simple 6%. For some smaller charges, the rounding effect may mean that the charge remains the same.

3.2.2 There are a few exceptions to the standard inflationary increases and these are noted in the table below:

Description	Increase	Reason for Increase
Local Authority Residential Care Provision (Community Care) Weekly charge	3%	Charge has been right-sized to reflect budgeted costs.
Non - Residential Services – excluding Sleepover Service	9%	Rate increase reflects anticipated change in base to match Scottish Living Wage (SLW) which is a Scottish Government requirement from 2018/19 onwards as well as the impact of inflation on non-payroll costs.
Local Authority Residential Care Provision (Children & Families)	1%-5%	Charge has been right-sized per unit to reflect budgeted costs.
Civic Government Licensing	18%	Per triennial review, fees set for 3 years and reflect the increased cost of providing

		this service. Note fees last increased in 2021. See Appendix 2 for more detail.
Electric Vehicle Charging per Kwh	67%	Charge has been increased to reflect increasing asset management costs. Additional income will be ring fenced within the service area to cover ongoing costs. This increase brings charges in line with the majority of other Local Authorities and closer to the rate charged by private providers. Given the increasing costs likely to come forward to manage this asset group, a delegation to Officers to have authority to vary the fees in-year if necessary is being sought.
Cuan Ferry Commercial Vehicle / Coaches	27%-197%	Charges have been right-sized to reflect proportion of deck space used by the vehicle.
Jura Ferry Passenger Fares	9%-17%	Charges have been aligned with those of the Lismore Ferry Passenger Fares. The highest percentage increase of 17% relates to a Child Single Fare which would increase 20p from £1.20 to £1.40.
Cinema Licence	-19%	Charges reduced in line with cap noted in the Cinemas Act 1985.

3.2.3 The total impact of the general inflationary increases and those in the table above equates to an increase in income of £0.385m.

3.3 Piers and Harbours

3.3.1 Harbour Fees have been increased by 3%. This 3% increase is ring fenced to fund asset improvement and sustainability within the piers and harbours. This is estimated to generate additional income of £0.279m. No general inflationary increase has been proposed for piers and harbours dues in order that the service is cost neutral.

3.4 Civic Government Licensing

3.4.1 The Civic Government Licensing triennial review of fees and charges was presented to and recommended by the Planning, Protective Services and Licensing Committee at its meeting on 24 January 2024. The proposed fees represent a 5% to 6.91% year on year increase (over the 3 year period) and will be in place until June 2027.

3.5 Social Work Charges

3.5.1 The 2024-25 Social Work Fees and Charges schedule was presented to and endorsed by the IJB at its meeting on 31 January 2024. All Social Work fees and charges are included within the attached schedule of charges. These include new fees and charges for Local Authority Residential Care Provision at Kintyre

Care Centre (Community Care) Weekly Charge and Local Authority Nursing Care Provision (Community Care) Weekly Charge following the purchase of Kintyre Care Centre which is the only Local Authority owned Care Home which provides Nursing Care services.

There are no other changes proposed to the Social Work charging policies for 2024-25.

3.6 No Inflationary Increase

3.6.1 There are a number of fees where no inflationary increase has been applied. These are:

- Funeral Service Charges – these were new charges introduced in 2023-24 and are still an emerging service provision. As such it is proposed that the charges will not be inflated for 2024-25.
- Homeless Temporary Accommodation – only the service charge is subject to inflation because the rate is linked to the Local Housing Allowance to keep them affordable.
- Public Convenience entrance fee – these are only reviewed periodically and no increase is proposed in 2024-25. The Council previously decided to raise the fee from 30p to 50p in line with other chargeable publically accessible toilets across Scotland, at the same time as agreeing a project to reinstate defunct charging infrastructure at some sites and introduce charges at new sites. The works to install the charging infrastructure were delayed and only implemented late in 2023-24 therefore it is felt that since the “new” charge of 50p was only recently implemented due to the lack of charging infrastructure it would be unreasonable to increase the charge at this time.
- Parking – as per recommendation in the Council’s review of TRO arrangements. Argyll and Bute Council are currently carrying out a review of Roads and Infrastructure Services and as such no inflation has been applied to these charges pending the review findings.
- Hermitage Park Pavilion Community Room (Commercial Rate) – charges realigned with Helensburgh and Lomond Civic Centre room hire Commercial Rates
- School meals income (refer to paragraph 3.6.2 to 3.6.3)

3.6.2 Members are asked to consider a recommendation from officers that the charges for school meals are not increased in 2024/25 (these also were not increased in 2023/24). The recommendation is based on the factors noted in paragraph 3.6.3 below.

3.6.3 There are non-financial factors which officers have taken into account in their assessment which they consider outweigh the financial benefits to the Council from an increase in the school meals charges which are:

- The financial impact on families of additional school lunch costs would compound the financial difficulties which many families are already having to cope with in the current cost of living crisis. Families may opt to continue to buy the more expensive meals and look at other areas of their expenditure to cut back on to balance their household budgets or they might seek alternative lower cost, less healthy and less nutritional meal

options elsewhere. Both options are highly likely to be detrimental to the overall health and wellbeing of pupils and their families. There is also a risk of increased school meal debt, for which the Scottish Government has recently announced one off funding in recognition of the current cost of living crisis and impact on families; and

- The Council has a statutory duty under the Schools (Health Promotion and Nutrition) (Scotland) Act 2007 to promote nutrition with school meals provision being a key element of the Council’s efforts to ensure that all children have at least one nutritious meal per day. Local research on demand modelling shows that an increase in school meal charges will most likely reduce demand and therefore uptake of school meals. The result would be fewer children having a nutritious school meal which would be counterproductive to the Council satisfying its statutory obligation.

3.7 Fees set by Others

3.7.1 There are also a number of services where the charges are advised by others and therefore, at present, have not been inflated or an estimated inflation rate has been applied:

- Registrars Fees - these are set by the Registrar General and the last fees were set in May 2022.
- Removal of abandoned car – this charge is set by legislation.
- Petrol Storage Certificate
- Explosives/Fireworks License and Registration
- Private Water Supplies
- Landfill Tax
- Roads Inspection charges, set by Roads Authority and Utility Committee (Scotland).
- Penalty Charges notices set by the Scottish Government.
- Private Landlord Registration Fees set by the Scottish Government.
- Inter-Authority Substitute Family Care Placements
- Blue Badges

4. NEW FEES AND CHARGES

4.1 The 2024-25 budget proposals include new fees and charges for the following:

Description	Charge	Reason for New Fee
Local Authority Nursing Care Provision (Community Care) Weekly Charge	£1,705.50	Acquisition of Kintyre Care Centre, the Council's only Nursing Home, requires a new nursing care charge to be established.
Local Authority Residential Care Provision at Kintyre Care Centre	£1,463.87	Acquisition of Kintyre Care Centre requires a specific Residential care charge to be established.

(Community Care) Weekly Charge		
Jura Ferry – Vehicles 5.01m to 8.0m Return (incl. driver)	£54.40	Service demand for return ticket including driver (previously 2 vehicle singles and 2 driver singles would have been required)
Jura Ferry – Vehicles 8.01m to 12.0m Return (incl. driver)	£76.00	Service demand for return ticket including driver (previously 2 vehicle singles and 2 driver singles would have been required)
Jura Ferry – Commercial Vehicles / Coaches 12.01m-18m Return (incl. driver)	£150.00	Service demand for return ticket including driver (previously 2 vehicle singles and 2 driver singles would have been required). This will create additional income which will be monitored and reported during the year.
Jura Ferry – Commercial Vehicle carrying Dangerous Goods Return (incl. driver)	£150.00	Service demand for return ticket including driver (previously 2 vehicle singles and 2 driver singles would have been required). This will create additional income which will be monitored and reported during the year.
Cuan & Jura Ferries – fares inclusive of driver	Various	Service demand for tickets inclusive of the vehicle driver (previously separate vehicle and driver tickets would have been required)
Oban Harbour Conservancy Charge - Vessels with a GRT over 50 registered tonnage	£0.07 per Gross Registered Tonne (GRT)	See paragraph 4.2
Oban Harbour Conservancy Charge - Calmac vessels	£0.02 per Gross Registered Tonne (GRT)	See paragraph 4.2

4.2 The new Oban Harbour Authority Conservancy Charges has been introduced to cover the costs associated with the new Oban Harbour Authority that is currently in the process of being put through legislation. Details of this new fee were presented to and endorsed by the Harbour Board on 31 January 2024 and further detail can be found in the Harbour Board report.

5. REMOVED FEES AND CHARGES

5.1 The 2024-25 budget proposals reflect fees and charges which have been

removed as they are no longer required:

- Sale of milk - £0.10 in 2023-24
- Covid-19 defog process during vehicle inspections - £12.50 in 2023-24
- Fax – minimum charge (less than 10 seconds) - £0.34 in 2023-24
- Fax – rate per 10 seconds thereafter - £0.11 in 2023-24
- Fax – receiving per sheet (libraries) - £0.78 in 2023-24
- Purchase of double burial lair - £2,209.00 in 2023-24
- Purchase of treble burial lair - £3,314.00 in 2023-24
- Jura Ferry – Motorhomes 5.01m-8.0m Single - £23.40 in 2023-24
- Jura Ferry – Motorhomes 8.01m-12.0m Single - £26.30 in 2023-24
- Jura Ferry – Commercial Vehicles / Coaches 5.01m-8.0m Single - £23.30 in 2023-24
- Jura Ferry – Commercial Vehicles / Coaches 8.01m-12.0m Single - £26.20 in 2023-24
- Jura Ferry – Commercial Vehicles / Coaches 12.01m-18.0m Single - £29.40 in 2023-24

6. CONCLUSION

- 6.1 The general inflationary increase would equate to additional income of £0.385m in 2024-25. All other fee increases agreed as part of previous budgets have been accounted for within the base budget or as part of the previously agreed savings amount.
- 6.2 The 3% increase applied to fees and charges in respect of Piers & Harbours to fund the Asset Management plan would equate to an additional £0.279m.

7. IMPLICATIONS

- 7.1 Policy – Outlines the proposed increases to fees and charges for 2024-25.
- 7.2 Financial - The annual adjustment to fees and charges ensures that charges remain relevant to service costs which enables the Council to maintain proportionate income levels in order to sustain services.
- 7.3 Legal – None.
- 7.4 HR – None.
- 7.5 Fairer Scotland Duty: See below
- 7.5.1 Equalities –The proposed changes apply equally to everyone who receives a service which the Council will continue to charge for. Therefore there are no anticipated adverse equality issues arising from this report.
- 7.5.2 Socio-Economic Duty - Mainly inflationary increases therefore limited impact.
- 7.5.3 Islands Duty - Mainly inflationary increases therefore limited impact.
- 7.6 Climate Change – None
- 7.7 Risk – Minimal risk.
- 7.8 Customer Service - Minimal risk in respect of the inflationary increases.
- 7.9 The Rights of the Child (UNCRC) - None

**Kirsty Flanagan - Section 95 Officer
6 February 2024**

Policy Lead for Finance and Commercial Services - Councillor Gary Mulvaney

Appendix 1 – Schedule of Fees and Charges

Appendix 2 – Civic Government (Scotland) Act 1982 – Licensing Fees in Preparation for Licence Renewals

For further information contact Anne Blue, Head of Financial Services
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Fees and Charges for 2024-25

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Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
SOCIAL WORK												
Local Authority Residential Care Provision (Community Care) Weekly Charge (excluding Kintyre Care Centre)		1,660.78	Outwith the Scope	0.00	1,660.78	1,705.50	Outwith the Scope	0.00	1,705.50	44.72	3%	
Local Authority Residential Care Provision at Kintyre Care Centre (Community Care) Weekly Charge						1,463.87	Outwith the Scope	0.00	1,463.87	1,463.87	0%	
Local Authority Nursing Care Provision (Community Care) Weekly Charge						1,705.50	Outwith the Scope	0.00	1,705.50	1,705.50	0%	
Non - Residential Services - Lunch Clubs - per meal		5.10	Outwith the Scope	0.00	5.10	5.40	Outwith the Scope	0.00	5.40	0.30	6%	
Non - Residential Services - Telecare - Community Alarms - per week		6.10	Outwith the Scope	0.00	6.10	6.45	Outwith the Scope	0.00	6.45	0.35	6%	
Non - Residential Services - Telecare - Care Assist System - per week		5.20	Outwith the Scope	0.00	5.20	5.50	Outwith the Scope	0.00	5.50	0.30	6%	
Non - Residential Services - Telecare - Mobile Devices and Monitoring - per week		2.90	Outwith the Scope	0.00	2.90	3.05	Outwith the Scope	0.00	3.05	0.15	5%	
Non - Residential Services - Telecare - Canary System - per week		2.25	Outwith the Scope	0.00	2.25	2.40	Outwith the Scope	0.00	2.40	0.15	7%	
Non - Residential Services - Home Help - hourly rate		23.40	Outwith the Scope	0.00	23.40	25.62	Outwith the Scope	0.00	25.62	2.22	9%	Adjusted to reflect estimated changes in staff pay from April 2024.
Non - Residential Services - Housing Support - hourly rate		23.40	Outwith the Scope	0.00	23.40	25.62	Outwith the Scope	0.00	25.62	2.22	9%	Adjusted to reflect estimated changes in staff pay from April 2024.
Non - Residential Services - Employment Support - hourly rate		23.40	Outwith the Scope	0.00	23.40	25.62	Outwith the Scope	0.00	25.62	2.22	9%	Adjusted to reflect estimated changes in staff pay from April 2024.
Non - Residential Services -Sleepover Service - per night		127.44	Outwith the Scope	0.00	127.44	133.92	Outwith the Scope	0.00	133.92	6.48	5%	Adjusted to reflect estimated changes in staff pay from April 2024.
Non - Residential Services -Transport - per day		3.20	Outwith the Scope	0.00	3.20	3.40	Outwith the Scope	0.00	3.40	0.20	6%	Adjusted to be divisible by 2 to enable one-way charging
Non - Residential Services -Elderly Day Care - hourly rate		10.20	Outwith the Scope	0.00	10.20	10.80	Outwith the Scope	0.00	10.80	0.60	6%	Adjusted to be divisible by 4 to reflect quarter hour visits
Non - Residential Services -Learning Disability Resource Centre Service - hourly rate		27.00	Outwith the Scope	0.00	27.00	28.60	Outwith the Scope	0.00	28.60	1.60	6%	Adjusted to be divisible by 4 to reflect quarter hour visits
Provision of Occupational Therapy Consultation - Per assessment/consultation		283.30	Outwith the Scope	0.00	283.30	300.30	Outwith the Scope	0.00	300.30	17.00	6%	
Provision of Professional Services - Per Community Care Assessment/ Consultation		710.00	Outwith the Scope	0.00	710.00	752.60	Outwith the Scope	0.00	752.60	42.60	6%	
Provision of Professional Services - Full needs assessment only		539.10	Outwith the Scope	0.00	539.10	571.45	Outwith the Scope	0.00	571.45	32.35	6%	
Provision of Professional Services - Needs Review only		197.10	Outwith the Scope	0.00	197.10	208.95	Outwith the Scope	0.00	208.95	11.85	6%	
Children & Families - Local Authority Residential Care Provision: Dunculutha (weekly charge)		2,285.08	Outwith the Scope	0.00	2,285.08	2,399.48	Outwith the Scope	0.00	2,399.48	114.40	5%	Charge levied to other HSCPs/Councils buying places from Argyll and Bute.
Children & Families - Local Authority Residential Care Provision: Shellach View (weekly Charge)		2,300.88	Outwith the Scope	0.00	2,300.88	2,318.91	Outwith the Scope	0.00	2,318.91	18.03	1%	Charge levied to other HSCPs/Councils buying places from Argyll and Bute.
Children & Families - Local Authority Residential Care Provision: Helensburgh (weekly Charge)		2,223.04	Outwith the Scope	0.00	2,223.04	2,273.57	Outwith the Scope	0.00	2,273.57	50.53	2%	Charge levied to other HSCPs/Councils buying places from Argyll and Bute.
Children & Families - Other Charges - Inter Country Adoptions		7,442.70	Outwith the Scope	0.00	7,442.70	7,889.25	Outwith the Scope	0.00	7,889.25	446.55	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Inter-Authority Substitute Family Care Placements: Within Scotland	In line with British Association of Adoption and Fostering (BAAF) recommended figures		Outwith the Scope				Outwith the Scope					In line with British Association of Adoption and Fostering (BAAF) recommended figures.
Inter-Authority Substitute Family Care Placements: Elsewhere - 1 child	In line with British Association of Adoption and Fostering (BAAF) recommended figures		Outwith the Scope				Outwith the Scope					In line with British Association of Adoption and Fostering (BAAF) recommended figures.
Inter-Authority Substitute Family Care Placements: Elsewhere - 2 children (siblings placed together)	In line with British Association of Adoption and Fostering (BAAF) recommended figures		Outwith the Scope				Outwith the Scope					In line with British Association of Adoption and Fostering (BAAF) recommended figures.
Inter-Authority Substitute Family Care Placements: Elsewhere - 3 children (siblings placed together)	In line with British Association of Adoption and Fostering (BAAF) recommended figures		Outwith the Scope				Outwith the Scope					In line with British Association of Adoption and Fostering (BAAF) recommended figures.
Hostel Charges - Room hire - children's hearing - half day		25.45	Exempt	0.00	25.45	27.00	Exempt	0.00	27.00	1.55	6%	
Hostel Charges - Room hire - children's hearing - Full day		42.45	Exempt	0.00	42.45	45.00	Exempt	0.00	45.00	2.55	6%	
Hostel Charges - Room hire - half day		42.45	Exempt	0.00	42.45	45.00	Exempt	0.00	45.00	2.55	6%	
Hostel Charges - Room hire - full day		76.35	Exempt	0.00	76.35	80.95	Exempt	0.00	80.95	4.60	6%	
Hostel Charges - Catering: Tea, Coffee and Biscuits		3.08	Standard	0.62	3.70	3.25	Standard	0.65	3.90	0.20	5%	
Hostel Charges - Catering: Soup and Sandwiches		6.04	Standard	1.21	7.25	6.42	Standard	1.28	7.70	0.45	6%	
Hostel Charges - Catering: Lunch (2 course with coffee)		9.25	Standard	1.85	11.10	9.79	Standard	1.96	11.75	0.65	6%	
Hostel Charges - accommodation - Argyll & Bute Council - Bed & Breakfast		35.38	Standard	7.08	42.45	37.50	Standard	7.50	45.00	2.55	6%	
Hostel Charges - accommodation - Argyll & Bute Council - Half Board		49.63	Standard	9.93	59.55	52.58	Standard	10.52	63.10	3.55	6%	
Hostel Charges - accommodation - Other Groups - Bed & Breakfast		35.38	Standard	7.08	42.45	37.50	Standard	7.50	45.00	2.55	6%	
Hostel Charges - accommodation - Other Groups - Half Board		49.63	Standard	9.93	59.55	52.58	Standard	10.52	63.10	3.55	6%	
Hostel Charges - accommodation - Other Groups - Full Board		56.63	Standard	11.33	67.95	60.04	Standard	12.01	72.05	4.10	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
EDUCATION CHARGES												
Primary School Letting Charges per hour - Non-Profit Organisations (room let)		13.40	Exempt	0.00	13.40	14.20	Exempt	0.00	14.20	0.80	6%	
Primary School Letting Charges per hour - Commercial Rate (room let)		37.15	Exempt	0.00	37.15	39.40	Exempt	0.00	39.40	2.25	6%	
Primary School Letting Charges per hour - Non-Profit Organisations (sports facilities)		13.88	Standard	2.78	16.65	14.71	Standard	2.94	17.65	1.00	6%	
Primary School Letting Charges per hour - Commercial Rate (sports facilities)		37.83	Standard	7.57	45.40	40.08	Standard	8.02	48.10	2.70	6%	
Primary School Synthetic All Weather Pitch charge per hour - Non-Profit Organisations - MAKI		54.67	Standard	10.93	65.60	57.96	Standard	11.59	69.55	3.95	6%	
Primary School Synthetic All Weather Pitch charge per hour - Non-Profit Organisations - OLI		54.67	Standard	10.93	65.60	57.96	Standard	11.59	69.55	3.95	6%	
Primary School Synthetic All Weather Pitch charge per hour - Non-Profit Organisations - BUTE		54.67	Standard	10.93	65.60	57.96	Standard	11.59	69.55	3.95	6%	
Primary School Synthetic All Weather Pitch charge per hour - Non-Profit Organisations - COWAL		54.67	Standard	10.93	65.60	57.96	Standard	11.59	69.55	3.95	6%	
Primary School Synthetic All Weather Pitch charge per hour - Non-Profit Organisations - H&L		54.67	Standard	10.93	65.60	57.96	Standard	11.59	69.55	3.95	6%	
Primary School Synthetic All Weather Pitch charge per hour - Commercial Rate		93.17	Standard	18.63	111.80	98.75	Standard	19.75	118.50	6.70	6%	
Sale of Meals to Pupils - Per meal (Primary-without milk)		2.30	Exempt	0.00	2.30	2.30	Exempt	0.00	2.30	0.00	0%	No inflation applied.
Sale of Meals to Pupils - Per meal (Secondary)		2.40	Exempt	0.00	2.40	2.40	Exempt	0.00	2.40	0.00	0%	No inflation applied.
Sale of Milk		0.10	Exempt	0.00	0.10							
Section 23 Charges per annum - Parklands		50,150.50	Exempt	0.00	50,150.50	53,159.55	Exempt	0.00	53,159.55	3,009.05	6%	
Inveraray Primary - Room hire - half day		43.75	Exempt	0.00	43.75	46.40	Exempt	0.00	46.40	2.65	6%	
Inveraray Primary - Room hire - full day		78.65	Exempt	0.00	78.65	83.35	Exempt	0.00	83.35	4.70	6%	
Inveraray Primary - Catering: Tea, Coffee and Scones		3.17	Standard	0.63	3.80	3.38	Standard	0.68	4.05	0.25	7%	
Inveraray Primary - Catering: Soup and Sandwiches		6.21	Standard	1.24	7.45	6.58	Standard	1.32	7.90	0.45	6%	
Inveraray Primary Charges - Catering: Lunch (2 course with coffee)		9.50	Standard	1.90	11.40	10.08	Standard	2.02	12.10	0.70	6%	
Instrumental Instruction charges - Per Annum		0.00	Exempt	0.00	0.00	0.00	Exempt	0.00	0.00	0.00	0%	Scottish Government's 100 day promise has removed Instrumental Instruction Charges.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
LEGAL AND REGULATORY / COMMERCIAL SERVICES												
Solicitors Property Enquiry Certificates		181.13	Standard	36.23	217.35	192.00	Standard	38.40	230.40	13.05	6%	
Taxi Car Licence		452.00	Outwith the Scope	0.00	452.00	533.00	Outwith the Scope	0.00	533.00	81.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Private Hire Car Licence		452.00	Outwith the Scope	0.00	452.00	533.00	Outwith the Scope	0.00	533.00	81.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Taxi/Private Hire Car Driver Licence		113.00	Outwith the Scope	0.00	113.00	133.00	Outwith the Scope	0.00	133.00	20.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Second Hand Dealer Licence		452.00	Outwith the Scope	0.00	452.00	533.00	Outwith the Scope	0.00	533.00	81.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Second Hand Motor Dealer Licence		524.00	Outwith the Scope	0.00	524.00	617.00	Outwith the Scope	0.00	617.00	93.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Metal Dealer Licence		524.00	Outwith the Scope	0.00	524.00	617.00	Outwith the Scope	0.00	617.00	93.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Temporary exemption warrant - Metal Dealers		149.00	Outwith the Scope	0.00	149.00	176.00	Outwith the Scope	0.00	176.00	27.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Boat Hire Licence		275.00	Outwith the Scope	0.00	275.00	324.00	Outwith the Scope	0.00	324.00	49.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Street Trader Licence		275.00	Outwith the Scope	0.00	275.00	324.00	Outwith the Scope	0.00	324.00	49.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Street Trader - Charity/Temporary		90.00	Outwith the Scope	0.00	90.00	107.00	Outwith the Scope	0.00	107.00	17.00	19%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Market Operator Licence		524.00	Outwith the Scope	0.00	524.00	617.00	Outwith the Scope	0.00	617.00	93.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Market Operator - voluntary/charitable organisation holding one event per year		173.00	Outwith the Scope	0.00	173.00	205.00	Outwith the Scope	0.00	205.00	32.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Public Entertainment Licence		524.00	Outwith the Scope	0.00	524.00	617.00	Outwith the Scope	0.00	617.00	93.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Public Entertainment temporary Licence		149.00	Outwith the Scope	0.00	149.00	176.00	Outwith the Scope	0.00	176.00	27.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Late hours catering licence		524.00	Outwith the Scope	0.00	524.00	617.00	Outwith the Scope	0.00	617.00	93.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Window Cleaner Licence		275.00	Outwith the Scope	0.00	275.00	324.00	Outwith the Scope	0.00	324.00	49.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Substitution of vehicle (taxi/private hire) - same day		90.00	Outwith the Scope	0.00	90.00	107.00	Outwith the Scope	0.00	107.00	17.00	19%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Substitution of vehicle (taxi/private hire) - within 5 days		66.00	Outwith the Scope	0.00	66.00	78.00	Outwith the Scope	0.00	78.00	12.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Certified copy of a licence		41.00	Outwith the Scope	0.00	41.00	48.00	Outwith the Scope	0.00	48.00	7.00	17%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Re-issue of a badge		41.00	Outwith the Scope	0.00	41.00	48.00	Outwith the Scope	0.00	48.00	7.00	17%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Re-issue of taxi/private hire car plate		41.00	Outwith the Scope	0.00	41.00	48.00	Outwith the Scope	0.00	48.00	7.00	17%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Extract of Civic Government Register		36.00	Outwith the Scope	0.00	36.00	43.00	Outwith the Scope	0.00	43.00	7.00	19%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Copy of Civic Government Register		90.00	Outwith the Scope	0.00	90.00	107.00	Outwith the Scope	0.00	107.00	17.00	19%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Taxi Booking Office Licence		125.00	Outwith the Scope	0.00	125.00	147.00	Outwith the Scope	0.00	147.00	22.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Amendment to Civic Govt Licence		77.00	Outwith the Scope	0.00	77.00	91.00	Outwith the Scope	0.00	91.00	14.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Knife Dealers Licence		524.00	Outwith the Scope	0.00	524.00	617.00	Outwith the Scope	0.00	617.00	93.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Skin piercing & tattoo operator Licence (premises occupied by them)		311.00	Outwith the Scope	0.00	311.00	368.00	Outwith the Scope	0.00	368.00	57.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Skin piercing & tattoo operator Licence (premises under control of others)		250.00	Outwith the Scope	0.00	250.00	295.00	Outwith the Scope	0.00	295.00	45.00	18%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Vehicle Inspection Fee (per inspection note 50% surcharge will be applied for re-inspection/appointment no show)		80.00	Outwith the Scope	0.00	80.00	95.00	Outwith the Scope	0.00	95.00	15.00	19%	As a result of the Triennial Review these fees and charges are effective from 1st May 2024
Vehicle inspection surcharge (Covid19 defog process) - No longer required removed going forward		12.50	Outwith the Scope	0.00	12.50	Charge removed						Charge removed as no longer applicable.
Letting of Kitchen Accommodation - Monday to Friday (charge per hour)		24.46	Standard	4.89	29.35	25.92	Standard	5.18	31.10	1.75	6%	
Letting of Kitchen Accommodation - Saturday & Sunday (charge per hour)		27.67	Standard	5.53	33.20	29.33	Standard	5.87	35.20	2.00	6%	
Letting of Kitchen Accommodation - Public Holiday (charge per hour)		32.63	Standard	6.53	39.15	34.58	Standard	6.92	41.50	2.35	6%	
Letting of Kitchen Accommodation - Failure to Reinstate		69.08	Standard	13.82	82.90	73.21	Standard	14.64	87.85	4.95	6%	
Helensburgh & Lomond Civic Centre - Hire of Community Room - up to 20 persons (Concession rate per hour Monday - Friday 09:00 to 20:00)		20.13	Standard	4.03	24.15	21.33	Standard	4.27	25.60	1.45	6%	
Helensburgh & Lomond Civic Centre - Hire of Community Room - up to 20 persons (Concession rate per hour Saturday - Sunday & Monday - Friday after 20:00)		25.79	Standard	5.16	30.95	27.33	Standard	5.47	32.80	1.85	6%	
Helensburgh & Lomond Civic Centre - Hire of Community Room - up to 20 persons (Commercial rate per hour Monday - Friday 09:00 to 20:00)		24.71	Standard	4.94	29.65	26.21	Standard	5.24	31.45	1.80	6%	
Helensburgh & Lomond Civic Centre - Hire of Community Room - up to 20 persons (Commercial rate per hour Saturday - Sunday & Monday - Friday after 20:00)		31.58	Standard	6.32	37.90	33.46	Standard	6.69	40.15	2.25	6%	
Helensburgh & Lomond Civic Centre - Hire of Assembly Hall - up to 100 persons (Concession rate per hour Monday - Friday 09:00 to 20:00)		28.13	Standard	5.63	33.75	29.79	Standard	5.96	35.75	2.00	6%	
Helensburgh & Lomond Civic Centre - Hire of Assembly Hall - up to 100 persons (Concession rate per hour Saturday - Sunday & Monday - Friday after 20:00)		33.75	Standard	6.75	40.50	35.79	Standard	7.16	42.95	2.45	6%	
Helensburgh & Lomond Civic Centre - Hire of Assembly Hall - up to 100 persons (Commercial rate per hour Monday - Friday 09:00 to 20:00)		34.46	Standard	6.89	41.35	36.54	Standard	7.31	43.85	2.50	6%	
Helensburgh & Lomond Civic Centre - Hire of Assembly - up to 100 persons (Commercial rate per hour Saturday - Sunday & Monday - Friday after 20:00)		41.38	Standard	8.28	49.65	43.88	Standard	8.78	52.65	3.00	6%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 up to 30 persons (Concession rate per hour Monday - Friday 09:00 to 20:00)		18.29	Standard	3.66	21.95	19.38	Standard	3.88	23.25	1.30	6%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 up to 30 persons (Concession rate per hour Saturday - Sunday & Monday - Friday after 20:00)		23.88	Standard	4.78	28.65	25.29	Standard	5.06	30.35	1.70	6%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 up to 30 persons (Commercial rate per hour Monday - Friday 09:00 to 20:00)		22.42	Standard	4.48	26.90	23.75	Standard	4.75	28.50	1.60	6%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 up to 30 persons (Commercial rate per hour Saturday - Sunday & Monday - Friday after 20:00)		29.29	Standard	5.86	35.15	31.04	Standard	6.21	37.25	2.10	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 2 up to 20 persons (Concession rate per hour Monday - Friday 09:00 to 20:00)		14.54	Standard	2.91	17.45	15.42	Standard	3.08	18.50	1.05	6%	Annex Room 2 will be offered half price if booked in combination with Annex Room 1 For concessions either £9.25 or £12.80 or Commercial either £11.33 or £15.73
Helensburgh & Lomond Civic Centre - Hire of Annex Room 2 up to 20 persons (Concession rate per hour Saturday - Sunday & Monday - Friday after 20:00)		20.13	Standard	4.03	24.15	21.33	Standard	4.27	25.60	1.45	6%	Annex Room 2 will be offered half price if booked in combination with Annex Room 1 For concessions either £9.25 or £12.80 or Commercial either £11.33 or £15.73
Helensburgh & Lomond Civic Centre - Hire of Annex Room 2 up to 20 persons (Commercial rate per hour Monday - Friday 09:00 to 20:00)		17.79	Standard	3.56	21.35	18.88	Standard	3.78	22.65	1.30	6%	Annex Room 2 will be offered half price if booked in combination with Annex Room 1 For concessions either £9.25 or £12.80 or Commercial either £11.33 or £15.73
Helensburgh & Lomond Civic Centre - Hire of Annex Room 2 up to 20 persons (Commercial rate per hour Saturday - Sunday & Monday - Friday after 20:00)		24.71	Standard	4.94	29.65	26.21	Standard	5.24	31.45	1.80	6%	Annex Room 2 will be offered half price if booked in combination with Annex Room 1 For concessions either £9.25 or £12.80 or Commercial either £11.33 or £15.73
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 and 2 (Concession rate per hour Monday - Friday 09:00 to 20:00)		25.54	standard	5.11	30.65	27.08	standard	5.42	32.50	1.85	6%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 and 2 (Concession rate per hour Saturday - Sunday & Monday - Friday after 20:00)		33.96	standard	6.79	40.75	36.00	standard	7.20	43.20	2.45	6%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 and 2 (Commercial rate per hour Monday - Friday 09:00 to 20:00)		33.13	standard	6.63	39.75	35.13	standard	7.03	42.15	2.40	6%	
Helensburgh & Lomond Civic Centre - Hire of Annex Room 1 and 2 (Commercial rate per hour Saturday - Sunday & Monday - Friday after 20:00)		44.17	standard	8.83	53.00	46.83	standard	9.37	56.20	3.20	6%	
Helensburgh & Lomond Civic Centre - Hire of Marriage Suite/Function Room(Concession rate per hour Monday - Friday 09:00 to 20:00)		25.29	standard	5.06	30.35	26.79	standard	5.36	32.15	1.80	6%	
Helensburgh & Lomond Civic Centre - Hire of Marriage Suite/Function Room (Concession rate per hour Saturday - Sunday & Monday - Friday after 20:00)		30.92	standard	6.18	37.10	32.79	standard	6.56	39.35	2.25	6%	
Helensburgh & Lomond Civic Centre - Hire of Marriage Suite/Function Room (Commercial rate per hour Monday - Friday 09:00 to 20:00)		32.92	standard	6.58	39.50	34.88	standard	6.98	41.85	2.35	6%	
Helensburgh & Lomond Civic Centre - Hire of Marriage Suite/Function Room (Commercial rate per hour Saturday - Sunday & Monday - Friday after 20:00)		40.25	standard	8.05	48.30	42.67	standard	8.53	51.20	2.90	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
TRADING STANDARDS												
Notes to Fireworks & Explosives charges												
<p>1. If you keep fireworks, shotgun cartridges, certain bird scarers or other explosive products for sale you are likely to require an explosive licence.</p> <p>2. You can generally store up to 2,000 kg of explosives with a licence issued by us, although there are some conditions relating to its storage.</p> <p>3. We will need to know the hazard type and quantity of the explosives you wish to store to determine whether your store is suitable.</p> <p>4. The quantity you will be allowed to store will depend on the hazard type of the explosives.</p> <p>5. Regulation 27 of the Explosives Regulation 2014 sets out the distances that must be maintained between a store and a building or other place. This is known as the separation distance. You will not normally be required to maintain separation distances if you store no more than: a) 250kg hazard type 4 b) 25kg hazard type 3 (or combination of hazard type 3 and hazard type 4)</p> <p>6. The most common fees for storage of fireworks for one year are set out below. Discounted rates are available for periods of 2-5 years.</p> <p>7. Prices for other types of explosive licences are available upon request.</p> <p>8. All fees for storage of explosives are set by the UK Government, and can currently be found in Schedule 7 of the Health and Safety and Nuclear (Fees) Regulations as amended by the Health and Safety and Nuclear (Fees) (Amendment) Regulations 2023. These regulations are subject to change at short notice.</p>												
Explosives/Fireworks - Issue of Store Licence (i.e. when separation distances apply)	STATUTORY CHARGE	193.00	Outwith the Scope	0.00	193.00	193.00	Outwith the Scope	0.00	193.00	0.00	0%	All explosives and fireworks fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations These Regulations are subject to change at short notice.
Explosives/Fireworks - Renewal of store licence (i.e. when separation distances apply)	STATUTORY CHARGE	90.00	Outwith the Scope	0.00	90.00	90.00	Outwith the Scope	0.00	90.00	0.00	0%	All explosives and fireworks fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations These Regulations are subject to change at short notice.
Explosives/Fireworks - Issue of registration for keeping explosives (i.e. when no separation distances apply)	STATUTORY CHARGE	113.00	Outwith the Scope	0.00	113.00	113.00	Outwith the Scope	0.00	113.00	0.00	0%	All explosives and fireworks fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations These Regulations are subject to change at short notice.
Explosives/Fireworks - Renewal of registration for keeping Explosives (i.e. when no separation distances apply)	STATUTORY CHARGE	56.00	Outwith the Scope	0.00	56.00	56.00	Outwith the Scope	0.00	56.00	0.00	0%	All explosives and fireworks fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations These Regulations are subject to change at short notice.
Fee to transfer, vary or replace a licence or registration	STATUTORY CHARGE	38.00	Outwith the Scope	0.00	38.00	38.00	Outwith the Scope	0.00	38.00	0.00	0%	All explosives and fireworks fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations These Regulations are subject to change at short notice.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
PETROLEUM												
Notes to Petroleum charges												
<p>1. A fee is payable to store petrol under regulation 6 (petrol filling stations) or regulation 14 (non work-place storage) of the Petroleum (Consolidation) Regulations 2014. All fees for storage of petroleum are set by the UK Government, and can currently be found in Schedule 7 of the Health and Safety and Nuclear (Fees) Regulations 2022 as amended by the Health and Safety and Nuclear (Fees) (Amendment) Regulations 2023. These regulations are subject to change at short notice.</p> <p>2. The current fees for a certificate or licence for one year are shown below. Prices for multiple-year certificates or licences are available on request.</p> <p>3. Historical Records - We hold historical records of tanks previously licensed for the storage of petroleum spirit. Information regarding specific premises and whether tanks were present and the methods used for making them safe from the danger of fire or explosion can be disclosed on written request. The disclosure is subject to payment of a reasonable fee.</p>												
Petrol Storage Certificate or Licence to keep petroleum spirit of a quantity <2500 litres	STATUTORY CHARGE	46.00	Outwith the Scope	0.00	46.00	46.00	Outwith the Scope	0.00	46.00	0.00	0%	All petroleum storage fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations. These Regulations are subject to change at short notice.
Petrol Storage Certificate or Licence to keep petroleum spirit of a quantity between 2500 and 50000 litres	STATUTORY CHARGE	62.00	Outwith the Scope	0.00	62.00	62.00	Outwith the Scope	0.00	62.00	0.00	0%	All petroleum storage fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations. These Regulations are subject to change at short notice.
Petrol Storage Certificate or Licence to keep petroleum spirit of a quantity > 50000 litres	STATUTORY CHARGE	131.00	Outwith the Scope	0.00	131.00	131.00	Outwith the Scope	0.00	131.00	0.00	0%	All petroleum storage fees are set by the UK Government and can be found in Schedule 7 of the current Health and Safety and Nuclear (Fees) Regulations. These Regulations are subject to change at short notice.
Historical Records - Charge for Officer time (per hour) - out of hours or weekend work incurs a 50% surcharge on the hourly rate	Officer cost per hour	86.33	Standard	17.27	103.60	91.50	Standard	18.30	109.80	6.20	6%	Disclosure of historical records is subject to a reasonable hourly fee
Metrology												
Notes to Metrology (Weights & Measures) Calibration Charges												
<p>1. The 2023/24 guidance is based on a chargeable rate of £103.60 per officer per hour, designed to facilitate full cost recovery for metrological activity. A charge is made per officer hour spent at the place of submission of the equipment for the purposes of examination, adjustment, testing or retesting of the equipment. It should be noted that the time taken should be quoted on the account and should not include any time spent on research or on travel to the site at which the equipment is to be tested.</p> <p>2. An additional charge of £69.10 per hour will be applied when another officer is required to provide assistance to the inspector.</p> <p>3. For any work not covered by this guidance, or which varies significantly or is carried out in exceptional circumstances, an appropriate charge may be calculated as a surcharge to the hourly rate.</p> <p>4. When a visit is made by a Trading Standards Officer to any premises for the purpose of carrying out any calibration functions, each visit may be subject to a minimum charge of £103.60 per Officer per visit regardless of the nature or amount of work requested or completed.</p> <p>5. Visits carried out partly or entirely outside of normal office hours may incur a surcharge of 50% of the standard hourly rate per Officer per hour.</p> <p>6. The guidance relates to the cost of testing single items. Inspectors should not be inhibited from departing from the quoted fee in locally determined circumstances. Discounted fees may be appropriate, for example, in the following circumstances:</p> <p>a. Where more than a single item is submitted on one occasion and particularly where large quantities are involved;</p> <p>b. Where facilities, equipment or assistance are provided by the submitter by prior arrangement;</p> <p>7. When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc) an additional fee may be charged hourly, daily or per appointment, according to circumstance.</p>												
Weights and Measures:- all certification & verification work – Weights & Measures Inspector.	Officer cost per hour	86.33	Standard	17.27	103.60	91.50	Standard	18.30	109.80	6.20	6%	VAT rate applies unless work undertaken under the Measuring Instruments (EEC Requirements) Regs 1988.
Weights and Measures:- all certification & verification work – Assisting Officer.	Officer cost per hour	57.58	Standard	11.52	69.10	61.04	Standard	12.21	73.25	4.15	6%	
Certificate of Errors: Request for certificate	Calibration Certificate cost	52.17	Standard	10.43	62.60	55.29	Standard	11.06	66.35	3.75	6%	
Note: When supplying specialist equipment (including but not limited to weighbridge test unit, van and test weights, etc) an additional fee may be charged hourly, daily or per appointment, according to circumstance	Prices on application											

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
CUSTOMER SUPPORT SERVICES												
Commission on trade union deductions		2.50%	Standard		2.50%	2.50%	Standard		2.50%			Percentage charge - same as previous year
Arrestment handling charge per item		0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	This is a Statutory Charge. The maximum that can be charged is £1
Info to Banks etc - Handling Charge		25.29	Standard	5.06	30.35	26.79	Standard	5.36	32.15	1.80	6%	
Registrars Fees and Charges (Extracts at time of registration)		10.00	Outwith the Scope	0.00	10.00	10.00	Outwith the Scope	0.00	10.00	0.00	0%	Set by Registrar General - no increase for 2024-25
Registrars Fees and Charges (Extracts outwith a calendar month of registration)		15.00	Outwith the Scope	0.00	15.00	15.00	Outwith the Scope	0.00	15.00	0.00	0%	Set by Registrar General - no increase for 2024-25
Registrars Search & Genealogy - Particular Search		5.00	Outwith the Scope	0.00	5.00	5.00	Outwith the Scope	0.00	5.00	0.00	0%	Set by Registrar General - no increase for 2024-25
Registrars Search & Genealogy - General Search		15.00	Outwith the Scope	0.00	15.00	15.00	Outwith the Scope	0.00	15.00	0.00	0%	Set by Registrar General - no increase for 2024-25
Registrars - Recording of name, or change of name or surname or alternative name		40.00	Outwith the Scope	0.00	40.00	40.00	Outwith the Scope	0.00	40.00	0.00	0%	Set by Registrar General - no increase for 2024-25
Registrars - Printing a copy certificate and delivering within the UK		17.00	Outwith the Scope	0.00	17.00	18.00	Outwith the Scope	0.00	18.00	1.00	6%	Comprises £15 set by Registrar General and £3 postage charged by council.
Registrars - Printing a copy certificate and delivering outwith the UK		20.00	Outwith the Scope	0.00	20.00	21.00	Outwith the Scope	0.00	21.00	1.00	5%	Comprises £15 set by Registrar General and £6 postage charged by council.
Marriage Notices (Per Person)		45.00	Outwith the Scope	0.00	45.00	45.00	Outwith the Scope	0.00	45.00	0.00	0%	Set by Registrar General - no increase for 2024-25
Civil Marriage/Partnership Solemnisation		55.00	Outwith the Scope	0.00	55.00	55.00	Outwith the Scope	0.00	55.00	0.00	0%	Set by Registrar General - no increase for 2024-25
Registrars Rental Income - Registrars Office Wedding		112.90	Outwith the Scope	0.00	112.90	119.65	Outwith the Scope	0.00	119.65	6.75	6%	
Registrars Rental Income - Registrars Office Wedding - Saturday		227.25	Outwith the Scope	0.00	227.25	240.90	Outwith the Scope	0.00	240.90	13.65	6%	
Admin charges, approved venue weekday		297.60	Outwith the Scope	0.00	297.60	315.45	Outwith the Scope	0.00	315.45	17.85	6%	
Admin charges, approved venue Saturday		353.20	Outwith the Scope	0.00	353.20	374.40	Outwith the Scope	0.00	374.40	21.20	6%	
Admin charges, evenings after 6pm		401.65	Outwith the Scope	0.00	401.65	425.75	Outwith the Scope	0.00	425.75	24.10	6%	
Admin charges, Sundays & Public Holidays (excl. Easter & Christmas)		448.60	Outwith the Scope	0.00	448.60	475.50	Outwith the Scope	0.00	475.50	26.90	6%	
Blue Badges		20.00	Outwith the Scope	0.00	20.00	20.00	Outwith the Scope	0.00	20.00	0.00	0%	Set by Scottish Government
Registrars Travel Fees - rate per mile		0.60	Zero Rated	0.00	0.60	0.60	Zero Rated	0.00	0.60	0.00	0%	
Customer Service Point Room Hire - Non Profit Organisations (room let)		13.40	Exempt	0.00	13.40	14.20	Exempt	0.00	14.20	0.80	6%	
Customer Service Point Room Hire - Non Profit Organisations (room let) - Half day		43.75	Exempt	0.00	43.75	46.40	Exempt	0.00	46.40	2.65	6%	
Customer Service Point Room Hire - Non Profit Organisations (room let) - Full day		78.65	Exempt	0.00	78.65	83.35	Exempt	0.00	83.35	4.70	6%	
Customer Service Point Room Hire - Commercial Rate (room let)		37.15	Exempt	0.00	37.15	39.40	Exempt	0.00	39.40	2.25	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
CUSTOMER SUPPORT SERVICES												
Naming Ceremonies at Registration Office - Monday - Friday		85.00	Standard	17.00	102.00	90.00	Standard	18.00	108.00	6.00	6%	
Naming Ceremonies at Registration Office - Saturday		113.33	Standard	22.67	136.00	120.00	Standard	24.00	144.00	8.00	6%	
Naming Ceremonies at a Venue or Location - Monday - Friday		121.67	Standard	24.33	146.00	129.17	Standard	25.83	155.00	9.00	6%	
Naming Ceremonies at a Venue or Location - Saturday		150.00	Standard	30.00	180.00	159.17	Standard	31.83	191.00	11.00	6%	
Naming Ceremonies - Additional charge if a second registration escort is required for a large ceremony		47.50	Standard	9.50	57.00	50.00	Standard	10.00	60.00	3.00	5%	
Naming Ceremonies - Additional charge for each child of the same family		9.17	Standard	1.83	11.00	10.00	Standard	2.00	12.00	1.00	9%	
Naming Ceremonies - Additional charge if held as part of a civil marriage/partnership		47.50	Standard	9.50	57.00	50.00	Standard	10.00	60.00	3.00	5%	
Renewal of Vows Ceremony at Registration Office - Monday - Friday		141.67	Standard	28.33	170.00	150.00	Standard	30.00	180.00	10.00	6%	
Renewal of Vows Ceremony at Registration Office - Saturday		187.50	Standard	37.50	225.00	199.17	Standard	39.83	239.00	14.00	6%	
Renewal of Vows Ceremony at a Venue or Location - Monday - Friday		206.67	Standard	41.33	248.00	219.17	Standard	43.83	263.00	15.00	6%	
Renewal of Vows Ceremony at a Venue or Location - Saturday		206.67	Standard	41.33	248.00	219.17	Standard	43.83	263.00	15.00	6%	
Renewal of Vows - Additional charge if a second registration escort is required for a large ceremony		47.50	Standard	9.50	57.00	50.00	Standard	10.00	60.00	3.00	5%	
Extract/Search of Lair Register on Islands		35.00	Outwith the Scope	0.00	35.00	37.00	Outwith the Scope	0.00	37.00	2.00	6%	
Funeral Ceremony - Monday - Friday		150.00	Exempt	0.00	150.00	150.00	Exempt	0.00	150.00	0.00	0%	
Funeral Ceremony - Saturday		250.00	Exempt	0.00	250.00	250.00	Exempt	0.00	250.00	0.00	0%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
LOCAL DEVELOPMENT PLAN & PRINTING												
Local Development Plan (Incl of P&P) - Proposals Maps Book		63.35	Outwith the Scope	0.00	63.35	67.15	Outwith the Scope	0.00	67.15	3.80	6%	Replacing all Local Plans. Community Councils 50% reduction
Local Development Plan (Incl of P&P) - Written Statement		31.60	Outwith the Scope	0.00	31.60	33.50	Outwith the Scope	0.00	33.50	1.90	6%	
Landscape Capacity Study (Incl P&P) - Bute & Cowal		29.20	Outwith the Scope	0.00	29.20	30.95	Outwith the Scope	0.00	30.95	1.75	6%	Replacing all Local Plans. Community Councils 50% reduction
Landscape Capacity Study (Incl P&P) - Mull		13.90	Outwith the Scope	0.00	13.90	14.75	Outwith the Scope	0.00	14.75	0.85	6%	
Landscape Capacity Study (Incl P&P) - North & South Kintyre		16.75	Outwith the Scope	0.00	16.75	17.75	Outwith the Scope	0.00	17.75	1.00	6%	
Landscape Capacity Study (Incl P&P) - Lorn		33.25	Outwith the Scope	0.00	33.25	35.25	Outwith the Scope	0.00	35.25	2.00	6%	
Landscape Capacity Study (Incl P&P) - Mid Argyll & Inveraray		21.15	Outwith the Scope	0.00	21.15	22.40	Outwith the Scope	0.00	22.40	1.25	6%	
Landscape Capacity Study (Incl P&P) - Islay		11.00	Outwith the Scope	0.00	11.00	11.65	Outwith the Scope	0.00	11.65	0.65	6%	
Location Plans (10 Copies)		33.70	Outwith the Scope	0.00	33.70	35.70	Outwith the Scope	0.00	35.70	2.00	6%	
Printing - Internal Service Only - A2 Prints each		10.70	Outwith the Scope	0.00	10.70	11.35	Outwith the Scope	0.00	11.35	0.65	6%	
Printing - Internal Service Only - A2 Prints (+11) each		7.65	Outwith the Scope	0.00	7.65	8.10	Outwith the Scope	0.00	8.10	0.45	6%	
Printing - Internal Service Only - A1 Prints (1-10 copies) each		15.20	Outwith the Scope	0.00	15.20	16.10	Outwith the Scope	0.00	16.10	0.90	6%	
Printing - Internal Service Only - A1 Prints (+11 copies) each		12.15	Outwith the Scope	0.00	12.15	12.90	Outwith the Scope	0.00	12.90	0.75	6%	
Printing - Internal Service Only - A0 Prints (1-10 copies) each		22.85	Outwith the Scope	0.00	22.85	24.20	Outwith the Scope	0.00	24.20	1.35	6%	
Printing - Internal Service Only - A0 Prints (+11 copies) each		19.90	Outwith the Scope	0.00	19.90	21.10	Outwith the Scope	0.00	21.10	1.20	6%	
Statutory Street Naming and/or numbering of one property		104.15	Outwith the Scope	0.00	104.15	110.40	Outwith the Scope	0.00	110.40	6.25	6%	Renaming or renumbering a street - pricing as for new properties
Statutory Street Naming and/or numbering for the 2nd and each additional property		52.10	Outwith the Scope	0.00	52.10	55.25	Outwith the Scope	0.00	55.25	3.15	6%	
Statutory Street Naming a new street		227.80	Outwith the Scope	0.00	227.80	241.45	Outwith the Scope	0.00	241.45	13.65	6%	
Changing a property name or adding to the Royal Mail database		100.55	Outwith the Scope	0.00	100.55	106.60	Outwith the Scope	0.00	106.60	6.05	6%	
Confirming an address to a solicitor, property owner or any organisation - per letter		67.10	Outwith the Scope	0.00	67.10	71.15	Outwith the Scope	0.00	71.15	4.05	6%	
Phase 1 Habitat Surveys		442.90	Outwith the Scope	0.00	442.90	469.45	Outwith the Scope	0.00	469.45	26.55	6%	Travel to be charged at Council Rate 34.1p/mile Possible overnight stay to be charged at a maximum of £50.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
ENVIRONMENTAL HEALTH												
Food Examination - Export of Food/Fish Certificates	Per Certificate	108.60	Outwith the Scope	0.00	108.60	115.10	Outwith the Scope	0.00	115.10	6.50	6%	
Food Examination - Export of Food/Fish Certificates - less than 60kg in weight	Per Certificate	47.20	Outwith the Scope	0.00	47.20	50.05	Outwith the Scope	0.00	50.05	2.85	6%	
Food Examination - Condemnation Certificate (Voluntary Surrender)		244.46	Standard	48.89	293.35	259.13	Standard	51.83	310.95	17.60	6%	
Licences/Registration - Riding Establishment Act 1964/70	Vets Fees to be added	489.15	Outwith the Scope	0.00	489.15	518.50	Outwith the Scope	0.00	518.50	29.35	6%	
Licences/Registration - Dangerous Wild Animals Act 1976	Vets Fees to be added	385.40	Outwith the Scope	0.00	385.40	408.50	Outwith the Scope	0.00	408.50	23.10	6%	
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, Animal Welfare Establishment - New licence	Vets Fees to be added	242.10	Outwith the Scope	0.00	242.10	256.65	Outwith the Scope	0.00	256.65	14.55	6%	Charitable discount – 50% (applies to registered Scottish Charities and SCIOs)
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, Animal Welfare Establishment - Variation of licence	Vets Fees to be added	193.65	Outwith the Scope	0.00	193.65	205.25	Outwith the Scope	0.00	205.25	11.60	6%	Charitable discount – 50% (applies to registered Scottish Charities and SCIOs)
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, Animal Welfare Establishment - Licensing enforcement visit No. 1	Vets Fees to be added	201.75	Outwith the Scope	0.00	201.75	213.85	Outwith the Scope	0.00	213.85	12.10	6%	Subsequent enforcement visits: charged at hourly rate of £30.45 in half-hourly increments
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, Dog, Cat or Rabbit Breeding - New licence	Vets Fees to be added	193.65	Outwith the Scope	0.00	193.65	205.25	Outwith the Scope	0.00	205.25	11.60	6%	Charitable discount – 50% (applies to registered Scottish Charities and SCIOs)
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, Dog, Cat or Rabbit Breeding - Variation of licence	Vets Fees to be added	145.25	Outwith the Scope	0.00	145.25	153.95	Outwith the Scope	0.00	153.95	8.70	6%	Charitable discount – 50% (applies to registered Scottish Charities and SCIOs)
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, Dog, Cat or Rabbit Breeding - Licensing enforcement visit No. 1	Vets Fees to be added	169.45	Outwith the Scope	0.00	169.45	179.60	Outwith the Scope	0.00	179.60	10.15	6%	Subsequent enforcement visits: charged at hourly rate of £30.45 in half-hourly increments
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, • Operating a business of selling animals as pets • animal rehoming activities (other than operating as an animal welfare establishment) New licence	Vets Fees to be added	209.80	Outwith the Scope	0.00	209.80	222.40	Outwith the Scope	0.00	222.40	12.60	6%	Charitable discount – 50% (applies to registered Scottish Charities and SCIOs)
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, • Operating a business of selling animals as pets • animal rehoming activities (other than operating as an animal welfare establishment) Variation of licence	Vets Fees to be added	161.40	Outwith the Scope	0.00	161.40	171.10	Outwith the Scope	0.00	171.10	9.70	6%	Charitable discount – 50% (applies to registered Scottish Charities and SCIOs)
Animal Welfare (Licensing of Activities Involving Animals) (Scotland) Regulations 2021, • Operating a business of selling animals as pets • animal rehoming activities (other than operating as an animal welfare establishment) Licensing enforcement visit No. 1	Vets Fees to be added	185.60	Outwith the Scope	0.00	185.60	196.75	Outwith the Scope	0.00	196.75	11.15	6%	Subsequent enforcement visits: charged at hourly rate of £30.45 in half-hourly increments

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Licences/Registration - Animal Boarding Establishments Act 1963	Vets Fees to be added	208.75	Outwith the Scope	0.00	208.75	221.30	Outwith the Scope	0.00	221.30	12.55	6%	
Licences/Registration - Animal Boarding Establishments Act 1963 (Home boarding)	Vets Fees to be added	144.80	Outwith the Scope	0.00	144.80	153.50	Outwith the Scope	0.00	153.50	8.70	6%	
Licences/Registration - Zoo Act	Vets Fees to be added	1,163.25	Outwith the Scope	0.00	1,163.25	1,233.05	Outwith the Scope	0.00	1,233.05	69.80	6%	
Licences/Registration - Venison Dealers		199.15	Outwith the Scope	0.00	199.15	211.10	Outwith the Scope	0.00	211.10	11.95	6%	
Licences/Registration - Cinema Licence	STATUTORY CHARGE	737.30	Outwith the Scope	0.00	737.30	600.00	Outwith the Scope	0.00	600.00	-137.30	-19%	Capped at £600 by the Cinemas Act
Licences/Registration - Theatre Licence		187.60	Outwith the Scope	0.00	187.60	198.85	Outwith the Scope	0.00	198.85	11.25	6%	
HMO - premises of up to 10 persons		953.90	Outwith the Scope	0.00	953.90	1,011.15	Outwith the Scope	0.00	1,011.15	57.25	6%	Tri-Annual Licence
HMO - premises with more than 10 persons		1,167.20	Outwith the Scope	0.00	1,167.20	1,237.25	Outwith the Scope	0.00	1,237.25	70.05	6%	Tri-Annual Licence
HMO- Amendment to HMO licence		140.85	Outwith the Scope	0.00	140.85	149.30	Outwith the Scope	0.00	149.30	8.45	6%	
HMO - Refund if a new/renewal application is unsuccessful		238.60	Outwith the Scope	0.00	238.60	252.90	Outwith the Scope	0.00	252.90	14.30	6%	
Performing Animals Licence application/renewal		134.30	Outwith the Scope	0.00	134.30	142.35	Outwith the Scope	0.00	142.35	8.05	6%	Vet Fees to be added
Residential Caravan sites- first or new application		697.20	Outwith the Scope	0.00	697.20	739.05	Outwith the Scope	0.00	739.05	41.85	6%	5 year licence
Residential Caravan sites- renewal submitted before expiry date		562.30	Outwith the Scope	0.00	562.30	596.05	Outwith the Scope	0.00	596.05	33.75	6%	5 year licence
Residential Caravan sites- renewal submitted after expiry date		697.20	Outwith the Scope	0.00	697.20	739.05	Outwith the Scope	0.00	739.05	41.85	6%	5 year licence
Residential Caravan sites- recovery of costs related to enforcement action			Outwith the Scope	0.00	Full costs recovery		Outwith the Scope	0.00	Full costs recovery			
Environmental Health Charge for Officer time (per hour) where appropriate (out of hours or weekend work incurs a 50% surcharge on the hourly rate).		99.95	Outwith the Scope	0.00	99.95	105.95	Outwith the Scope	0.00	105.95	6.00	6%	
Attestation for export business		106.00	Outwith the Scope	0.00	106.00	112.35	Outwith the Scope	0.00	112.35	6.35	6%	
Additional inspections or interventions required as part of attestation		99.95	Outwith the Scope	0.00	99.95	105.95	Outwith the Scope	0.00	105.95	6.00	6%	Officer cost per hour
Private Water Supplies - Visit charge Regulated supply		84.80	Outwith the Scope	0.00	84.80	89.90	Outwith the Scope	0.00	89.90	5.10	6%	
Private Water Supplies -Single visit to regulated supply with multiple commercial properties		84.80	Outwith the Scope	0.00	84.80	89.90	Outwith the Scope	0.00	89.90	5.10	6%	If more than one property on supply to be sampled, additional £11.25 per property applies as per line below.
Private Water Supplies - multiple commercial properties charge per additional property above		10.60	Outwith the Scope	0.00	10.60	11.25	Outwith the Scope	0.00	11.25	0.65	6%	Charge of £11.25 for additional commercial property sampled.
Private Water Supplies -Regulated :Analytical parameter cost		0.00	Outwith the Scope	0.00	0.00	0.00	Outwith the Scope	0.00	0.00	0.00	0%	At cost
Private Water Supplies -Zonal charge per regulated supply		15.90	Outwith the Scope	0.00	15.90	16.85	Outwith the Scope	0.00	16.85	0.95	6%	Analytical costs divided by number of regulated supplies as of 1 st January in calendar year

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Private water supply-Regulated supply: Initial Risk assessment visit and report (up to 1 hour on site)	STATUTORY CHARGE	132.50	Outwith the Scope	0.00	132.50	132.50	Outwith the Scope	0.00	132.50	0.00	0%	
Private water supply - Regulated Supply: Programmed/review risk assessment visit and report (up to 1 hour on site)	STATUTORY CHARGE	125.00	Outwith the Scope	0.00	125.00	125.00	Outwith the Scope	0.00	125.00	0.00	0%	
Private water supply - Regulated risk assessments (cost per additional hour or part thereof)	STATUTORY CHARGE	50.00	Outwith the Scope	0.00	50.00	50.00	Outwith the Scope	0.00	50.00	0.00	0%	£50 per additional hour
Private Water Supplies: Regulated supplies: desktop review of risk assessment	STATUTORY CHARGE	50.00	Outwith the Scope	0.00	50.00	50.00	Outwith the Scope	0.00	50.00	0.00	0%	
Private Water Supplies - Visit charge Type B	STATUTORY CHARGE	70.00	Outwith the Scope	0.00	70.00	70.00	Outwith the Scope	0.00	70.00	0.00	0%	Charge capped at £70.
Private Water Supplies - Type B - Monitoring & analytical cost	STATUTORY CHARGE	118.00	Outwith the Scope	0.00	118.00	118.00	Outwith the Scope	0.00	118.00	0.00	0%	Charge capped at £118.
Private Water Supplies - Type B - request sample and analytical cost	STATUTORY CHARGE	145.00	Outwith the Scope	0.00	145.00	145.00	Outwith the Scope	0.00	145.00	0.00	0%	Charge capped at £145.
Private water supply- Initial risk assessment visit (TypeB) and report	STATUTORY CHARGE	120.00	Outwith the Scope	0.00	120.00	120.00	Outwith the Scope	0.00	120.00	0.00	0%	Capped
Private waters (Regulated and Type B) - Other Parameters may be sampled if there is a specific need. Those charges will directly reflect those passed to us by the testing laboratory	At Cost	0.00	Outwith the Scope	0.00	0.00	0.00	Outwith the Scope	0.00	0.00	0.00	0%	At Cost
Private Landlord Registration - principal fee for registration as landlord	STATUTORY CHARGE	75.00	Outwith the Scope	0.00	75.00	75.00	Outwith the Scope	0.00	75.00	0.00	0%	Scottish Government prescribe these charges for Local Authorities to apply
Private Landlord Registration - property fee per property	STATUTORY CHARGE	17.00	Outwith the Scope	0.00	17.00	17.00	Outwith the Scope	0.00	17.00	0.00	0%	
Private Landlord Registration- late application fee	STATUTORY CHARGE	149.00	Outwith the Scope	0.00	149.00	149.00	Outwith the Scope	0.00	149.00	0.00	0%	
Short-term let licensing - home letting/home sharing accommodating to 4 guests		239.55	Outwith the Scope	0.00	239.55	253.90	Outwith the Scope	0.00	253.90	14.35	6%	Tri-Annual Licence
Short-term let licensing - home letting/home sharing accommodating 5-8 guests		334.95	Outwith the Scope	0.00	334.95	355.05	Outwith the Scope	0.00	355.05	20.10	6%	Tri-Annual Licence
Short-term let licensing - home letting/home sharing accommodating 9 -12 guests		526.80	Outwith the Scope	0.00	526.80	558.40	Outwith the Scope	0.00	558.40	31.60	6%	Tri-Annual Licence
Short-term let licensing - home letting/home sharing accommodating 13-20 guests		671.00	Outwith the Scope	0.00	671.00	711.25	Outwith the Scope	0.00	711.25	40.25	6%	Tri-Annual Licence
Short-term let licensing - home letting/home sharing accommodating 21 and over guests		862.85	Outwith the Scope	0.00	862.85	914.60	Outwith the Scope	0.00	914.60	51.75	6%	Tri-Annual Licence
Short-term let licensing - secondary letting accommodating up to 4 guests		334.95	Outwith the Scope	0.00	334.95	355.05	Outwith the Scope	0.00	355.05	20.10	6%	Tri-Annual Licence
Short-term let licensing - secondary letting accommodating accommodating 5-8 guests		479.10	Outwith the Scope	0.00	479.10	507.85	Outwith the Scope	0.00	507.85	28.75	6%	Tri-Annual Licence
Short-term let licensing - secondary letting accommodating 9 -12 guests		718.70	Outwith the Scope	0.00	718.70	761.80	Outwith the Scope	0.00	761.80	43.10	6%	Tri-Annual Licence
Short-term let licensing - secondary letting accommodating 13-20 guests		958.25	Outwith the Scope	0.00	958.25	1,015.75	Outwith the Scope	0.00	1,015.75	57.50	6%	Tri-Annual Licence

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Short-term let licensing - secondary letting accommodating 21 and over guests		1,197.80	Outwith the Scope	0.00	1,197.80	1,269.65	Outwith the Scope	0.00	1,269.65	71.85	6%	Tri-Annual Licence
Short-term let licensing- temporary licence fee		50% of total licence fee				50% of total licence fee				0.00	0%	
Short-term let licensing- Temporary exemption application		50% of total licence fee				50% of total licence fee				0.00	0%	
Short-term let licensing- Variation in Licence/change in circumstances		81.60	Outwith the Scope	0.00	81.60	86.50	Outwith the Scope	0.00	86.50	4.90	6%	
Short-term let licensing- Certified copy of licence/duplicate licence		43.45	Outwith the Scope	0.00	43.45	46.05	Outwith the Scope	0.00	46.05	2.60	6%	
Short-term let licensing - Enforcement charge (Hourly rate)		99.95	Outwith the Scope	0.00	99.95	105.95	Outwith the Scope	0.00	105.95	6.00	6%	
PLANNING SERVICES												
Additional administration fee in respect of an Advert required in terms of Regulation 20 of the Town & Country Planning (Development Management Procedure) (Scotland) Regulations 2008		185.00	Standard	37.00	222.00	195.83	Standard	39.17	235.00	13.00	6%	
Planning Section 50 Licence Certificate		157.00	Outwith the Scope	0.00	157.00	166.00	Outwith the Scope	0.00	166.00	9.00	6%	
Pre Application advice for major planning applications		883.33	Standard	176.67	1,060.00	936.67	Standard	187.33	1,124.00	64.00	6%	
Pre Application advice for local planning applications	Maximum £899	706.67	Standard	141.33	848.00	749.17	Standard	149.83	899.00	51.00	6%	
Pre-Application Initiation & follow up 30min meeting		33.33	Standard	6.67	40.00	35.00	Standard	7.00	42.00	2.00	5%	includes 20min prep and 10 mins follow up
Pre-Application Initiation & follow up 1hour meeting		67.50	Standard	13.50	81.00	71.67	Standard	14.33	86.00	5.00	6%	includes 40min prep and 20 mins follow up
Pre-Application Initiation & follow up 2hour meeting		102.50	Standard	20.50	123.00	108.33	Standard	21.67	130.00	7.00	6%	includes 40min prep and 20 mins follow up
High Hedge complaint		507.00	Outwith the Scope	0.00	507.00	537.00	Outwith the Scope	0.00	537.00	30.00	6%	£50 charge if investigated but not classed as a hedge
S64 submission relating to Householder Development		54.50	Outwith the Scope	0.00	54.50	58.00	Outwith the Scope	0.00	58.00	3.50	6%	
S64 submission relating to Non-Householder Local Development		109.00	Outwith the Scope	0.00	109.00	116.00	Outwith the Scope	0.00	116.00	7.00	6%	
S64 submission relating to Major Development		218.00	Outwith the Scope	0.00	218.00	231.00	Outwith the Scope	0.00	231.00	13.00	6%	S64 submissions relating to a single dwelling/plot within a larger Major Development shall be charged as a Non-Householder Local Development
Administration Charge for non e-Planning application submissions - Householder Application		21.50	Outwith the Scope	0.00	21.50	23.00	Outwith the Scope	0.00	23.00	1.50	7%	Exemptions to this charge will be applied where submissions cannot be made through the ePlanning portal including: - Pre-application Screening Notice; - Proposal of Application Notice; - Applications for modification or discharge of planning obligations under s75A; - Applications for marine fish farm development; - Applications for a High Hedge Notice;

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Administration Charge for non e-Planning application submissions - Non-Householder Local Application		54.50	Outwith the Scope	0.00	54.50	58.00	Outwith the Scope	0.00	58.00	3.50	6%	
Administration Charge for non e-Planning application submissions - Major Application		109.00	Outwith the Scope	0.00	109.00	116.00	Outwith the Scope	0.00	116.00	7.00	6%	
Property History Search - Copy Document Record Search where specific planning application reference required is provided		41.00	Outwith the Scope	0.00	41.00	43.00	Outwith the Scope	0.00	43.00	2.00	5%	additional printing charges will be applied for provision of hardcopy documentation; no fee for provision of e-copy
Property History Search - Copy Document Record Search where specific planning application reference is not provided		95.00	Outwith the Scope	0.00	95.00	101.00	Outwith the Scope	0.00	101.00	6.00	6%	
Planning Statutory Fees												https://www.argyll-bute.gov.uk/sites/default/files/migrated_files/planning_fee_guidance_note.pdf
BUILDING STANDARDS												
Property Inspection		394.00	Outwith the Scope	0.00	394.00	418.00	Outwith the Scope	0.00	418.00	24.00	6%	
Re - Inspection Fee Property Inspection Applications		196.00	Outwith the Scope	0.00	196.00	208.00	Outwith the Scope	0.00	208.00	12.00	6%	
Confirmation of completion Applications		315.00	Outwith the Scope	0.00	315.00	334.00	Outwith the Scope	0.00	334.00	19.00	6%	
Re - Inspection Fee Confirmation of Completion Applications		180.00	Outwith the Scope	0.00	180.00	191.00	Outwith the Scope	0.00	191.00	11.00	6%	
Confirmation of Exempt class of works		80.00	Outwith the Scope	0.00	80.00	85.00	Outwith the Scope	0.00	85.00	5.00	6%	
Building Standards Section 50 Licence Certificate		157.00	Outwith the Scope	0.00	157.00	166.00	Outwith the Scope	0.00	166.00	9.00	6%	
Property Enquiries (if Application Number known)		46.00	Outwith the Scope	0.00	46.00	49.00	Outwith the Scope	0.00	49.00	3.00	7%	
Property Enquiries (if Application Number not known)		113.00	Outwith the Scope	0.00	113.00	120.00	Outwith the Scope	0.00	120.00	7.00	6%	
Building Standards Statutory Fees												Fee Calculator (ebuildingstandards.scot)
HOUSING												
Housing - Homeless Temporary Accommodation - Bedsit/1 Bed - per week		57.06	Outwith the Scope	0.00	57.06	57.06	Outwith the Scope	0.00	57.06	0.00	0%	Not subject to inflation - only the service charge is inflated.
Housing - Homeless Temporary Accommodation - 2 Bed Flat/House - per week		64.62	Outwith the Scope	0.00	64.62	64.62	Outwith the Scope	0.00	64.62	0.00	0%	
Housing - Homeless Temporary Accommodation - 3 Bed Flat/House - per week		71.37	Outwith the Scope	0.00	71.37	71.37	Outwith the Scope	0.00	71.37	0.00	0%	
Housing - Homeless Temporary Accommodation - 4 Bed House - per week		76.67	Outwith the Scope	0.00	76.67	76.67	Outwith the Scope	0.00	76.67	0.00	0%	
Housing - Homeless Tenants Service Charge per week		53.35	Outwith the Scope	0.00	53.35	56.55	Outwith the Scope	0.00	56.55	3.20	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
WASTE COLLECTION												
Supply of Sacks for Commercial Use (pack of 50)		353.95	Outwith the Scope	0.00	353.95	377.05	Outwith the Scope	0.00	377.05	23.10	7%	Scottish Government Landfill Tax increase for 2024-25 of £1.60 per tonne.
Confidential Sacks - Includes Uplift, Shredding and disposal	Internal Use Only - Minimum of 8 sacks per order	17.45	Outwith the Scope	0.00	17.45	18.50	Outwith the Scope	0.00	18.50	1.05	6%	
Domestic Use Only 140 Litre Bins		39.70	Outwith the Scope	0.00	39.70	42.10	Outwith the Scope	0.00	42.10	2.40	6%	
Domestic Use Only 240 Litre Bins		39.70	Outwith the Scope	0.00	39.70	42.10	Outwith the Scope	0.00	42.10	2.40	6%	
Commercial Use Only 240 Litre Bins		101.54	Standard	20.31	121.85	107.63	Standard	21.53	129.15	7.30	6%	
Commercial Use Only 360 Litre Bins		147.71	Standard	29.54	177.25	156.58	Standard	31.32	187.90	10.65	6%	
Commercial Use Only 660 Litre Bins		372.54	Standard	74.51	447.05	394.88	Standard	78.98	473.85	26.80	6%	
Commercial Use Only 1100 Litre Bins		453.75	Standard	90.75	544.50	480.96	Standard	96.19	577.15	32.65	6%	
Commercial Use Only 1280 Litre Bins		467.29	Standard	93.46	560.75	495.33	Standard	99.07	594.40	33.65	6%	
Householder Special Refuse Collection	Minimum Charge covers work of two men and vehicle up to ten minutes.	76.30	Outwith the Scope	0.00	76.30	80.90	Outwith the Scope	0.00	80.90	4.60	6%	
Householder Special Refuse Collection Extra Charge	Charged per 10 minutes over minimum charge	47.50	Outwith the Scope	0.00	47.50	50.35	Outwith the Scope	0.00	50.35	2.85	6%	
Commercial Special Uplift (Industrial Waste)	(Charge Per Hour - Minimum Charge 1 hour)	167.88	Standard	33.58	201.45	177.96	Standard	35.59	213.55	12.10	6%	
Commercial Special Uplift (Non-industrial Waste)	(Charge Per Hour - Minimum Charge 1 hour) - Housing Associations should be charged at this rate.	167.88	Outwith the Scope	0.00	167.88	177.95	Outwith the Scope	0.00	177.95	10.07	6%	Provided not Industrial waste as per Environmental Protection Act 1990. <u>For commercial fridge/freezer disposal, contact the Waste Team for advice.</u>
Return of Supermarket trolleys (each)		46.88	Standard	9.38	56.25	49.71	Standard	9.94	59.65	3.40	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
COMMERCIAL REFUSE												
Wheeled Bins - 140/240 ltr	Based on 1 uplift per week	422.17	Outwith the Scope	0.00	422.17	449.70	Outwith the Scope	0.00	449.70	27.53	7%	Minimum Charge 2024/25 - £449.70 Equivalent to the 140/240 litre bin charge for collection and landfill tax uplifted once a week. For premises whereby a less than weekly mixed waste service is available only, the minimum charge will be adjusted accordingly. Agreements are issued Annually to all commercial/front end loader customers. Payments are either made in advance or by direct debit. Front End Loader service provided by Renewi Some bins still responsibility of Council dependant on location and recognised use by public. Any charge by Renewi above this level to be charged at cost + 2% to customers.
Wheeled Bins - 340 ltr	Based on 1 uplift per week	598.00	Outwith the Scope	0.00	598.00	636.99	Outwith the Scope	0.00	636.99	38.99	7%	
Wheeled Bins - 660 ltr	Based on 1 uplift per week	1,147.43	Outwith the Scope	0.00	1,147.43	1,222.24	Outwith the Scope	0.00	1,222.24	74.81	7%	
Wheeled Bins - 800 ltr	Based on 1 uplift per week	1,390.79	Outwith the Scope	0.00	1,390.79	1,481.47	Outwith the Scope	0.00	1,481.47	90.68	7%	
Wheeled Bins - 1100 ltr	Based on 1 uplift per week	1,911.54	Outwith the Scope	0.00	1,911.54	2,036.18	Outwith the Scope	0.00	2,036.18	124.63	7%	
Wheeled Bins - 1280 ltr	Based on 1 uplift per week	2,224.27	Outwith the Scope	0.00	2,224.27	2,369.30	Outwith the Scope	0.00	2,369.30	145.02	7%	
Loads - Bands 1-5		1,026.19	Outwith the Scope	0.00	1,026.19	1,093.10	Outwith the Scope	0.00	1,093.10	66.91	7%	
Loads - Bands 6-10		2,312.35	Outwith the Scope	0.00	2,312.35	2,463.11	Outwith the Scope	0.00	2,463.11	150.76	7%	
Front End Loader Service - Uplifted twice weekly by Renewi	Per Cubic Yard	2,246.91	Outwith the Scope	0.00	2,246.91	2,393.41	Outwith the Scope	0.00	2,393.41	146.50	7%	
Front End Loader Service - Uplifted twice weekly by Renewi	Per Cubic Metre	2,652.53	Outwith the Scope	0.00	2,652.53	2,825.48	Outwith the Scope	0.00	2,825.48	172.95	7%	
Pull Out Charge - Commercial only		112.46	Outwith the Scope	0.00	112.46	119.21	Outwith the Scope	0.00	119.21	6.75	6%	This charge is per bin.
COMMERCIAL REFUSE (private waste contractor's with Council acting as sub-contractor)												
Supply of Sacks for Commercial Use (pack of 50)		353.98	Standard	70.80	424.78	377.06	Standard	75.41	452.47	27.70	7%	Minimum Charge 2024/25 - £539.64 Equivalent to the 140/240 litre bin charge for collection and landfill tax uplifted once a week.
Wheeled Bins - 140/240 ltr	Based on 1 uplift per week	422.17	Standard	84.43	506.61	449.70	Standard	89.94	539.64	33.03	7%	For premises whereby a less than weekly mixed waste service is available only, the minimum charge will be adjusted accordingly. Agreements are issued Annually to all commercial/front end loader customers. Payments are either made in advance or by direct debit. Front End Loader service provided by Renewi Some bins still responsibility of Council dependant on location and recognised use by public. Any charge by Renewi above this level to be charged at cost + 2% to customers.
Wheeled Bins - 340 ltr	Based on 1 uplift per week	598.00	Standard	119.60	717.60	636.99	Standard	127.40	764.39	46.79	7%	
Wheeled Bins - 660 ltr	Based on 1 uplift per week	1,147.43	Standard	229.48	1,376.91	1,222.24	Standard	244.45	1,466.68	89.77	7%	
Wheeled Bins - 800 ltr	Based on 1 uplift per week	1,390.79	Standard	278.16	1,668.95	1,481.47	Standard	296.29	1,777.77	108.82	7%	
Wheeled Bins - 1100 ltr	Based on 1 uplift per week	1,911.54	Standard	382.31	2,293.85	2,036.18	Standard	407.24	2,443.41	149.56	7%	
Wheeled Bins - 1280 ltr	Based on 1 uplift per week	2,224.27	Standard	444.85	2,669.13	2,369.30	Standard	473.86	2,843.16	174.03	7%	
Loads - Bands 1-5		1,026.19	Standard	205.24	1,231.42	1,093.10	Standard	218.62	1,311.71	80.29	7%	
Loads - Bands 6-10		2,312.35	Standard	462.47	2,774.82	2,463.11	Standard	492.62	2,955.74	180.92	7%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Front End Loader Service - Uplifted twice weekly by Renewi	Per Cubic Yard	2,246.91	Standard	449.38	2,696.30	2,393.41	Standard	478.68	2,872.09	175.80	7%	
Front End Loader Service - Uplifted twice weekly by Renewi	Per Cubic Metre	2,652.53	Standard	530.51	3,183.05	2,825.48	Standard	565.10	3,390.58	207.53	7%	
Pull Out Charge - Commercial only		112.46	Standard	22.49	134.95	119.21	Standard	23.84	143.05	8.10	6%	This charge is per bin.
RECYCLING CHARGES												
Office Paper - Large Bag / 1 x week		168.27	Outwith the Scope	0.00	168.27	178.37	Outwith the Scope	0.00	178.37	10.10	6%	Charges for recycling collections or treatment should in general be levied on the commercial sector on the same basis as normal refuse collection or disposal, but with the benefit of no landfill tax payment being applied to the charge.
Paper, Cardboard, Plastic and Cans - 240 litre Bins and Minimum Charge for Year		111.58	Outwith the Scope	0.00	111.58	118.28	Outwith the Scope	0.00	118.28	6.70	6%	
Paper, Cardboard, Plastic and Cans - 340 litre Bin	Fortnightly Charge - Weekly services shall be charged accordingly at fortnightly rate x 2	157.27	Outwith the Scope	0.00	157.27	166.71	Outwith the Scope	0.00	166.71	9.44	6%	
Paper, Cardboard, Plastic and Cans - 660 litre Bin		300.88	Outwith the Scope	0.00	300.88	318.93	Outwith the Scope	0.00	318.93	18.05	6%	
Paper, Cardboard, Plastic and Cans - 800 litre Bin		364.73	Outwith the Scope	0.00	364.73	386.62	Outwith the Scope	0.00	386.62	21.88	6%	
Paper, Cardboard, Plastic and Cans - 1100/1280 litre Bin		500.37	Outwith the Scope	0.00	500.37	530.39	Outwith the Scope	0.00	530.39	30.02	6%	
Commercial Sacks for Recyclable Waste		Charge Per Sack. Service available in Kintyre and only sold and used when no space for a blue bin.	1.67	Outwith the Scope	0.00	1.67	1.77	Outwith the Scope	0.00	1.77	0.10	6%
Recyclable Waste Brought to Civic Amenity/Recycling Facilities	Purchase of Punch Card - Price per card	48.84	Outwith the Scope	0.00	48.84	51.77	Outwith the Scope	0.00	51.77	2.93	6%	At Waste Disposal Sites and Civic Amenity/Recycling Sites, use by the commercial sector (if permitted by the license conditions) should only be allowed in return for the payment of the appropriate rate, equivalent to the disposal charge excluding landfill tax. A pre-paid punch card system is available. There are some exceptions to this e.g. commercial wood from Council operated island waste disposal sites, where high haulage costs are incurred and an appropriate charge is levied to cover this.
Cooking Oil Collection (per 20/24ltr container)	Service available in Mull, Iona, Tiree, Islay and Jura	4.08	Outwith the Scope	0.00	4.08	4.32	Outwith the Scope	0.00	4.32	0.24	6%	
Commercial Wood Delivered by Contractors	Island waste disposal sites on Mull, Islay and Tiree	123.64	Outwith the Scope	0.00	123.64	131.06	Outwith the Scope	0.00	131.06	7.42	6%	
Segregated Glass Collection - 240 litre bin 1 x weekly	Minimum Charge same as for Mixed Glass	70.22	Outwith the Scope	0.00	70.22	74.44	Outwith the Scope	0.00	74.44	4.21	6%	
Segregated Glass Collection - 330/360 litre bin 1 x weekly		96.75	Outwith the Scope	0.00	96.75	102.55	Outwith the Scope	0.00	102.55	5.80	6%	
Segregated Glass Collection - 660 litre bin 1 x weekly		190.35	Outwith the Scope	0.00	190.35	201.77	Outwith the Scope	0.00	201.77	11.42	6%	
Segregated Glass Collection - 1100/1280 litre bin 1 x weekly		286.97	Outwith the Scope	0.00	286.97	304.19	Outwith the Scope	0.00	304.19	17.22	6%	
Mixed Glass Collection - 240 litre bin and Minimum Charge		Fortnightly Charge for Isles of Mull, Iona, Tiree and Islay	106.39	Outwith the Scope	0.00	106.39	112.77	Outwith the Scope	0.00	112.77	6.38	
Mixed Glass Collection - 660 litre bin	286.97		Outwith the Scope	0.00	286.97	304.19	Outwith the Scope	0.00	304.19	17.22	6%	
Mixed Glass Collection - 1100 litre bin	430.44		Outwith the Scope	0.00	430.44	456.27	Outwith the Scope	0.00	456.27	25.83	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Commercial Food Waste Composting Service - Weekly Service of 140ltr Wheeled Bin	Service only available in Lomond - Bin and 160 Bags per annum supplied by Council	183.66	Outwith the Scope	0.00	183.66	194.68	Outwith the Scope	0.00	194.68	11.02	6%	
Commercial Food Waste Composting Service - Weekly Service of 240ltr Wheeled Bin	Service only available in Lomond - Bin and 160 Bags per annum supplied by Council	314.79	Outwith the Scope	0.00	314.79	333.67	Outwith the Scope	0.00	333.67	18.89	6%	
Commercial Food Waste Composting Service - Weekly Service of 500ltr Wheeled Bin	Service only available in Lomond - Bin and 570 Bags per annum supplied by Council	656.46	Outwith the Scope	0.00	656.46	695.85	Outwith the Scope	0.00	695.85	39.39	6%	
RECYCLING CHARGES (private waste contractor's with Council acting as sub-contractor)												
Office Paper - Large Bag / 1 x week		168.27	Standard	33.65	201.92	178.37	Standard	35.67	214.04	12.12	6%	
Paper, Cardboard, Plastic and Cans - 240 litre Bins and Minimum Charge for Year		111.58	Standard	22.32	133.90	118.28	Standard	23.66	141.93	8.03	6%	
Paper, Cardboard, Plastic and Cans - 340 litre Bin	Fortnightly Charge - Weekly services shall be charged accordingly at fortnightly rate x 2	157.27	Standard	31.45	188.72	166.71	Standard	33.34	200.04	11.32	6%	
Paper, Cardboard, Plastic and Cans - 660 litre Bin		300.88	Standard	60.18	361.06	318.93	Standard	63.79	382.72	21.66	6%	
Paper, Cardboard, Plastic and Cans - 800 litre Bin		364.73	Standard	72.95	437.68	386.62	Standard	77.32	463.94	26.26	6%	
Paper, Cardboard, Plastic and Cans - 1100/1280 litre Bin		500.37	Standard	100.07	600.45	530.39	Standard	106.08	636.47	36.03	6%	
Commercial Sacks for Recyclable Waste		Charge Per Sack. Service available in Kintyre and only sold and used when no space for a blue bin.	1.67	Standard	0.33	2.01	1.77	Standard	0.35	2.13	0.12	6%
Segregated Glass Collection - 240 litre bin 1 x weekly	Minimum Charge same as for Mixed Glass	70.22	Standard	14.04	84.27	74.44	Standard	14.89	89.32	5.06	6%	
Segregated Glass Collection - 330/360 litre bin 1 x weekly		96.75	Standard	19.35	116.09	102.55	Standard	20.51	123.06	6.97	6%	
Segregated Glass Collection - 660 litre bin 1 x weekly		190.35	Standard	38.07	228.42	201.77	Standard	40.35	242.13	13.71	6%	
Segregated Glass Collection - 1100/1280 litre bin 1 x weekly		286.97	Standard	57.39	344.37	304.19	Standard	60.84	365.03	20.66	6%	
Mixed Glass Collection - 240 litre bin and Minimum Charge	Fortnightly Charge for Isles of Mull, Iona, Tiree and Islay	106.39	Standard	21.27	127.65	112.77	Standard	22.55	135.31	7.66	6%	
Mixed Glass Collection - 660 litre bin		286.97	Standard	57.39	344.37	304.19	Standard	60.84	365.03	20.66	6%	
Mixed Glass Collection - 1100 litre bin		430.44	Standard	86.09	516.53	456.27	Standard	91.25	547.53	30.99	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Commercial Food Waste Composting Service - Weekly Service of 140ltr Wheeled Bin	Service only available in Lomond - Bin and 160 Bags per annum supplied by Council	183.66	Standard	36.73	220.40	194.68	Standard	38.94	233.62	13.22	6%	
Commercial Food Waste Composting Service - Weekly Service of 240ltr Wheeled Bin	Service only available in Lomond - Bin and 160 Bags per annum supplied by Council	314.79	Standard	62.96	377.75	333.67	Standard	66.74	400.41	22.66	6%	
Commercial Food Waste Composting Service - Weekly Service of 500ltr Wheeled Bin	Service only available in Lomond - Bin and 570 Bags per annum supplied by Council	656.46	Standard	131.29	787.75	695.85	Standard	139.17	835.01	47.26	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
SKIPS												
Hire (for 24 hours)	Any Ferry Journeys will be recharged at cost.	6.46	Standard	1.29	7.75	6.83	Standard	1.37	8.20	0.45	6%	Charge for skip hire if not part of commercial waste collection contract.
Commercial - Service of Skip - Up to 10 miles travel, one way from disposal point	Any Ferry Journeys will be recharged at cost.	84.55	Outwith the Scope	0.00	84.55	89.60	Outwith the Scope	0.00	89.60	5.05	6%	
Commercial - Service of Skip - Up to 20 miles travel, one way from disposal point	Any Ferry Journeys will be recharged at cost.	107.35	Outwith the Scope	0.00	107.35	113.80	Outwith the Scope	0.00	113.80	6.45	6%	
Commercial - Service of Skip - Over 20 miles travel, one way from disposal point	Any Ferry Journeys will be recharged at cost.	132.85	Outwith the Scope	0.00	132.85	140.80	Outwith the Scope	0.00	140.80	7.95	6%	
Commercial - Tipping Charge per Service, including Landfill Tax (Active)	Tiree Only - See notes	372.60	Outwith the Scope	0.00	372.60	382.85	Outwith the Scope	0.00	382.85	10.25	3%	Landfill tax on inactive waste at Council landfill sites on Mull, Islay and Tiree may be charged. This will depend on the type of inactive waste and it's use on the landfill site. A contractor with such waste should contact the Council to discuss this prior to disposal of inactive waste.
Commercial - Tipping Charge per Service, including Landfill Tax (Inactive)	Tiree Only - See notes	0.00	Outwith the Scope	0.00	0.00	0.00	Outwith the Scope	0.00	0.00	0.00	0%	Tipping Charges - Tiree, no weighbridge, charges based on assumed weights based on vehicle size. Tipping Charges - Islay and Mull - charge based on weighbridge - see Waste Disposal Charges.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
HOUSEHOLDER SCRAP CAR REMOVAL AND DISPOSAL SERVICE (Service not available to Commercial Customers they should make their own arrangements with appropriate vehicle dismantlers)												
Scrap Car Deposit Voucher - per car	The voucher service is not available in Helensburgh and Lomond, where advice can be sought from your local area office.	93.88	Standard	18.78	112.65	99.50	Standard	19.90	119.40	6.75	6%	Householder must pay fee and show registration document as proof of ownership before voucher can be issued. Car must be taken to appropriate Council or Renewi disposal site by Householder.
Removal and disposal from householders		154.29	Standard	30.86	185.15	163.54	Standard	32.71	196.25	11.10	6%	Householders should be advised of national takeback schemes i.e. Cartakeback and Autogreen, before proceeding with removal request and payment.
Removal of abandoned car where owner can be traced - Statutory Fee		300.00	Outwith the Scope	0.00	300.00	300.00	Outwith the Scope	0.00	300.00	0.00	0%	Charge set by Legislation. If car has to be stored due to its condition (e.g. still taxed) in Council Depot an additional £20.60 per storage charge per day should be added.
Removal of car by arrangement on private, or other public sector ground, where the last registered keeper cannot be traced. The Executive Director of the Development and Infrastructure Department shall have the discretion to require a payment in advance from the landowner		185.15	Outwith the Scope	0.00	185.15	196.25	Outwith the Scope	0.00	196.25	11.10	6%	A 24 hour notice on the car must be served prior to removal and disposal.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
WASTE DISPOSAL												
Ordinary Waste - Landfill Tax Element of Charges per tonne (Fee set by Scottish Government)	Charge includes Landfill Tax	102.10	Outwith the Scope	0.00	102.10	103.70	Outwith the Scope	0.00	103.70	1.60	2%	
Ordinary Waste - Waste Disposal Cost per tonne	Charge includes Landfill Tax	138.00	Outwith the Scope	0.00	138.00	141.80	Outwith the Scope	0.00	141.80	3.80	3%	
Inactive Waste - Landfill Tax Element of Charges per tonne	Charge includes Landfill Tax	3.25	Outwith the Scope	0.00	3.25	3.30	Outwith the Scope	0.00	3.30	0.05	2%	
Inactive Waste - Waste Disposal Cost per tonne	Charge includes Landfill Tax	0.00	Outwith the Scope	0.00	0.00	0.00	Outwith the Scope	0.00	0.00	0.00	0%	
Assumed Loads per vehicle type - Small Van/pick up (Escort size)	0.4 tonnes	56.55	Outwith the Scope	0.00	56.55	58.15	Outwith the Scope	0.00	58.15	1.60	3%	
Assumed Loads per vehicle type - Medium Van/pick up (Transit size)	0.8 tonnes	112.85	Outwith the Scope	0.00	112.85	116.00	Outwith the Scope	0.00	116.00	3.15	3%	
Assumed Loads per vehicle type - Large Van/pick up (twin wheeled)	1.2 tonnes	169.25	Outwith the Scope	0.00	169.25	173.95	Outwith the Scope	0.00	173.95	4.70	3%	
Assumed Loads per vehicle type - Tipper/Large Box Van (over 3.5 tonnes and less than 7.5 tonnes)	3 tonnes	423.20	Outwith the Scope	0.00	423.20	435.00	Outwith the Scope	0.00	435.00	11.80	3%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
PUBLIC CONVENIENCES												
Entrance Fee (where Public Convenience entry system fitted)		0.50	Outwith the Scope	0.00	0.50	0.50	Outwith the Scope	0.00	0.50	0.00	0%	
Radar Keys		4.60	Outwith the Scope	0.00	4.60	4.90	Outwith the Scope	0.00	4.90	0.30	7%	Purchased at Area Offices.
PEST CONTROL												
Eradication of rats and mice, this covers all individual dwelling premises either private or rented from Housing Associations, Social Landlords, Private Landlords or Commercial premises.		162.28	Standard	32.46	194.74	172.00	Standard	34.40	206.40	11.66	6%	Payment must be made in advance. The charge includes 2 visits. Further charges during the initial treatment may be necessary where eradication requires more than 2 visits. Advice on the total charge for eradication can be provided by officers.
Eradication of rats and mice. Charge for third visit (if required) for individual dwelling premises either private or rented from Housing Associations, Social Landlords, Private Landlords or Commercial premises.		81.14	Standard	16.23	97.37	86.00	Standard	17.20	103.20	5.83	6%	
Eradication of rats and mice for Council owned properties.		162.29	Outwith the Scope	0.00	162.29	172.00	Outwith the Scope	0.00	172.00	9.71	6%	
Eradication of rats and mice. Charge for third visit (if required) Council owned properties.		81.13	Outwith the Scope	0.00	81.13	86.00	Outwith the Scope	0.00	86.00	4.87	6%	
Eradication of wasps and ants, this covers all individual dwelling premises either private or rented from Housing Associations, Social Landlords, Private Landlords or Commercial premises.		124.52	Standard	24.90	149.42	132.00	Standard	26.40	158.40	8.98	6%	Payment must be made in advance. The charge includes 1 visit. Further charges may be necessary where eradication requires additional visits. Advice on the total charge for eradication can be provided by officers during the initial treatment.
Eradication of wasps and ants for Council owned properties.		124.52	Outwith the Scope	0.00	124.52	132.00	Outwith the Scope	0.00	132.00	7.48	6%	
Eradication of fleas and bed bugs, this covers all individual dwelling premises either private or rented from Housing Associations, Social Landlords, Private Landlords or Commercial premises.	Minimum fee listed only	609.75	Standard	121.95	731.70	646.35	Standard	129.27	775.62	43.92	6%	The cost of this service would be agreed with the customer at the time of the survey.
Eradication of fleas and bed bugs for Council owned properties.	Minimum fee listed only	609.75	Outwith the Scope	0.00	609.75	646.35	Outwith the Scope	0.00	646.35	36.60	6%	
Eradication of moles for Council owned land only		609.75		0.00	609.75	646.35		0.00	646.35	36.60	6%	Works to be carried out only on Council owned land due to nature of control.
Non refundable survey charge		52.25	Standard	10.45	62.70	55.38	Standard	11.08	66.45	3.75	6%	If works progress to a contract/work agreement, the survey fee can be discounted from the costs of the works.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
DOG FEES												
Standard Fee		28.10	Outwith the Scope	0.00	28.10	29.80	Outwith the Scope	0.00	29.80	1.70	6%	Payment in advance. Proof of identity must be shown at the Area Office when payment is made. A receipt will be issued to allow the owner to collect their dog from the kennels. In order for Kennel Operators to accept dogs there is a requirement that they are inoculated.
Boarding fee		19.80	Outwith the Scope	0.00	19.80	21.00	Outwith the Scope	0.00	21.00	1.20	6%	
Kennel Inoculation Fee		46.67	Standard	9.33	56.00	49.46	Standard	9.89	59.35	3.35	6%	First 24 hour period, statutory charge applied plus boarding fee. The boarding fee only, will be applied for each subsequent day the dog is in boardings.
Dog microchipping		41.13	Standard	8.23	49.35	43.58	Standard	8.72	52.30	2.95	6%	Dog microchipping is required by law since April 2016. Dogs (when not already microchipped) will be microchipped before returning to the owner.
Room Hire - Hermitage Park Pavilion												
Hermitage Park Pavilion Community Room (Concession rate per hour Monday to Friday)		20.13	Standard	4.03	24.15	21.33	Standard	4.27	25.60	1.45	6%	A 25% reduction on cost will be offered to groups making block bookings. A block booking is defined as 5 or more bookings within any 3 month period.
Hermitage Park Pavilion Community Room (Concession rate per hour Saturday and Sunday)		25.79	Standard	5.16	30.95	27.33	Standard	5.47	32.80	1.85	6%	
Hermitage Park Pavilion Community Room (Commercial rate per hour Monday to Friday)		26.21	Standard	5.24	31.45	26.21	Standard	5.24	31.45	0.00	0%	
Hermitage Park Pavilion Community Room (Commercial rate per hour Saturday and Sunday)		33.46	Standard	6.69	40.15	33.46	Standard	6.69	40.15	0.00	0%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
PLAYING FIELDS												
Hire of lined Pitch with Changing Facilities including attendant required for changing facilities (2.5 hours)	18 and over	80.54	Standard	16.11	96.65	85.38	Standard	17.08	102.45	5.80	6%	All hire must be paid for in advance. Block Bookings (10 consecutive bookings) booked in advance is VAT exempt.
	Under 18's	40.25	Standard	8.05	48.30	42.67	Standard	8.53	51.20	2.90	6%	
Hire of lined Pitch only (2.5 hours)	18 and over	40.25	Standard	8.05	48.30	42.67	Standard	8.53	51.20	2.90	6%	Minimum of 48 hours notice is required if the pitch requires to be lined. 48 hours notice of cancellation required in order to be reimbursed.
	Under 18's	20.13	Standard	4.03	24.15	21.33	Standard	4.27	25.60	1.45	6%	
Hire of Pitch for Training (2 hours)	All ages	20.13	Standard	4.03	24.15	21.33	Standard	4.27	25.60	1.45	6%	
Hire of Pitch for Training with changing facilities (2 hours)	18 and over	24.42	Standard	4.88	29.30	25.88	Standard	5.18	31.05	1.75	6%	
	Under 18's	12.21	Standard	2.44	14.65	12.96	Standard	2.59	15.55	0.90	6%	
Hire of Pony Park - Bute	Concession	41.00	Standard	8.20	49.20	43.46	Standard	8.69	52.15	2.95	6%	
Hire of Howie Pavilion, Lomond		10.75	Exempt	0.00	10.75	11.40	Exempt	0.00	11.40	0.65	6%	Hire of Howie Pavilion - standard VAT should be applied if Council staff are involved in setting up the hall.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
OUTDOOR RECREATION												
Putting and Crazy Golf	Adult	2.96	Standard	0.59	3.55	3.13	Standard	0.63	3.75	0.20	6%	The stadium fee is the daily rate applied and is for use of the stadium hire only, including the spectator area/pavilion and toilet block. Any other service requirements are outwith this charge, and will be charged separately.
	Concession	1.54	Standard	0.31	1.85	1.63	Standard	0.33	1.95	0.10	5%	
Tennis - Per Session	Adult	2.96	Standard	0.59	3.55	3.13	Standard	0.63	3.75	0.20	6%	
	Concession	1.54	Standard	0.31	1.85	1.63	Standard	0.33	1.95	0.10	5%	
Tennis - Season Ticket	Adult	55.63	Standard	11.13	66.75	58.96	Standard	11.79	70.75	4.00	6%	
	Concession	27.38	Standard	5.48	32.85	29.00	Standard	5.80	34.80	1.95	6%	
Tennis - Hire of Racquet and Balls	Adult	2.96	Standard	0.59	3.55	3.13	Standard	0.63	3.75	0.20	6%	
	Concession	1.54	Standard	0.31	1.85	1.63	Standard	0.33	1.95	0.10	5%	
Bowling - Per Session	Adult	2.96	Standard	0.59	3.55	3.13	Standard	0.63	3.75	0.20	6%	
	Concession	1.54	Standard	0.31	1.85	1.63	Standard	0.33	1.95	0.10	5%	
Bowling - Season Ticket	Adult	67.04	Standard	13.41	80.45	71.08	Standard	14.22	85.30	4.85	6%	
	Concession	33.67	Standard	6.73	40.40	35.67	Standard	7.13	42.80	2.40	6%	
Cricket Wicket (unprepared)	Adult	37.08	Standard	7.42	44.50	39.29	Standard	7.86	47.15	2.65	6%	
Cricket Wicket (prepared)	Adult	67.04	Standard	13.41	80.45	71.08	Standard	14.22	85.30	4.85	6%	
Hire of McCaigs Tower (Weddings)		335.46	Standard	67.09	402.55	355.58	Standard	71.12	426.70	24.15	6%	
Hire of Stadium (Mossfield, Dunoon and Rothesay) for a major event - MINIMUM CHARGE		804.83	Standard	160.97	965.80	853.13	Standard	170.63	1,023.75	57.95	6%	
Dunoon Stadium - Hire of running Track-without marking		13.46	Standard	2.69	16.15	14.25	Standard	2.85	17.10	0.95	6%	
Dunoon Stadium - Hire of Running Track-with marking		60.38	Standard	12.08	72.45	64.00	Standard	12.80	76.80	4.35	6%	
Grass Tracks - Hire of Running Track (without marking)		13.46	Standard	2.69	16.15	14.25	Standard	2.85	17.10	0.95	6%	
Grass Tracks - Hire of Running Track (with marking)		182.42	Standard	36.48	218.90	193.38	Standard	38.68	232.05	13.15	6%	
Grandstand (Public Restricted)		256.25	Standard	51.25	307.50	271.63	Standard	54.33	325.95	18.45	6%	
Rental of Stall - Per Linear Metre		67.38	Standard	13.48	80.85	71.42	Standard	14.28	85.70	4.85	6%	
Rental of Stall - by Registered Charity - by Stall		32.25	Standard	6.45	38.70	34.17	Standard	6.83	41.00	2.30	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
FAIRS												Charges for commercial refuse/tydy up will be over and above the charges noted.
Hire of ground for 1 week (7 days) With total frontage of all rides/stalls, less than 49 linear metres		409.90	Exempt	0.00	409.90	434.50	Exempt	0.00	434.50	24.60	6%	
Hire of Ground for 1 week (7 days). With total frontage of all rides/stalls, over 49 linear metres - per linear metre		8.45	Exempt	0.00	8.45	8.95	Exempt	0.00	8.95	0.50	6%	
Food Vans/Stalls - Hire of Ground per week (7days) - per linear metre		6.25	Exempt	0.00	6.25	6.65	Exempt	0.00	6.65	0.40	6%	
Charitable Organisations - Hire of Ground up to 7 days - per linear metre		4.25	Exempt	0.00	4.25	4.50	Exempt	0.00	4.50	0.25	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
FLORAL DECORATIONS												
Hire of Round or Half Baskets (each)		20.63	Standard	4.13	24.75	21.88	Standard	4.38	26.25	1.50	6%	Loss or damage to containers will be charged to hirer at replacement value.
Troughs 1 Metre Long (each)		25.08	Standard	5.02	30.10	26.58	Standard	5.32	31.90	1.80	6%	
Tubs to 16" diameter (each)		29.58	Standard	5.92	35.50	31.38	Standard	6.26	37.65	2.15	6%	
Tubs over 16" diameter (each)		42.88	Standard	8.58	51.45	45.46	Standard	9.09	54.55	3.10	6%	
Handling Charge		At cost price with prior notice										

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
BURIAL CHARGES												
*Interment/Re Opening Lair Interment (Child under 18)		936.00	Outwith the Scope	0.00	936.00	992.00	Outwith the Scope	0.00	992.00	56.00	6%	* 100% to be added to interment/lair charges (except for the transfer of title deed) for non residents of Argyll & Bute with the following exemptions: 1. Clear proof that deceased lived permanently in Argyll & Bute within 10 years of death. 2. If the deceased person has been in long term residential care outwith the boundaries of Argyll & Bute Council, but was previously a resident of Argyll & Bute and was moved to such residential care at the behest of this, or a previous Local Authority. 3. Any resident or former resident of Argyll & Bute who has died in the service of their country. 4. Permission for erection of memorial to be paid at same time as purchase of lair. 5. Burial Lair may include up to 3 standard interments, dependant on depth of coffin.
Additional Charge - Interment on Saturday/Sunday or Public Holiday will incur this additional charge		No charge				No charge						
Additional Charge - Burial of ashes on Saturday/Sunday or Public Holiday will incur this additional charge		349.00	Outwith the Scope	0.00	349.00	370.00	Outwith the Scope	0.00	370.00	21.00	6%	
*Burial of cremated remains at minimum depth	Deceased remains being interred at 3 feet as per current procedures	100.00	Outwith the Scope	0.00	100.00	106.00	Outwith the Scope	0.00	106.00	6.00	6%	
*Burial of cremated remains at available depth	Deceased remains being interred at a greater depth per new legislation	211.00	Outwith the Scope	0.00	211.00	224.00	Outwith the Scope	0.00	224.00	13.00	6%	
*Scattering of Ashes		936.00	Outwith the Scope	0.00	936.00	992.00	Outwith the Scope	0.00	992.00	56.00	6%	
Purchase of Lair - exclusive right of burial (Child under 18)		162.00	Outwith the Scope	0.00	162.00	172.00	Outwith the Scope	0.00	172.00	10.00	6%	
*Purchase of Burial Lair, incl maintenance		No charge				No charge						
*Purchase of Double Lair, incl maintenance		1,103.00	Exempt	0.00	1,103.00	1,169.00	Exempt	0.00	1,169.00	66.00	6%	
*Purchase of Treble Lair, incl maintenance		2,209.00	Exempt	0.00	2,209.00	Charge removed						
*Lair for Casket only		3,314.00	Exempt	0.00	3,314.00	Charge removed						
*Woodland and Green Burial Service Burial Charge		227.00	Exempt	0.00	227.00	241.00	Exempt	0.00	241.00	14.00	6%	
*Woodland and Green Burial Service Standard Lair		936.00	Outwith the Scope	0.00	936.00	992.00	Outwith the Scope	0.00	992.00	56.00	6%	
Transfer of Title Deeds		2,211.00	Exempt	0.00	2,211.00	2,344.00	Exempt	0.00	2,344.00	133.00	6%	
Extract/Search Register (£13.20 to be paid in Advance for work up to half an hour)		60.00	Outwith the Scope	0.00	60.00	64.00	Outwith the Scope	0.00	64.00	4.00	7%	
Administration Fee for Return of Lair	10% of purchase price (90% returned)	34.95	Outwith the Scope	0.00	34.95	37.00	Outwith the Scope	0.00	37.00	2.05	6%	
Permission to erect Standard Memorial or one off design			Standard		0.00		Standard		0.00			
Erection of plaques at Cemeteries (where consent granted)		182.00	Exempt	0.00	182.00	193.00	Exempt	0.00	193.00	11.00	6%	
Erection of inscribed memorial plaque (for previously unmarked graves)		89.00	Exempt	0.00	89.00	94.00	Exempt	0.00	94.00	5.00	6%	
Erection of Headstone (Tiree ONLY)		89.00	Outwith the Scope	0.00	89.00	94.00	Outwith the Scope	0.00	94.00	5.00	6%	
Exhumations (not including re interment)		304.00	Outwith the Scope	0.00	304.00	322.00	Outwith the Scope	0.00	322.00	18.00	6%	
Exhumations of Caskets (hourly rate)		234.00	Outwith the Scope	0.00	234.00	248.00	Outwith the Scope	0.00	248.00	14.00	6%	
		1,002.00	Exempt	0.00	1,002.00	1,062.00	Exempt	0.00	1,062.00	60.00	6%	
		65.50	Exempt	0.00	65.50	69.00	Exempt	0.00	69.00	3.50	5%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
CREMATORIUM CHARGES												
Child (under 18)		No charge				No charge						
Adults 18 years and over		886.00	Exempt	0.00	886.00	939.00	Exempt	0.00	939.00	53.00	6%	
Adults 18 years and over - Saturday		982.00	Exempt	0.00	982.00	1,041.00	Exempt	0.00	1,041.00	59.00	6%	
Additional Charge - Public Holiday		316.00	Exempt	0.00	316.00	335.00	Exempt	0.00	335.00	19.00	6%	
Direct Cremations (no use of chapel)		607.00	Exempt	0.00	607.00	643.00	Exempt	0.00	643.00	36.00	6%	
Direct Cremations (no use of chapel) - Saturday		672.00	Exempt	0.00	672.00	712.00	Exempt	0.00	712.00	40.00	6%	This complies with the Scottish Governments funeral poverty guidance.
Direct Cremations (no use of chapel) - Additional Charge Public Holiday		316.00	Exempt	0.00	316.00	335.00	Exempt	0.00	335.00	19.00	6%	
Clergy		89.17	Standard	17.83	107.00	94.17	Standard	18.83	113.00	6.00	6%	
Access to Undertake Live Streaming of Cremation Services		20.83	Exempt	4.17	25.00	27.00	Exempt	0.00	27.00	2.00	8%	
Dispersal of Ashes		34.95	Exempt	0.00	34.95	37.00	Exempt	0.00	37.00	2.05	6%	
Casket - Purchase		63.33	Standard	12.67	76.00	67.50	Standard	13.50	81.00	5.00	7%	
Urn (plus carrier) - Purchase		29.13	Standard	5.83	34.95	30.83	Standard	6.17	37.00	2.05	6%	
Book of Remembrance (per line)		40.00	Standard	8.00	48.00	42.50	Standard	8.50	51.00	3.00	6%	
Small Book of Remembrance (2 Lines)		126.67	Standard	25.33	152.00	134.17	Standard	26.83	161.00	9.00	6%	
Small Book of Remembrance (5 Lines)		235.83	Standard	47.17	283.00	250.00	Standard	50.00	300.00	17.00	6%	
Small Book of Remembrance (8 Lines)		346.67	Standard	69.33	416.00	367.50	Standard	73.50	441.00	25.00	6%	
Small Book of Remembrance (Gilded Motif)		85.00	Standard	17.00	102.00	90.00	Standard	18.00	108.00	6.00	6%	
Badges		65.00	Standard	13.00	78.00	69.17	Standard	13.83	83.00	5.00	6%	
Coat of Arms and Floral Motif		88.33	Standard	17.67	106.00	93.33	Standard	18.67	112.00	6.00	6%	
Retention of Ashes - per month		15.25	Exempt	0.00	15.25	16.00	Exempt	0.00	16.00	0.75	5%	
Chapel of Rest		48.33	Standard	9.67	58.00	50.83	Standard	10.17	61.00	3.00	5%	
Plaque - Single with inscription (25 years)		220.83	Standard	44.17	265.00	234.17	Standard	46.83	281.00	16.00	6%	
Plaque - Single continuation of lease (25 years)		133.33	Standard	26.67	160.00	141.67	Standard	28.33	170.00	10.00	6%	
Plaque - Double with single inscriptions (25 years)		320.83	Standard	64.17	385.00	340.00	Standard	68.00	408.00	23.00	6%	
Plaque - Double with two inscriptions (25 years)		407.50	Standard	81.50	489.00	431.67	Standard	86.33	518.00	29.00	6%	
Plaque - Double continuation of lease (25 years)		266.67	Standard	53.33	320.00	282.50	Standard	56.50	339.00	19.00	6%	
Additional inscription		120.00	Standard	24.00	144.00	127.50	Standard	25.50	153.00	9.00	6%	
Use of Crematorium Chapel for a Burial Service		279.17	Standard	55.83	335.00	295.83	Standard	59.17	355.00	20.00	6%	
Memorial Kerbstone - (10 years)		274.17	Standard	54.83	329.00	290.83	Standard	58.17	349.00	20.00	6%	
Inscription for Kerbstone		10.33	Standard	2.07	12.40	10.83	Standard	2.17	13.00	0.60	5%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
FERRY FARES												
SPT Concessionary Travel Scheme - Single	STATUTORY CHARGE											Statutory Charge Set by SPT
SPT Concessionary Travel Scheme - Return	STATUTORY CHARGE											
Out of hours Service - Cuan/Easdale/Lismore - up to Midnight		81.40	Zero Rated	0.00	81.40	86.30	Zero Rated	0.00	86.30	4.90	6%	
Out of hours Service - Cuan/Easdale/Lismore - After Midnight		105.20	Zero Rated	0.00	105.20	111.50	Zero Rated	0.00	111.50	6.30	6%	Age 5 to 16 - Child Fare Age 16 and above - Adult Fare Free Travel: Children up to Age 5, Scholars, Primary School Escort, Pre-5 Escort
Easdale/Cuan Passenger Fares - Adult - Return		2.50	Zero Rated	0.00	2.50	2.70	Zero Rated	0.00	2.70	0.20	8%	
Easdale/Cuan Passenger Fares - Adult – 5 Return Journeys		8.00	Zero Rated	0.00	8.00	8.50	Zero Rated	0.00	8.50	0.50	6%	
Easdale/Cuan Passenger Fares - Child – Return		1.40	Zero Rated	0.00	1.40	1.50	Zero Rated	0.00	1.50	0.10	7%	
Easdale/Cuan Passenger Fares - Child – 5 Return Journeys		3.90	Zero Rated	0.00	3.90	4.10	Zero Rated	0.00	4.10	0.20	5%	
Easdale freight (domestic & commercial) - half boat load		11.67	Standard	2.33	14.00	12.33	Standard	2.47	14.80	0.80	6%	
Easdale freight (domestic & commercial) - full boat load		22.50	Standard	4.50	27.00	23.83	Standard	4.77	28.60	1.60	6%	
Cuan Vehicle Fares - Private Vehicles - Motor Cars 50% Disability discount - Return		4.70	Zero Rated	0.00	4.70	5.00	Zero Rated	0.00	5.00	0.30	6%	
Cuan Vehicle Fares - Private Vehicles - cars, trailers or caravans - Return - Up to and Including 5m		9.70	Zero Rated	0.00	9.70	10.30	Zero Rated	0.00	10.30	0.60	6%	
Cuan Vehicle Fares - Private Vehicles - cars, trailers or caravans - Return - Up to and Including 5m (incl driver)						13.00	Zero Rated	0.00	13.00	13.00	0%	New charge for 24-25
Cuan Vehicle Fares - Private Vehicles - cars, trailers or caravans - Up to and Including 5m - 5 Return Journeys		32.00	Zero Rated	0.00	32.00	33.90	Zero Rated	0.00	33.90	1.90	6%	
Cuan Vehicle Fares - Private Vehicles - cars, trailers or caravans - Up to and Including 5m - 5 Return Journeys (incl driver)						42.40	Zero Rated	0.00	42.40	42.40	0%	New charge for 24-25
Cuan Vehicle Fares - Private Vehicles - cars, trailers or caravans - Up to and including 5m – 3 Monthly Unlimited (domestic travellers only - car and driver only)		280.30	Zero Rated	0.00	280.30	297.10	Zero Rated	0.00	297.10	16.80	6%	
Cuan Vehicle Fares - Private Vehicles - Motorcycle - Return		4.00	Zero Rated	0.00	4.00	4.20	Zero Rated	0.00	4.20	0.20	5%	
Cuan Vehicle Fares - Private Vehicles - Motorcycle - Return (incl rider)						6.90	Zero Rated	0.00	6.90	6.90	0%	New charge for 24-25
Cuan Vehicle Fares - Private Vehicles - Motorcycle - 5 Return Journeys		12.90	Zero Rated	0.00	12.90	13.70	Zero Rated	0.00	13.70	0.80	6%	
Cuan Vehicle Fares - Private Vehicles - Motorcycle - 5 Return Journeys (incl rider)						22.20	Zero Rated	0.00	22.20	22.20	0%	New charge for 24-25
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 5.01m to 8.0m - Return		14.25	Standard	2.85	17.10	18.17	Standard	3.63	21.80	4.70	27%	
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 5.01m to 8.0m - Return (incl driver)						20.42	Standard	4.08	24.50	24.50	0%	New charge for 24-25
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 8.01m to 12.0m - Return		16.50	Standard	3.30	19.80	27.33	Standard	5.47	32.80	13.00	66%	
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 8.01m to 12.0m - Return (incl driver)						29.58	Standard	5.92	35.50	35.50	0%	New charge for 24-25
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 12.01m to 18.0m - Return		18.75	Standard	3.75	22.50	55.67	Standard	11.13	66.80	44.30	197%	
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 12.01m to 18.0m - Return (incl driver)						57.92	Standard	11.58	69.50	69.50	0%	New charge for 24-25
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 5.01m to 8.0m - 5 Return Journeys		69.67	Standard	13.93	83.60	88.42	Standard	17.68	106.10	22.50	27%	
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 5.01m to 8.0m - 5 Return Journeys (incl driver)						95.50	Standard	19.10	114.60	114.60	0%	New charge for 24-25
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 8.01m to 12.0m - 5 Return Journeys		80.58	Standard	16.12	96.70	133.75	Standard	26.75	160.50	63.80	66%	
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 8.01m to 12.0m - 5 Return Journeys (incl driver)						140.83	Standard	28.17	169.00	169.00	0%	New charge for 24-25
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 12.01m to 18.0m - 5 Return Journeys		91.42	Standard	18.28	109.70	271.92	Standard	54.38	326.30	216.60	197%	
Cuan Vehicle Fares - Commercial Vehicles/Coaches - 12.01m to 18.0m -5 Return Journeys (incl driver)						279.00	Standard	55.80	334.80	334.80	0%	New charge for 24-25

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Lismore Passenger Fares - Adult - Single		2.30	Zero Rated	0.00	2.30	2.40	Zero Rated	0.00	2.40	0.10	4%	Age 5 to 16 - Child Fare Age 16 and above - Adult Fare Free Travel: Children up to Age 5, Scholars, Primary School Escort, Pre-5 Escort
Jura Passenger Fares - Adult - Single		2.20	Zero Rated	0.00	2.20	2.40	Zero Rated	0.00	2.40	0.20	9%	
Lismore Passenger Fares - Adult - 10 Journeys		14.30	Zero Rated	0.00	14.30	15.20	Zero Rated	0.00	15.20	0.90	6%	
Jura Passenger Fares - Adult - 10 Journeys		13.70	Zero Rated	0.00	13.70	15.20	Zero Rated	0.00	15.20	1.50	11%	
Lismore Passenger Fares - Child - Single		1.30	Zero Rated	0.00	1.30	1.40	Zero Rated	0.00	1.40	0.10	8%	
Jura Passenger Fares - Child - Single		1.20	Zero Rated	0.00	1.20	1.40	Zero Rated	0.00	1.40	0.20	17%	
Lismore Passenger Fares - Child - 10 Journeys		6.90	Zero Rated	0.00	6.90	7.30	Zero Rated	0.00	7.30	0.40	6%	
Jura Passenger Fares - Child - 10 Journeys		6.60	Zero Rated	0.00	6.60	7.30	Zero Rated	0.00	7.30	0.70	11%	
Jura Vehicle Fares - Private Vehicles - Excursion Return		17.40	Zero Rated	0.00	17.40	18.40	Zero Rated	0.00	18.40	1.00	6%	
Jura Vehicle Fares - Private Vehicles - Excursion Return (incl driver)						23.20	Zero Rated	0.00	23.20	23.20	0%	
Jura Vehicle Fares - Private Vehicles - Motor Cars 50% Disability Discount - Return (Based on 50% Excursion Return)		8.40	Zero Rated	0.00	8.40	9.20	Zero Rated	0.00	9.20	0.80	10%	
Jura Vehicle Fares - Private Vehicles - Motor Cars 50% Disability Discount - Return (Based on 50% Excursion Return) (incl driver)						11.60	Zero Rated	0.00	11.60	11.60	0%	New charge for 24-25
Jura Vehicle Fares - all vehicles up to and including 5m - single journey (incl driver)		10.80	Zero Rated	0.00	10.80	11.40	Zero Rated	0.00	11.40	0.60	6%	
Jura Vehicle Fares - all vehicles up to and including 5m - 10 Single Journeys (incl driver)		69.90	Zero Rated	0.00	69.90	74.10	Zero Rated	0.00	74.10	4.20	6%	
Jura Vehicle Fares - all vehicles up to and including 5m - 50 Single Journeys (incl driver)		344.60	Zero Rated	0.00	344.60	365.30	Zero Rated	0.00	365.30	20.70	6%	
Jura Vehicle Fares - Private Vehicles - Motorcycle - Single		4.30	Zero Rated	0.00	4.30	4.60	Zero Rated	0.00	4.60	0.30	7%	
Jura Vehicle Fares - Private Vehicles - Motorcycle - Single (incl rider)						7.00	Zero Rated	0.00	7.00	7.00	0%	New charge for 24-25
Jura Vehicle Fares - Private Vehicles - Motorcycle - 10 Journeys		28.00	Zero Rated	0.00	28.00	29.70	Zero Rated	0.00	29.70	1.70	6%	
Jura Vehicle Fares - Private Vehicles - Motorcycle - 10 Journeys (incl rider)						44.90	Zero Rated	0.00	44.90	44.90	0%	New charge for 24-25
Jura Vehicle Fares - Private Vehicles - Motorhomes - 5.01m to 8.0m - Single		23.40	Zero Rated	0.00	23.40	Charge removed						Charge removed as no longer applicable.
Jura Vehicle Fares - Private Vehicles - Motorhomes - 5.01m to 8.0m - Return (incl driver)						54.40	Zero Rated	0.00	54.40	54.40	0%	New charge for 24-25
Jura Vehicle Fares - Private Vehicles - Motorhomes - 8.01m to 12.0m - Single		26.30	Zero Rated	0.00	26.30	Charge removed						Charge removed as no longer applicable.
Jura Vehicle Fares - Private Vehicles - Motorhomes - 8.01m to 12.0m - Return (incl driver)						76.00	Zero Rated	0.00	76.00	76.00	0%	New charge for 24-25
Jura Vehicle Fares - Commercial Vehicles/Coaches - 5.01m to 8.0m - Single		19.42	Standard	3.88	23.30	Charge removed						Charge removed as no longer applicable.
Jura Vehicle Fares - Commercial Vehicles/Coaches - 5.01m to 8.0m Return (incl driver)						45.33	Standard	9.07	54.40	54.40	0%	New charge for 24-25
Jura Vehicle Fares - Commercial Vehicles/Coaches - 8.01m to 12.0m - Single		21.83	Standard	4.37	26.20	Charge removed						Charge removed as no longer applicable.
Jura Vehicle Fares - Commercial Vehicles/Coaches - 8.01m to 12.0m Return (incl driver)						63.33	Standard	12.67	76.00	76.00	0%	New charge for 24-25
Jura Vehicle Fares - Commercial Vehicles/Coaches - 12.01m to 18.0m - Single		24.50	Standard	4.90	29.40	Charge removed						Charge removed as no longer applicable.
Jura Vehicle Fares - Commercial Vehicles/Coaches - 12.01m to 18.0m Return (incl driver)						125.00	Standard	25.00	150.00	150.00	0%	New charge for 24-25
Jura Vehicle Fares - Commercial Vehicles carrying Dangerous Goods return (incl driver)						125.00	Standard	25.00	150.00	150.00	0%	New charge for 24-25
Jura Vehicle Fares - Commercial Vehicles/Coaches - Out of Hours service - up to Midnight		99.20	Outwith the Scope	0.00	99.20	105.20	Outwith the Scope	0.00	105.20	6.00	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
PIERS AND HARBOURS - RATES - GOODS, PASSENGERS & VEHICLES												Rates for Goods Shipped, Transhipped or Unshipped at the Pier or Ferry Slip or within the Harbour
General Goods Packaged (per tonne)Includes Fruit, Beverages, Meat, Dairy Products, General Groceries and Confectionery, Cured Fish, etc.		2.91	Zero Rated	0.00	2.91	3.00	Zero Rated	0.00	3.00	0.09	3%	In determining weights for the purpose of charging dues, the weights of the containers of any goods shall be included.
Dry Bulk Commodities (per tonne) Ores, Aggregates and Crushed Stone, Cement and Building Materials, Timber (including Logs), Salt, etc.		2.59	Zero Rated	0.00	2.59	2.67	Zero Rated	0.00	2.67	0.08	3%	In terms of liquid, gaseous bulk products, bulk shipments of materials may be charged at discounted rates subject to a request being made in writing to the Executive Director, Development and Infrastructure, who will then refer the letter to the full Council.
Liquid and Gaseous Bulk Products (per tonne)		3.24	Zero Rated	0.00	3.24	3.34	Zero Rated	0.00	3.34	0.10	3%	
Explosives (per tonne)		115.42	Zero Rated	0.00	115.42	118.88	Zero Rated	0.00	118.88	3.46	3%	
Livestock - Poultry (per bird)		0.51	Zero Rated	0.00	0.51	0.53	Zero Rated	0.00	0.53	0.02	4%	All empty boxes, barrels, sacks and packages if previously shipped or landed will be exempt.
Animals (per Animal)		0.97	Zero Rated	0.00	0.97	1.00	Zero Rated	0.00	1.00	0.03	3%	Passengers Personal Baggage shall be free of charge.
Smolt (per thousand)		6.80	Zero Rated	0.00	6.80	6.80	Zero Rated	0.00	6.80	0.20	3%	
Fish, including Shellfish - Fresh, all varieties and also fish consigned for sale at other markets - percentage of catch	2.50%		If Applicable	0.00	0.00		If Applicable	0.00	0.00			2.50% of catch
Rates on Passenger and Vehicles - Adult Passengers landing at or embarking from pier (each)		0.59	Zero Rated	0.00	0.59	0.61	Zero Rated	0.00	0.61	0.02	3%	
Rates on Passenger and Vehicles - Child Passengers landing at or embarking from pier (each)		0.37	Zero Rated	0.00	0.37	0.38	Zero Rated	0.00	0.38	0.01	3%	
Rates on Passenger and Vehicles - Private Cars, Taxis, Hearses and Agricultural Machinery (Tractors, Trailers, etc.) (each)		1.86	Zero Rated	0.00	1.86	1.92	Zero Rated	0.00	1.92	0.06	3%	
Rates on Passenger and Vehicles - Caravans or Trailers (except Commercial Trailers) (each)		2.96	Zero Rated	0.00	2.96	3.05	Zero Rated	0.00	3.05	0.09	3%	
Rates on Passenger and Vehicles - Cycles (each)		0.51	Zero Rated	0.00	0.51	0.53	Zero Rated	0.00	0.53	0.02	4%	
Rates on Passenger and Vehicles - Motorcycles including sidecar (each)		1.25	Zero Rated	0.00	1.25	1.29	Zero Rated	0.00	1.29	0.04	3%	
Rates on Passenger and Vehicles - Buses (each)		10.31	Zero Rated	0.00	10.31	10.62	Zero Rated	0.00	10.62	0.31	3%	
Rates on Passenger and Vehicles - Commercial Vehicles - Per Metre		1.25	Zero Rated	0.00	1.25	1.29	Zero Rated	0.00	1.29	0.04	3%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
PIERS AND HARBOURS - RATES - MISCELLANEOUS												
Mobile Cranage - for each lift		16.53	Zero Rated	0.00	16.53	17.03	Zero Rated	0.00	17.03	0.50	3%	For goods remaining in sheds or on the pier or quays for a period longer than 24 hours, 50% of the original pier dues shall be charged for each 24 hours or part thereof. Provided that in the case of sheds occupied from time to time under lease or let from the Council such dues shall not be charged against the occupier or leasee. The terms of such leases or lets shall be subject to individual negotiation with the Executive Director. (Note there is a minimum charge of £10.00 for some items)
Fresh Water - per tonne or part thereof (minimum charge £10)		4.74	Zero Rated	0.00	4.74	4.88	Zero Rated	0.00	4.88	0.14	3%	
Left Luggage - per article up to 24hours (minimum charge £10)		4.08	Standard	0.82	4.90	4.21	Standard	0.84	5.05	0.15	3%	
Parcels and Packages up to 50 kg (minimum charge £10)		0.43	Standard	0.09	0.51	0.44	Standard	0.09	0.53	0.02	4%	
Parcels and Packages- where articles can be measured - charge per cubic metre (minimum charge £10)		4.57	Standard	0.91	5.48	4.70	Standard	0.94	5.64	0.16	3%	
Parcels and Packages- where articles cannot be measured - charge per tonne (minimum charge £10)		4.57	Standard	0.91	5.48	4.70	Standard	0.94	5.64	0.16	3%	
Rope Handling - To be charged each time i.e. Arrival and departure to be charged separately (NB to be charged to ferries where additional resources are required)		185.50	Zero Rated	0.00	185.50	191.05	Zero Rated	0.00	191.05	5.55	3%	
Timber Debris Clearance		463.79	Standard	92.76	556.55	477.71	Standard	95.54	573.25	16.70	3%	
Use of Linkspan - Commercial use		444.70	Zero Rated	0.00	444.70	458.05	Zero Rated	0.00	458.05	13.35	3%	
Use of Linkspan - non-vehicular traffic		51.85	Zero Rated	0.00	51.85	53.40	Zero Rated	0.00	53.40	1.55	3%	
Operational Duties on behalf of external bodies												
Car and Pedestrian marshalling - Rothesay and Dunoon (per day)		150.67	Standard	30.13	180.80	155.17	Standard	31.03	186.20	5.40	3%	
Freight handling - Rothesay Harbour		14.79	Standard	2.96	17.75	15.25	Standard	3.05	18.30	0.55	3%	
Electricity (per unit)		0.23	Standard	0.05	0.28	0.24	Standard	0.05	0.29	0.01	4%	
Slipway Landing fee		7.40	Zero Rated	0.00	7.40	7.60	Zero Rated	0.00	7.60	0.20	3%	
Cruise calls/tenders		741.10	Zero Rated	0.00	741.10	763.35	Zero Rated	0.00	763.35	22.25	3%	
Oban Transit Marina												
Daily Rate (Between 11:00 and 16:00)		12.29	Standard	2.46	14.75	12.67	Standard	2.53	15.20	0.45	3%	
Overnight Charge (per metre length)		3.08	Standard	0.62	3.70	3.17	Standard	0.63	3.80	0.10	3%	
Oban Harbour Conservancy Charges												
Vessels with a GRT over 50 registered tonnage (per tonne)						0.07	Zero Rated	0.00	0.07	0.07	0%	charge per tonnage
Calmac Vessels (per tonne)						0.02	Zero Rated	0.00	0.02	0.02	0%	charge per tonnage

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
PIERS AND HARBOURS - RATES - VESSELS												
1 - Basic Rate - all vessels to be charged at this rate unless eligible for categories 2, 3, 4 - see comment 2												
Up to 5 metres in length	Per visit up to 24 hours	15.30	Zero Rated	0.00	15.30	15.75	Zero Rated	0.00	15.75	0.45	3%	COMMENTS 1. The category and rate under which a vessel is to be charged must be paid at the time of the berthing or on invoicing as appropriate. 2. All vessels are liable for dues at the Basic Rate. Only those, which are actively engaged in the relevant activity, are eligible for Category 2,3 or 4. 3. All vessels actively engaged in commercial undertaking, these would be subject to minimum payment by length as for unregistered vessels. 4. Rothesay and Campbeltown Pontoon are not managed by Argyll and Bute and are subject to their own charges. 5. The above rates and dues include for Port Waste Facilities to the level required by local and leisure craft. Any requirements for additional waste facilities or specialised waste disposal, in terms of the Merchant Shipping & Fishing Vessels (Port Waste Reception Facilities) Regulations 2003, must be made to the Service Director at least 24 hours in advance. This cost shall be paid prior to the provision of the service. 6. Concession rates for unlimited use will be available only for vessels "regularly sailing". Additional dues will be required for vessels, which have made payment for unlimited use but are not "regularly sailing". A vessel will be deemed to be "regularly sailing" if it leaves the installation for a continuous period of not less than 6 hours between 0600 hours and 2000 hours in any one day for more than 14 days.
Up to 6 metres in length	Per visit up to 24 hours	18.50	Zero Rated	0.00	18.50	19.05	Zero Rated	0.00	19.05	0.55	3%	
Up to 7 metres in length	Per visit up to 24 hours	21.20	Zero Rated	0.00	21.20	21.85	Zero Rated	0.00	21.85	0.65	3%	
Up to 8 metres in length	Per visit up to 24 hours	24.50	Zero Rated	0.00	24.50	25.25	Zero Rated	0.00	25.25	0.75	3%	
Up to 9 metres in length	Per visit up to 24 hours	27.45	Zero Rated	0.00	27.45	28.25	Zero Rated	0.00	28.25	0.80	3%	
Up to 10 metres in length	Per visit up to 24 hours	30.60	Zero Rated	0.00	30.60	31.50	Zero Rated	0.00	31.50	0.90	3%	
Over 10 metres in length - charge per metre	Per visit up to 24 hours	3.00	Zero Rated	0.00	3.00	3.10	Zero Rated	0.00	3.10	0.10	3%	
Up to 5 metres in length	Weekly	76.00	Zero Rated	0.00	76.00	78.30	Zero Rated	0.00	78.30	2.30	3%	
Up to 6 metres in length	Weekly	91.20	Zero Rated	0.00	91.20	93.95	Zero Rated	0.00	93.95	2.75	3%	
Up to 7 metres in length	Weekly	106.30	Zero Rated	0.00	106.30	109.50	Zero Rated	0.00	109.50	3.20	3%	
Up to 8 metres in length	Weekly	123.60	Zero Rated	0.00	123.60	127.30	Zero Rated	0.00	127.30	3.70	3%	
Up to 9 metres in length	Weekly	137.90	Zero Rated	0.00	137.90	142.05	Zero Rated	0.00	142.05	4.15	3%	
Up to 10 metres in length	Weekly	152.00	Zero Rated	0.00	152.00	156.55	Zero Rated	0.00	156.55	4.55	3%	
Up to 5 metres in length	Summer	557.50	Zero Rated	0.00	557.50	574.25	Zero Rated	0.00	574.25	16.75	3%	
Up to 6 metres in length	Summer	668.95	Zero Rated	0.00	668.95	689.00	Zero Rated	0.00	689.00	20.05	3%	
Up to 7 metres in length	Summer	780.45	Zero Rated	0.00	780.45	803.85	Zero Rated	0.00	803.85	23.40	3%	
Up to 8 metres in length	Summer	891.90	Zero Rated	0.00	891.90	918.65	Zero Rated	0.00	918.65	26.75	3%	
Up to 9 metres in length	Summer	1,003.40	Zero Rated	0.00	1,003.40	1,033.50	Zero Rated	0.00	1,033.50	30.10	3%	
Up to 10 metres in length	Summer	1,115.00	Zero Rated	0.00	1,115.00	1,148.45	Zero Rated	0.00	1,148.45	33.45	3%	
Up to 5 metres in length	Winter	405.45	Zero Rated	0.00	405.45	417.60	Zero Rated	0.00	417.60	12.15	3%	
Up to 6 metres in length	Winter	486.50	Zero Rated	0.00	486.50	501.10	Zero Rated	0.00	501.10	14.60	3%	
Up to 7 metres in length	Winter	567.75	Zero Rated	0.00	567.75	584.80	Zero Rated	0.00	584.80	17.05	3%	
Up to 8 metres in length	Winter	648.65	Zero Rated	0.00	648.65	668.10	Zero Rated	0.00	668.10	19.45	3%	
Up to 9 metres in length	Winter	729.75	Zero Rated	0.00	729.75	751.65	Zero Rated	0.00	751.65	21.90	3%	
Up to 10 metres in length	Winter	810.80	Zero Rated	0.00	810.80	835.10	Zero Rated	0.00	835.10	24.30	3%	
1a - Any ship of a gross tonnage less than 15 tonnes or used for recreation or pleasure - charge is subject to 20% VAT					0.00				0.00			
Up to 5 metres in length	Per visit up to 24 hours	13.04	Standard	2.61	15.65	13.42	Standard	2.68	16.10	0.45	3%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Up to 6 metres in length	Per visit up to 24 hours	15.54	Standard	3.11	18.65	16.00	Standard	3.20	19.20	0.55	3%	7. Periods are: Summer period April to September inclusive, or part thereof. Winter period October to March inclusive, or part thereof.
Up to 7 metres in length	Per visit up to 24 hours	18.13	Standard	3.63	21.75	18.67	Standard	3.73	22.40	0.65	3%	
Up to 8 metres in length	Per visit up to 24 hours	20.67	Standard	4.13	24.80	21.29	Standard	4.26	25.55	0.75	3%	
Up to 9 metres in length	Per visit up to 24 hours	23.29	Standard	4.66	27.95	24.00	Standard	4.80	28.80	0.85	3%	
Up to 10 metres in length	Per visit up to 24 hours	25.83	Standard	5.17	31.00	26.63	Standard	5.33	31.95	0.95	3%	
Over 10 metres in length - charge per metre	Per visit up to 24 hours	2.60	Standard	0.52	3.12	2.68	Standard	0.54	3.21	0.09	3%	
Up to 5 metres in length	Weekly	64.67	Standard	12.93	77.60	66.63	Standard	13.33	79.95	2.35	3%	
Up to 6 metres in length	Weekly	77.46	Standard	15.49	92.95	79.79	Standard	15.96	95.75	2.80	3%	
Up to 7 metres in length	Weekly	90.42	Standard	18.08	108.50	93.13	Standard	18.63	111.75	3.25	3%	
Up to 8 metres in length	Weekly	105.13	Standard	21.03	126.15	108.29	Standard	21.66	129.95	3.80	3%	
Up to 9 metres in length	Weekly	117.17	Standard	23.43	140.60	120.67	Standard	24.13	144.80	4.20	3%	
Up to 10 metres in length	Weekly	129.21	Standard	25.84	155.05	133.08	Standard	26.62	159.70	4.65	3%	
Up to 5 metres in length	Summer	473.83	Standard	94.77	568.60	488.04	Standard	97.61	585.65	17.05	3%	8. All concession rates for unlimited use must be paid for in advance of the period for which they cover. Failure to do so will result in full rates being applied.
Up to 6 metres in length	Summer	568.58	Standard	113.72	682.30	585.63	Standard	117.13	702.75	20.45	3%	
Up to 7 metres in length	Summer	663.33	Standard	132.67	796.00	683.25	Standard	136.65	819.90	23.90	3%	
Up to 8 metres in length	Summer	758.08	Standard	151.62	909.70	780.83	Standard	156.17	937.00	27.30	3%	
Up to 9 metres in length	Summer	852.92	Standard	170.58	1,023.50	878.50	Standard	175.70	1,054.20	30.70	3%	
Up to 10 metres in length	Summer	947.71	Standard	189.54	1,137.25	976.13	Standard	195.23	1,171.35	34.10	3%	
Up to 5 metres in length	Winter	344.67	Standard	68.93	413.60	355.00	Standard	71.00	426.00	12.40	3%	
Up to 6 metres in length	Winter	413.46	Standard	82.69	496.15	425.88	Standard	85.18	511.05	14.90	3%	
Up to 7 metres in length	Winter	482.50	Standard	96.50	579.00	496.96	Standard	99.39	596.35	17.35	3%	
Up to 8 metres in length	Winter	551.33	Standard	110.27	661.60	567.88	Standard	113.58	681.45	19.85	3%	
Up to 9 metres in length	Winter	620.42	Standard	124.08	744.50	639.04	Standard	127.81	766.85	22.35	3%	
Up to 10 metres in length	Winter	689.38	Standard	137.88	827.25	710.04	Standard	142.01	852.05	24.80	3%	
2 - Vessels actively engaged in a commercial undertaking.												
If registered:- per gross registered tonne (see comment 3)		0.54	Zero Rated	0.00	0.54	0.56	Zero Rated	0.00	0.56	0.02	4%	
If not registered then:												
Up to 5 metres in length	Per visit up to 24 hours	7.86	Zero Rated	0.00	7.86	8.10	Zero Rated	0.00	8.10	0.24	3%	
Up to 10 metres in length	Per visit up to 24 hours	15.56	Zero Rated	0.00	15.56	16.03	Zero Rated	0.00	16.03	0.47	3%	
Up to 15 metres in length	Per visit up to 24 hours	23.42	Zero Rated	0.00	23.42	24.12	Zero Rated	0.00	24.12	0.70	3%	
Up to 20 metres in length	Per visit up to 24 hours	31.06	Zero Rated	0.00	31.06	31.99	Zero Rated	0.00	31.99	0.93	3%	
Up to 25 metres in length	Per visit up to 24 hours	38.98	Zero Rated	0.00	38.98	40.15	Zero Rated	0.00	40.15	1.17	3%	
Up to 30 metres in length	Per visit up to 24 hours	47.26	Zero Rated	0.00	47.26	48.68	Zero Rated	0.00	48.68	1.42	3%	
Over 30 metres in length - charge per metre	Per visit up to 24 hours	1.71	Zero Rated	0.00	1.71	1.76	Zero Rated	0.00	1.76	0.05	3%	
Up to 5 metres in length	Weekly	38.24	Zero Rated	0.00	38.24	39.39	Zero Rated	0.00	39.39	1.15	3%	
Up to 10 metres in length	Weekly	76.77	Zero Rated	0.00	76.77	79.07	Zero Rated	0.00	79.07	2.30	3%	
Up to 15 metres in length	Weekly	114.80	Zero Rated	0.00	114.80	118.24	Zero Rated	0.00	118.24	3.44	3%	
Up to 20 metres in length	Weekly	154.08	Zero Rated	0.00	154.08	158.70	Zero Rated	0.00	158.70	4.62	3%	
Up to 25 metres in length	Weekly	192.54	Zero Rated	0.00	192.54	198.32	Zero Rated	0.00	198.32	5.78	3%	
Up to 30 metres in length	Weekly	231.14	Zero Rated	0.00	231.14	238.07	Zero Rated	0.00	238.07	6.93	3%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
3 - All vessels operating a scheduled ferry or pleasure service per gross registered tonne.		0.1504	Zero Rated	0.00	0.1504	0.1549	Zero Rated	0.00	0.1549	0.00	3%	Ferry Charges rounded to 4 decimal places
Unmanned Pier		0.1504	Zero Rated	0.00	0.1504	0.1549	Zero Rated	0.00	0.1549	0.00	3%	Ferry Charges rounded to 4 decimal places
Laying up of ferry at a non ferry/commercial berth		0.48	Zero Rated	0.00	0.48	0.49	Zero Rated	0.00	0.49	0.01	2%	
4 - Vessels regularly engaged in commercial fishing and paying appropriate fish landing dues to Council:												
Up to 10 metres in length	Per visit up to 24 hours	3.55	Zero Rated	0.00	3.55	3.66	Zero Rated	0.00	3.66	0.11	3%	
Up to 15 metres in length	Per visit up to 24 hours	5.25	Zero Rated	0.00	5.25	5.41	Zero Rated	0.00	5.41	0.16	3%	
Up to 20 metres in length	Per visit up to 24 hours	7.05	Zero Rated	0.00	7.05	7.26	Zero Rated	0.00	7.26	0.21	3%	
Up to 25 metres in length	Per visit up to 24 hours	8.81	Zero Rated	0.00	8.81	9.07	Zero Rated	0.00	9.07	0.26	3%	
Up to 30 metres in length	Per visit up to 24 hours	10.52	Zero Rated	0.00	10.52	10.84	Zero Rated	0.00	10.84	0.32	3%	
Over 30 metres in length - charge per metre		0.54	Zero Rated	0.00	0.54	0.56	Zero Rated	0.00	0.56	0.02	4%	
Up to 10 metres in length	Weekly	18.00	Zero Rated	0.00	18.00	18.54	Zero Rated	0.00	18.54	0.54	3%	
Up to 15 metres in length	Weekly	27.13	Zero Rated	0.00	27.13	27.94	Zero Rated	0.00	27.94	0.81	3%	
Up to 20 metres in length	Weekly	36.09	Zero Rated	0.00	36.09	37.17	Zero Rated	0.00	37.17	1.08	3%	
Up to 25 metres in length	Weekly	45.21	Zero Rated	0.00	45.21	46.57	Zero Rated	0.00	46.57	1.36	3%	
Up to 30 metres in length	Weekly	53.88	Zero Rated	0.00	53.88	55.50	Zero Rated	0.00	55.50	1.62	3%	
Up to 10 metres in length	Annual charge	469.10	Zero Rated	0.00	469.10	483.15	Zero Rated	0.00	483.15	14.05	3%	
Up to 15 metres in length	Annual charge	703.70	Zero Rated	0.00	703.70	724.80	Zero Rated	0.00	724.80	21.10	3%	
Up to 20 metres in length	Annual charge	935.65	Zero Rated	0.00	935.65	963.70	Zero Rated	0.00	963.70	28.05	3%	
Up to 25 metres in length	Annual charge	1,175.50	Zero Rated	0.00	1,175.50	1,210.75	Zero Rated	0.00	1,210.75	35.25	3%	
Up to 30 metres in length	Annual charge	1,402.00	Zero Rated	0.00	1,402.00	1,444.05	Zero Rated	0.00	1,444.05	42.05	3%	

In relation to the foregoing charges, the relevant Executive Director, where they consider it to be in the commercial interests of the Council and after consultation with the relevant Policy Lead and the Head of Financial Services, is authorised to negotiate and agree variations of the foregoing charges for individual users or classes of users of the facilities in respect of their respective use of the facilities and the charges as varied shall be applied to such use as the Executive Director shall deem appropriate. In addition, the Executive Director is authorised, after consultation with the relevant Policy Lead and the Head of Financial Services, to put in place a suitable booking procedures for harbour and airport facilities and to take into account, inter alia, the level of bookings made by individual users or classes of users when agreeing variations of the foregoing charges with individual users or classes of users.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
AIRFIELD CHARGES												Standard Landing Charges - Applicable to all types of operation (including "Touch and Go" and circuits) MTWA = Maximum Take-Off Weight Authorised
Standard Landing Charges - up to 500kg MTWA		11.25	Standard	2.25	13.50	12.08	Standard	2.42	14.50	1.00	7%	Charge for ultra lights and flexwings.
Standard Landing Charges - 501kg to 1000kg MTWA		15.42	Standard	3.08	18.50	16.25	Standard	3.25	19.50	1.00	5%	Landing Charge Rebates - Only Available if full payment is made prior to final departure or approved credit facilities have been agreed.
Standard Landing Charges - 1001kg to 1500kg MTWA		22.50	Standard	4.50	27.00	24.17	Standard	4.83	29.00	2.00	7%	A) Visiting Aircraft on Training Flights First landing - full rate, Subsequent landings - 50% discount (only applies to aircraft operating within 15nm after 1st landing).
Standard Landing Charges - 1501kg to 2000kg MTWA		29.17	Standard	5.83	35.00	30.83	Standard	6.17	37.00	2.00	6%	B) Safety-related Diversionary Landing (AOPA Scheme). The Council is prepared to consider requests for waiver of charges from a General Aviation (GA) pilot who makes a general safety-related diversionary landing. This waiver only applies to domestic GA traffic. Assessment of the waiver will be carried out by the senior Airport Officer on duty. The council reserves the right to opt out of the AOPA scheme at any time subject to three month's notice being given to AOPA by the council. Eligibility for waiver will be based on the same criteria as for a light aircraft landing fee, i.e. private flight in accordance with Schedule 1 of the ANO 2016.
Standard Landing Charges - 2001kg to 2500kg MTWA		34.17	Standard	6.83	41.00	35.83	Standard	7.17	43.00	2.00	5%	
Standard Landing Charges - 2501kg to 3000kg MTWA		45.83	Standard	9.17	55.00	48.33	Standard	9.67	58.00	3.00	5%	
Standard Landing Charges - 3001kg to 3500kg MTWA		62.50	Standard	12.50	75.00	66.67	Standard	13.33	80.00	5.00	7%	
Standard Landing Charges - 3501kg to 4000kg MTWA		74.17	Standard	14.83	89.00	78.33	Standard	15.67	94.00	5.00	6%	Flying Clubs, The council may negotiate agreements for reduced landing charges for flights made for the purpose of the clubs at an airport but not flights made for hire or reward outside the normal range or scope of club activities. These charges will increase on an annual basis - as a minimum - by the agreed Council Inflation Rate.
Standard Landing Charges - 4001kg to 4500kg MTWA		90.00	Standard	18.00	108.00	95.00	Standard	19.00	114.00	6.00	6%	
Standard Landing Charges - 4501kg to 5000kg MTWA		103.33	Standard	20.67	124.00	109.17	Standard	21.83	131.00	7.00	6%	
Standard Landing Charges - Over 5000kg MTWA - per additional 500g or part thereof		15.42	Standard	3.08	18.50	16.25	Standard	3.25	19.50	1.00	5%	
Standard Landing Fee for Coll and Colonsay		7.92	Standard	1.58	9.50	8.42	Standard	1.68	10.10	0.60	6%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Flights outside normal hours of availability - Oban		460.83	Standard	92.17	553.00	488.33	Standard	97.67	586.00	33.00	6%	Flights outside normal hours of availability as described in the UK AIP and on the airport website whereby the type of flight requires a Licensed Aerodrome. Where flights are made outside of these hours by arrangement with the Council, an out of hours charge will be payable in accordance with these rates or such rates as agreed with the Council at the time of the arrangement. The rates notes are subject to a minimum charge equivalent to 2 hours. Note: an extension of up to one hour immediately following normal opening hours would incur a charge at 50% of the normal hourly rate i.e. £293. 48hr notice minimum for out of hours availability. 50% of the fees applied to a request for out of hours will be taken at the time the booking (at least 48hrs notification). This will be refunded if cancelled before the airports normal closing time on the day of the planned visit. Coll and Colonsay - helicopter fire cover only.
Flights outside normal hours of availability - Coll and Colonsay		230.83	Standard	46.17	277.00	245.00	Standard	49.00	294.00	17.00	6%	
Flights outside normal hours of availability - Indemnity Certificate		43.33	Standard	8.67	52.00	45.83	Standard	9.17	55.00	3.00	6%	
Aircraft Parking charges (for a period of 24 hours or part thereof) - First 24 hours	NO CHARGE	0.00		0.00	0.00	0.00		0.00	0.00	0.00	0%	No charge.
Aircraft Parking charges (for a period of 24 hours or part thereof) Thereafter - Not exceeding 5 tonnes MTWA - charge is per 500kg or part thereof		3.00	Standard	0.60	3.60	3.17	Standard	0.63	3.80	0.20	6%	Weekly Parking Permit - applications may be made to the Station Manager for the purchase of these at a discounted rate (20% reduction). Arrangement and payment must be made in advance of the aircraft parking fee arrangement period.
Aircraft Parking charges (for a period of 24 hours or part thereof) Thereafter - over 5 tonnes MTWA - charge is per 500kg or part thereof		5.08	Standard	1.02	6.10	5.42	Standard	1.08	6.50	0.40	7%	
Aircraft Parking charges - Refusal of Instruction to move/remove parked aircraft - Charge per day (plus the standard aircraft parking charge noted above)		53.33	Standard	10.67	64.00	56.67	Standard	11.33	68.00	4.00	6%	The Council may at any time order an aircraft operator either to move a parked aircraft to another position or remove it from the airport. Failure to comply with the order within the period specified in it will render the operator liable to this charge.
Damage to Airport Property - Where an airport user damages airport property (for which the avoidance of doubt includes, but is not limited to, the runway, buildings, security barriers and fences) the Council shall have the right to recharge the user for any and all reasonable costs incurred by the Council. This includes, but is not limited to make good materials, vehicles, manpower, equipment etc., deemed necessary to make good the damage.		0.00		0.00	0.00	0.00		0.00	0.00	0.00	0%	
Holiday Voucher - Aircraft operators who are using Oban as a base for their holiday can apply for a Holiday Voucher which includes temporary indemnity for up to 2 weeks. This is only available for aircraft up to 2,730kg. Aircraft operators must present a valid copy of insurance prior to issue of the voucher. - one week stay		6.92	Standard	1.38	8.30	7.33	Standard	1.47	8.80	0.50	6%	The application process is the same as for a normal indemnity certificate/permit. The cost is £8.80 for one week. Voucher is non-transferable.
Holiday Voucher - Aircraft operators who are using Oban as a base for their holiday can apply for a Holiday Voucher which includes temporary indemnity for up to 2 weeks. This is only available for aircraft up to 2,730kg. Aircraft operators must present a valid copy of insurance prior to issue of the voucher. - two week stay		11.25	Standard	2.25	13.50	12.08	Standard	2.42	14.50	1.00	7%	The application process is the same as for a normal indemnity certificate/permit. The cost is £14.50 for 2 weeks. Voucher is non-transferable.
Landing Loyalty Cards - A card with 5 sections which all get stamped after each landing. The first 4 are paid and the 5th one is free and the card is complete.		0.00		0.00	0.00	0.00		0.00	0.00	0.00	0%	Cards to be produced with a unique number.
Fire Training Courses - Extinguisher Training and bespoke fire training can all be arranged locally - phone for details.		15.42	Standard	3.08	18.50	16.25	Standard	3.25	19.50	1.00	5%	Price is per delegate. Bespoke training costs are based on customer requirements.
Fire Training Courses - Fire Warden Training and bespoke fire training can all be arranged locally - phone for details.		13.33	Standard	2.67	16.00	14.17	Standard	2.83	17.00	1.00	6%	Price is per delegate. Bespoke training costs are based on customer requirements.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Miscellaneous - Event Bookings, Special Promotions, Business Rates can be arranged and costs vary according to requirements. Business rates are subject to approval from Strategic Transportation Manager.		0.00		0.00	0.00	0.00		0.00	0.00	0.00	0%	These require various periods of notification and will require approval in advance. Any information on events or promotions will be advertised on the airports website.
Penalties - Landing or taking off without an indemnity or registered users certificate (Coll and Colonsay) and trespass on the airport without approval from the Airport Authority (inc the release of animals).		71.00	Outwith the scope	0.00	71.00	75.00	Outwith the scope	0.00	75.00	4.00	6%	Landing/taking off without indemnity - 6 month ban and £75 to be paid within one calendar month, £710 per month thereafter. Trespassing on airport grounds £710.
Penalties - Landing or taking off without an indemnity or registered users certificate (Coll and Colonsay) and trespass on the airport without approval from the Airport Authority (inc the release of animals).		670.00	Outwith the scope	0.00	670.00	710.00	Outwith the scope	0.00	710.00	40.00	6%	Landing/taking off without indemnity - 6 month ban and £75 to be paid within one calendar month, £710 per month thereafter. Trespassing on airport grounds £710.
Sale of aviation fuel												Based on variable monthly rate advised by supplier TOTAL

In relation to the foregoing charges, the relevant Executive Director, where they consider it to be in the commercial interests of the Council and after consultation with the relevant Policy Lead and the Head of Financial Services, is authorised to negotiate and agree variations of the foregoing charges for individual users or classes of users of the facilities in respect of their respective use of the facilities and the charges as varied shall be applied to such use as the Executive Director shall deem appropriate. In addition, the Executive Director is authorised, after consultation with the relevant Policy Lead and the Head of Financial Services, to put in place suitable booking procedures for harbour and airport facilities and to take into account, inter alia, the level of bookings made by individual users or classes of users when agreeing variations of the foregoing charges with individual users or classes of users.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
NETWORK MANAGEMENT												
Temporary Traffic Regulation Orders - Provision of Temporary TRO		1,050.00	Outwith the Scope	0.00	1,050.00	1,113.00	Outwith the Scope	0.00	1,113.00	63.00	6%	Plus cost of advert plus cost of traffic management 1 - Temporary Traffic Regulation Orders (TTRO) costs should be met in full by the organiser promoting the event. Event organisers have the option to make a grant application to the local committee for their costs to cover the TTRO. Alternatively event organisers shall recover the costs of the TTRO from the event. Fees include minimal administration costs from the Council and advertising costs from local newspapers. Certain community events may be exempt from this charge - please consult with a local roads officer to confirm. 2 - Cost of adverts will vary depending on the publication in which they are placed.
Temporary Traffic Regulation Orders - Provision of Temporary TRO for Annual Events (2nd year and thereafter)		526.00	Outwith the Scope	0.00	526.00	558.00	Outwith the Scope	0.00	558.00	32.00	6%	
Temporary Traffic Regulation Orders - Provision of Extension of Temporary TRO		526.00	Outwith the Scope	0.00	526.00	558.00	Outwith the Scope	0.00	558.00	32.00	6%	
Temporary Traffic Regulation Orders - Provision of Emergency Notice TRO		526.00	Outwith the Scope	0.00	526.00	558.00	Outwith the Scope	0.00	558.00	32.00	6%	
Controlled Signing- Removal of Illegal Signs	AT-COST		Outwith the Scope	0.00	0.00		Outwith the Scope	0.00	0.00	0.00	0%	
Controlled Signing - Release of impounded signs		21.00	Outwith the Scope	0.00	21.00	22.00	Outwith the Scope	0.00	22.00	1.00	5%	
Scaffoldings & Hoardings - Fees for Licence		107.00	Outwith the Scope	0.00	107.00	113.00	Outwith the Scope	0.00	113.00	6.00	6%	Per 4 weeks
Scaffoldings & Hoardings - Extension of the licence		45.00	Outwith the Scope	0.00	45.00	48.00	Outwith the Scope	0.00	48.00	3.00	7%	One off charge for extension + £23.00 per week or part thereof.
Builders skips placed on the Road - consideration of Licence		33.00	Outwith the Scope	0.00	33.00	35.00	Outwith the Scope	0.00	35.00	2.00	6%	
Provision of signing and guarding	AT-COST + 12.5%		Outwith the Scope	0.00	0.00		Outwith the Scope	0.00	0.00	0.00	0%	
Permission to open up the Road by non Statutory Organisations - Commercial		316.00	Outwith the Scope	0.00	316.00	335.00	Outwith the Scope	0.00	335.00	19.00	6%	For each and every opening. To be charged at commercial rate unless advised differently by Roads Network and Standards Manager
Permission to open up the Road by non Statutory Organisations - Residential		160.00	Outwith the Scope	0.00	160.00	170.00	Outwith the Scope	0.00	170.00	10.00	6%	
Permission to erect Traffic Signals on Roads (1 Month)		111.00	Outwith the Scope	0.00	111.00	118.00	Outwith the Scope	0.00	118.00	7.00	6%	
Permission to erect Traffic Signals on Roads (Up to 3 Months)		222.00	Outwith the Scope	0.00	222.00	235.00	Outwith the Scope	0.00	235.00	13.00	6%	
Permission to erect Temporary Signs for Events (Up to 3 Months)		111.00	Outwith the Scope	0.00	111.00	118.00	Outwith the Scope	0.00	118.00	7.00	6%	This is for assessment and Permission.
Permission to erect Sign for New Development (Up to 12 Months)		554.00	Outwith the Scope	0.00	554.00	587.00	Outwith the Scope	0.00	587.00	33.00	6%	Not supply and erection.

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
RCC Inspections (per RCC)		60.00	Standard	12.00	72.00	63.33	Standard	12.67	76.00	4.00	6%	£62.00 per £1,000 of Road Bond Value. Option of Time in Line to be available.
RCC Processing (Initial Application + 1 Review)	NIL		Standard	0.00	0.00		Standard	0.00	0.00	0.00	0%	
RCC Processing (Further Reviews)	STAFF COSTS + ON-COSTS		Standard	0.00	0.00		Standard	0.00	0.00	0.00	0%	Staff Costs + On costs for Sub Standard Application
Street Works Register Fines - Fines are levied at a cost of £120 per breach	STATUTORY CHARGE	120.00	Outwith the Scope	0.00	120.00	120.00	Outwith the Scope	0.00	120.00	0.00	0%	Street Works Register - Fines - Fines are only levied against Utility Companies if they breach the recording of road openings on the Street Works Register, As determined by the Roads Network and Standards Manager.
This fine can be reduced to £80 if paid within 30 days	STATUTORY CHARGE	80.00	Outwith the Scope	0.00	80.00	80.00	Outwith the Scope	0.00	80.00	0.00	0%	
Road Inspections as a result of Road Openings - 1st Inspection	STATUTORY CHARGE	36.00	Outwith the Scope	0.00	36.00	36.00	Outwith the Scope	0.00	36.00	0.00	0%	These charges are set by Roads Authority and Utility Committee (Scotland) under NRSWA.
Road Inspections as a result of Road Openings - Further Inspections (each inspection)	STATUTORY CHARGE	36.00	Outwith the Scope	0.00	36.00	36.00	Outwith the Scope	0.00	36.00	0.00	0%	
Removal of materials from Road	AT COST + 12.5%		Outwith the Scope	0.00	0.00		Outwith the Scope	0.00	0.00	0.00	0%	
Re-locating Street Lights or Other Street Furniture	AT COST + 12.5%		Standard	0.00	0.00		Standard	0.00	0.00	0.00	0%	
Site Clearance after Accidents	AT COST + 12.5%		Outwith the Scope	0.00	0.00		Outwith the Scope	0.00	0.00	0.00	0%	
Salt Bins	AT COST + REFILL		Standard	0.00	0.00		Standard	0.00	0.00	0.00	0%	
Traffic Regulation Order to Extend a Speed Limit or Similar		1,202.00	Outwith the Scope	0.00	1,202.00	1,274.00	Outwith the Scope	0.00	1,274.00	72.00	6%	Plus Cost of Advert
Stopping up or re-determining access up to 200m long		1,503.00	Outwith the Scope	0.00	1,503.00	1,593.00	Outwith the Scope	0.00	1,593.00	90.00	6%	Plus Cost of Advert
Stopping up or re-determining access over 200m long		1,880.00	Outwith the Scope	0.00	1,880.00	1,993.00	Outwith the Scope	0.00	1,993.00	113.00	6%	Plus Cost of Advert

School & Public Transport

Mini Bus Hire - up to 4 hours		41.67	Standard	8.33	50.00	44.17	Standard	8.83	53.00	3.00	6%	
Mini Bus Hire - per Day		83.33	Standard	16.67	100.00	88.33	Standard	17.67	106.00	6.00	6%	
Privilege rides within school transport (cost per child per term)		95.00	Zero Rated	0.00	95.00	100.00	Zero Rated	0.00	100.00	5.00	5%	
Privilege rides within school transport (where there are 2 or more children, cost per child)		80.00	Zero Rated	0.00	80.00	84.00	Zero Rated	0.00	84.00	4.00	5%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
PARKING												
Oban Car Parks (Except Corran No.1, Longsdale Road Car Park and Lochavullin Car Park) Ganavan Car Park Helensburgh Including Pier Area A, Dunoon Rothesay Luss	Per 15 mins up to 4 hrs	0.25	Standard	0.05	0.30	0.25	Standard	0.05	0.30	0.00	0%	
	Per 30 mins up to 4 hrs	0.42	Standard	0.08	0.50	0.42	Standard	0.08	0.50	0.00	0%	
	Per 45 mins up to 4 hrs	0.67	Standard	0.13	0.80	0.67	Standard	0.13	0.80	0.00	0%	
	Per 60 mins up to 4 hrs	0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	
	Per hour thereafter -4 to 10hrs	0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	
	Quarterly Season	115.83	Standard	23.17	139.00	115.83	Standard	23.17	139.00	0.00	0%	
	6 Monthly Season	215.00	Standard	43.00	258.00	215.00	Standard	43.00	258.00	0.00	0%	
	9 Monthly Season	309.17	Standard	61.83	371.00	309.17	Standard	61.83	371.00	0.00	0%	
	Annual Season	407.50	Standard	81.50	489.00	407.50	Standard	81.50	489.00	0.00	0%	
All Oban, Lorn & Isle Car Parks - Oban Car Parks (Except Corran No.1, Longsdale Road Car Park and Lochavullin Car Park) Ganavan Car Park	Monthly Permit	50.00	Standard	10.00	60.00	50.00	Standard	10.00	60.00	0.00	0%	Two weeks suspension of charges prior to Christmas
All Oban, Lorn & Isle Car Parks - Oban Car Parks (Except Corran No.1, Longsdale Road Car Park and Lochavullin Car Park) Ganavan Car Park	Weekly Permit	25.00	Standard	5.00	30.00	25.00	Standard	5.00	30.00	0.00	0%	
Arrochar Glenloin No.1 and No.2	Per hour	0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	
	Per day	7.50	Standard	1.50	9.00	7.50	Standard	1.50	9.00	0.00	0%	
Helensburgh - Sinclair Street First 2 hours free, 2 hours thereafter can be paid for up to a maximum of 4 hours total. No return within 24 hours.	Per 15 mins - Maximum 4 hrs	0.25	Standard	0.05	0.30	0.25	Standard	0.05	0.30	0.00	0%	
	Per 30 mins - Maximum 4 hours	0.42	Standard	0.08	0.50	0.42	Standard	0.08	0.50	0.00	0%	
	Per 45 mins - Maximum 4 hours	0.67	Standard	0.13	0.80	0.67	Standard	0.13	0.80	0.00	0%	
	Per 60 mins - Maximum 4 hours	0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	
Oban – Longsdale Road Car Park and Lochavullin Car Park First 2 hours free	Per 15 mins	0.25	Standard	0.05	0.30	0.25	Standard	0.05	0.30	0.00	0%	
	Per 30 mins	0.42	Standard	0.08	0.50	0.42	Standard	0.08	0.50	0.00	0%	
	Per 45 mins	0.67	Standard	0.13	0.80	0.67	Standard	0.13	0.80	0.00	0%	
	Per 60 mins	0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	
Commercial Parking Helensburgh Pier Area B Car Park Lochavullin and Longsdale Coach and Lorry Parks - Oban Lochgilphead Lorne Street Coach and Lorry Park	0 to 8 hours	0.92	Standard	0.18	1.10	0.92	Standard	0.18	1.10	0.00	0%	
	8 to 24 hours	8.33	Standard	1.67	10.00	8.33	Standard	1.67	10.00	0.00	0%	

Description	Other	2023-24				2024-25				Increase		Notes/Comments
		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Seasonal Car Parks Corran No.1 Inveraray	Per 15 mins - up to 4 hrs	0.25	Standard	0.05	0.30	0.25	Standard	0.05	0.30	0.00	0%	
	Per 30 mins - up to 4 hours	0.42	Standard	0.08	0.50	0.42	Standard	0.08	0.50	0.00	0%	
	Per 45 mins - up to 4 hours	0.67	Standard	0.13	0.80	0.67	Standard	0.13	0.80	0.00	0%	
	Per 60 mins - up to 4 hours	0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	
	Per hour thereafter -4 to 10hrs	0.83	Standard	0.17	1.00	0.83	Standard	0.17	1.00	0.00	0%	
Seasonal Car Parks - Permits	Seasonal Period	90.00	Standard	18.00	108.00	90.00	Standard	18.00	108.00	0.00	0%	
Penalty Charge Notices	Statutory Charge Paid within 14 days	50.00	Zero Rated	0.00	50.00	50.00	Zero Rated	0.00	50.00	0.00	0%	PCNs are statutory charges and the level is set by the Scottish Government
	Statutory Charge Paid after 14 days	100.00	Zero Rated	0.00	100.00	100.00	Zero Rated	0.00	100.00	0.00	0%	
On Street Parking - Inner Zone Oban	Per 40 mins - Limited to 2 hours maximum											
First 30 minutes free at the following: Argyll Square, Queens Park Place, William Street, Corran Esplanade, George Street. Maximum stay of 2 hours total.		0.80	Outwith the Scope	0.00	0.80	0.80	Outwith the Scope	0.00	0.80	0.00	0%	
On Street Parking - Outer Zone Oban	Per 40 mins - Limited to 4 hours maximum											
Maximum stay 4 hours expect Gallanach Road and Ganavan Road which are all day parking.		0.80	Outwith the Scope	0.00	0.80	0.80	Outwith the Scope	0.00	0.80	0.00	0%	
Residents Permit	Annual Charge	98.00	Outwith the Scope	0.00	98.00	98.00	Outwith the Scope	0.00	98.00	0.00	0%	
Staff Permits - Municipal Buildings - Oban	Quarterly Charge	36.00	Outwith the Scope	0.00	36.00	36.00	Outwith the Scope	0.00	36.00	0.00	0%	
	Annual	81.67	Standard	16.33	98.00	81.67	Standard	16.33	98.00	0.00	0%	
ELECTRIC VEHICLES CHARGING												
Connection fee		1.58	Standard	0.32	1.90	1.67	Standard	0.33	2.00	0.10	5%	Connection fee covers management costs e.g. admin, banking fees, merchant fees etc.
Charge Per Kwh		0.23	Standard	0.05	0.27	0.38	Standard	0.08	0.45	0.18	67%	
Overstay Penalty Charges	1st Hour	30.00	Outwith the Scope	0.00	30.00	30.00	Outwith the Scope	0.00	30.00	0.00	0%	10 min grace period then £30 charge up to one hour overstay
	2nd Hour	30.00	Outwith the Scope	0.00	30.00	30.00	Outwith the Scope	0.00	30.00	0.00	0%	Additional £30 for overstaying a second hour. Penalty capped at 2 hours [£60]

COUNCIL WIDE CHARGES		2023-24				2024-25				Increase		Notes/Comments
Description	Other	Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
Photocopying/Printing A4 (black & white) per side		0.23	Exempt	0.00	0.23	0.24	Exempt	0.00	0.24	0.01	4%	Standard Rate across Council
Photocopying/Printing A4 (coloured) per side		0.39	Exempt	0.00	0.39	0.41	Exempt	0.00	0.41	0.02	5%	Standard Rate across Council
Photocopying/Printing - Colour - per side (A3)		0.78	Exempt	0.00	0.78	0.83	Exempt	0.00	0.83	0.05	6%	Standard Rate across Council
Photocopying/Printing - Black and White - per side (A3)		0.39	Exempt	0.00	0.39	0.41	Exempt	0.00	0.41	0.02	5%	Standard Rate across Council
Fax - minimum charge (less than 10 seconds)		0.34	Exempt	0.00	0.34							Charge removed
Fax - rate per 10seconds thereafter		0.11	Exempt	0.00	0.11							Charge removed as no longer applicable.
Fax - receiving per sheet (libraries)		0.78	Exempt	0.00	0.78							Charge removed as no longer applicable.

FILMING

PRODUCTION GENRE		2023-24				2024-25				Increase		Notes/Comments
Classification (Budget)		Net £	VAT Rate	VAT £	Gross £	Net £	VAT Rate	VAT £	Gross £	£	%	
FEATURE FILM												
Major US: eg <i>Bond, Jurassic World</i>	High End (£100m+)	1,503.33	Standard	300.67	1,804.00	1,593.33	Standard	318.67	1,912.00	108.00	6%	Daily charge
Large US: eg <i>Les Miserable</i>	Medium High (£60m+)	1,146.67	Standard	229.33	1,376.00	1,215.83	Standard	243.17	1,459.00	83.00	6%	Daily charge
Major UK/US Indie: eg <i>Rush, Theory of Everything</i>	Medium (£20m+)	786.67	Standard	157.33	944.00	834.17	Standard	166.83	1,001.00	57.00	6%	Daily charge
Medium: eg <i>The Worlds End</i>	Medium/Low (£10m+)	572.50	Standard	114.50	687.00	606.67	Standard	121.33	728.00	41.00	6%	Daily charge
Low: eg <i>71, Alan Partridge, Alpha Papa</i>	Low (£1.5m+)	285.83	Standard	57.17	343.00	303.33	Standard	60.67	364.00	21.00	6%	Daily charge
Micro: eg <i>iFeatures</i>	Micro (<1.5M)	60.00	Standard	12.00	72.00	63.33	Standard	12.67	76.00	4.00	6%	Daily charge
TELEVISION												
Domestic/International receiving Tax Relief: eg <i>Penny Dreadful, The Game</i>	High End Tax Relief	786.67	Standard	157.33	944.00	834.17	Standard	166.83	1,001.00	57.00	6%	Daily charge
Period Drama: eg <i>Call the Midwife, The Village</i>	High End Domestic	644.17	Standard	128.83	773.00	682.50	Standard	136.50	819.00	46.00	6%	Daily charge
Soap/Drama Series: eg <i>Sherlock, Corrie, EastEnders</i>	Medium	572.50	Standard	114.50	687.00	606.67	Standard	121.33	728.00	41.00	6%	Daily charge
Sitcom/Comedy/Drama: eg <i>Family Tree, My Mad Fat Diary</i>	Medium	357.50	Standard	71.50	429.00	379.17	Standard	75.83	455.00	26.00	6%	Daily charge
Pilot/Light Entertainment/High End Documentaries/Factual: eg <i>Springwatch, Great British Bake Off</i>	Low	125.83	Standard	25.17	151.00	133.33	Standard	26.67	160.00	9.00	6%	Daily charge
Low-end Doc/Factual: eg <i>Great Railway Journeys</i>	Low	60.00	Standard	12.00	72.00	63.33	Standard	12.67	76.00	4.00	6%	Daily charge
COMMERCIALS												
High Profile: eg <i>McDonalds, Lagavulin Whisky (International)</i>	High (> £1M)	716.67	Standard	143.33	860.00	760.00	Standard	152.00	912.00	52.00	6%	Daily charge
Medium Profile: eg <i>Ford, Skoda, Peugeot (National)</i>	Medium (< £1M)	429.17	Standard	85.83	515.00	455.00	Standard	91.00	546.00	31.00	6%	Daily charge
Low Profile: eg <i>Short promos (Regional)</i>	Low (< £250k)	125.83	Standard	25.17	151.00	133.33	Standard	26.67	160.00	9.00	6%	Daily charge
MUSIC VIDEOS												
High Profile: eg <i>Florence and the Machine</i>	High	106.67	Standard	21.33	128.00	113.33	Standard	22.67	136.00	8.00	6%	Daily charge
Low Profile: eg <i>Corporate etc.</i>	Low	60.00	Standard	12.00	72.00	63.33	Standard	12.67	76.00	4.00	6%	Daily charge

ARGYLL & BUTE COUNCIL**COUNCIL****LEGAL AND REGULATORY SUPPORT****22 FEBRUARY 2024**

**EXTRACT OF MINUTE OF PLANNING, PROTECTIVE SERVICES AND LICENSING
COMMITTEE HELD ON 24 JANUARY 2024**

***5. CIVIC GOVERNMENT (SCOTLAND) ACT 1982 – LICENSING FEES IN
PREPARATION OF LICENCE RENEWALS**

A report updating Members on preparations for the renewal of licences granted under the Civic Government (Scotland) Act 1982, as well as inviting Members to approve the revision of the respective fees and conditions which apply to these licences, was considered.

Decision

The Committee agreed to:

1. note and approve the contents of the report; and
2. recommend to Council –
 - a) that fees for all Civic Government licences be increased as detailed in Appendix 1; and
 - b) that licences currently subject to a fixed three year period and due for renewal in June 2024 continue to be granted on that basis.

(Reference: Report by Executive Director with responsibility for Legal and Regulatory Support dated 6 December 2023, submitted)

ARGYLL AND BUTE COUNCIL

PLANNING, PROTECTIVE
SERVICES AND LICENSING
COMMITTEE

LEGAL AND REGULATORY
SUPPORT

24 JANUARY 2024

**CIVIC GOVERNMENT (SCOTLAND) ACT 1982 - LICENSING FEES IN
PREPARATION FOR LICENCE RENEWALS**

1. EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update members on preparations for the renewal of licences granted under the *Civic Government (Scotland) Act 1982*, as well as inviting members to approve the revision of the respective fees and conditions which apply to these licences.

2. RECOMMENDATIONS

- 2.1 PPSL Members are asked to note and approve the contents of this report.
- 2.2 PPSL Members are asked to recommend to Council that fees for all Civic Government licences be increased as detailed in **Appendix 1**.
- 2.3 PPSL Members are asked to recommend to Council that licences currently subject to a fixed three year period and due for renewal in June 2024 continue to be granted on that basis.

ARGYLL AND BUTE COUNCIL

PLANNING, PROTECTIVE
SERVICES AND LICENSING
COMMITTEE

LEGAL AND REGULATORY
SUPPORT

24 JANUARY 2024

**CIVIC GOVERNMENT (SCOTLAND) ACT 1982 - LICENSING FEES IN
PREPARATION FOR LICENCE RENEWALS**

1. SUMMARY

- 1.1 The purpose of this report is to advise members on various issues in relation to Civic Government Licensing.
- 1.2 Section 12 of the *Civic Government (Scotland) Act 1982* provides that the Council must seek to ensure that fees it charges in respect of taxi and private hire car licences and applications are sufficient to meet the expenses it incurs in carrying out its functions in relation to those licences. Paragraph 15 of Schedule 1 to the 1982 Act also seeks to ensure that all fees received are sufficient to meet the Council's expenses incurred in exercising their business under Part 1, Part 2 and Schedule 1 of the 1982 Act. Members are now invited to consider the issue of licence fees in anticipation of the new three year renewal period beginning in June 2024.
- 1.3 The majority of licences (approximately 500) fall due for renewal at the end of June 2024. This report details the position in relation to the renewals of those licences.

2. RECOMMENDATIONS

- 2.1 PPSL Members are asked to note and approve to note the contents of this report.
- 2.2 PPSL Members are asked to recommend to Council that fees for all Civic Government licences be increased as detailed in **Appendix 1**.
- 2.3 PPSL Members are asked to recommend to Council that licences currently subject to a fixed three year period and due for renewal in June 2024 continue to be granted on that basis.

3. LICENSING FEES

- 3.1 At the meeting of the PPSL Committee on 21st March 2018, it was agreed that licences continue to be granted for a three year period for the licences due for renewal in June 2018. It is proposed that this continues in line with ongoing three yearly renewals.

- 3.2 As the June 2024 renewal period is approaching, a proposed list of fees are contained in **Appendix 1**. These proposed new fees represent a 5 to 6.91% year on year increase in line with salary increases from 2021 on all of the fees currently charged. This increase is proposed as Civic Government Licensing Fees have not risen since June 2021, and any new fees will be set until June 2027. A review of the net cost of the licensing function has also confirmed that the increase is required to ensure this element is cost neutral. Members are invited to approve the proposed list of new fees.
- 3.3 It should be noted that taxi driver licences, private hire car driver licenses, booking office licenses and skin piercing and tattoo operator licenses do not fall within the fixed three year renewal period but are granted for a period of three years from the date of grant of the licence.

4. PREPARATION FOR LICENCE RENEWALS

- 4.1 It is proposed that reminder letters will be issued to all licence holders once the application fees have been confirmed. Licence holders will be asked to lodge their applications for renewal as soon as possible. A copy of the reminder letter is attached as **Appendix 2**. Applications will be dealt with in the order that they are received.
- 4.2 Applicants will be advised of the provisions of Paragraph 8 of Schedule 1 to the 1982 Act which provides that if an application is made for the renewal of a licence before its expiry, the existing licence shall continue to have effect until the application for renewal has been determined.
- 4.3 Consultation will take place with Police Scotland and Environmental Services in relation to the renewal process.
- 4.4 Members should note that it is intended to utilise staff who have had previous experience of Civic Government Licensing to assist in the renewal process.
- 4.5 Applications for renewal of licences are not advertised at the Area Offices. There is still however the 28 day period where objections/representations can be lodged and no application for renewal can be granted prior to the expiry of that period. Therefore, if an application for renewal is received on the 30th June 2024, the earliest possible date that it can be dealt with is 29th July 2024 if all the paperwork has been provided by the applicant, no objections/representations have been made and all relevant responses have been received.
- 4.6 All applications are inserted in a register which is available online for public inspection. By virtue of Paragraph 14 of Schedule 1 to the 1982 Act, the Licensing Authority requires to keep a register of

all applicants for licences under the Act. It also requires that as soon as reasonably practicable after the receipt of each application, details of such receipt and details of the final decision of each application may be entered into the register.

- 4.7 The register must include a note of the type and terms of each licence granted by the Licensing Authority; and a note of any suspension, variation of terms or surrender of a licence.
- 4.8 The register requires to be open for public inspection at such reasonable times and places as may be determined by the Licensing Authority. The register for Argyll and Bute has been maintained online since 1st April 2015.
- 4.9 The application forms for all Civic Government licences will also be amended to include a statement which advises the applicant of the Council's participation in the National Fraud Initiative and that information about licences granted will be shared with other agencies for the purpose of preventing fraud.
- 4.10 Furthermore, the privacy statement on all application forms has been reviewed and revised by Council officers in light of the new General Data Protection Regulation (GDPR) regulations.

5. CONCLUSIONS

- 5.1 Once the new licensing fees have been approved the renewal notices will be issued.
- 5.2 Continuing with the three year renewal period is fair to all licence holders. Issuing reminder letters to current licence holders advising of the status of their existing licence during the period their application is being dealt with will clarify the position.

6. IMPLICATIONS

- 6.1 Policy: No changes are proposed at this time.
- 6.2 Financial: Financial implication are set out in the report.
- 6.3 Legal: The Council will require to implement any legislative changes set out in the report as and when they come into force.
- 6.4 HR: None.
- 6.5 Fairer Scotland Duty:
 - 6.5.1 Equalities: None.
 - 6.5.2 Socio-economic duty: None.

6.5.3 Islands: None.

6.6 Risk: None

6.7 Climate
Change: None

6.8 Customer
Service: None.

APPENDICES

1. List of Proposed Changes to Licence Fees
2. Standard Letter to Licence Holders for Licence Renewals

Executive Director: Douglas Hendry, with responsibility for Legal & Regulatory Support

Policy Lead: Councillor Kieron Green

David Logan
Head of Legal & Regulatory Support
6th December 2023

For further information contact: Margaret Moncur

Appendix 1 – List of Proposed Fees from 1 April 2024

Appendix 2 - Reminder Letter

APPENDIX 1 – from 1st April 2024**LIST OF PROPOSED FEES**

TYPE OF LICENCE		EXISTING	PROPOSED
1	Second Hand Dealer (3 Years)	£452	£533
2	Second Hand Motor Dealer (3 Years)	£524	£617
3	Metal Dealer/Itinerant Metal Dealer		
	Permanent (3 Years)	£524	£617
	Temporary exemption warrant	£149	£176
4	Street Trader		
	Commercial (3 Years)	£275	£324
	Volunteer/Charity (1 year licence)	£90	£107
5	Market Operator		
	Commercial (3 Years)	£524	£617
	Temporary (voluntary/charitable organisation holding one event per year)	£173	£205
6	Public Entertainment		
	Permanent (3 Years)	£524	£617
	Temporary (1 year licence)	£149	£176
7	Late Hours Catering (3 Years)	£524	£617
8	Window Cleaner (3 Years)	£275	£324
9	Boat Hirer (3 Years)	£275	£324
10	Taxi Operator (3 Years)	£452	£533
11	Private Hire Car Operator (3 Years)	£452	£533
12	Taxi Driver (3 years from date issued)	£113	£133
13	Private Hire Car Driver (3 years from date issued)	£113	£133
14	Booking Office (3 years from date issued)	£125	£147
15	Knife Dealer (3 Years)	£524	£617
16	Skin Piercing & Tattoo Operator (3 years from date issued)		
	(Premises occupied by Licensee)	£311	£368
	(Premises under control of others)	£250	£295
17	Temporary Exemption Warrant (Metal Dealer)	£149	£175
18	Amendment to Licence	£77	£91
19	Substitution of Taxi/Private Hire Licence		
	(Processed within 5 working days)	£66	£78
	(Processed same day)	£90	£107
20	Certified Copy Licence	£41	£48
21	Re-Issue of a Plate	£41	£48
22	Re-Issue of a Badge	£41	£48
23	Extract of Civic Government Register	£36	£43
24	Copy of Civic Government Register (per licence type)	£90	£107
25	Vehicle inspection fee (per inspection note 50% surcharge will be applied for re-inspection/appointment no show)	£80	£95
26	Vehicle inspection surcharge (Covid 19 defog process) DELETED NO LONGER REQUIRED	£12.50	N/A

Argyll and Bute Council
Comhairle Earra Ghàidheal agus Bhòid



Executive Director: Douglas Hendry

Legal & Regulatory Support

Kilmory, Lochgilphead PA31 8RT
Tel: 01546 604128 Fax: 01546 604373
DX No: 599700 LOCHGILPHEAD
e-mail: licensing@argyll-bute.gov.uk
Website: www.argyll-bute.gov.uk

Our Ref: [XXXX]
Date: [as postmark]

Dear Sir/Madam,

CIVIC GOVERNMENT (SCOTLAND) ACT 1982 – RENEWAL OF A LICENCE

I note from my records that your licence is due for renewal on 30 June 2024. I therefore enclose the appropriate application form. Please arrange for the completed form, with the necessary supporting documents and the application fee to be returned prior to 30 June 2024. This can be done in the following ways:

1. By post to the Licensing Section, Legal & Regulatory Support, Argyll & Bute Council, Kilmory, Lochgilphead, PA31 8RT.
2. In person at any one of the following offices (opening hours Monday to Friday 9am to 12pm):

Burnet Building, St John Street, Campbeltown
Ellis Lodge, 5 Argyll Road, Dunoon
Helensburgh & Lomond Civic Centre, 38 East Clyde Street, Helensburgh
Kilmory, Lochgilphead
Municipal Buildings, Albany Street, Oban
37 Victoria Street, Rothesay
Breadalbane Street, Tobermory, Isle of Mull
Tiree Business Centre, Crossapol, Isle of Tiree
Islay Servicepoint, Jamieson Street, Bowmore, Islay

3. By submitting your application online. This can be done by visiting the Council's website at www.argyll-bute.gov.uk and going to the 'Law and Licensing' section. Please note, that in the case of online submissions, some supporting documentation can be uploaded.

Licensees are asked to lodge applications as soon as possible to assist with the efficient processing of applications.

I would advise that in terms of the Civic Government (Scotland) Act 1982, provided an application for renewal of a licence is made before it expires, the existing licence continues to have effect until the



licence is renewed or granted or an appeal against the refusal of the application has been either abandoned or determined.

I would also advise that all competent applications will take a minimum of 35 days to process from submission as there is a 28 day period in terms of the 1982 Act during which objections or representations may be made, and during which no application can therefore be granted.

Any application received after 30 June 2023 cannot be dealt with by way of renewal unless good cause is shown in which case a licensing authority may deem an application made up to 28 days after the expiry date of the licence to be an application made before the expiry of said licence. It is likely that good cause could only arise in circumstances which were beyond the control of the applicant.

I would advise that you require to display the enclosed notice duly completed for a period of 21 days from the date that you submit your application to the Council at or near the premises/site so that it can be conveniently read by the public. Once the notice has been displayed for the 21 days you must complete the enclosed Certificate of Compliance and return it to the Licensing Section. Please note that your application cannot be finally dealt with until this certificate has been received.

If you have any queries in relation to the renewal process please email licensing@argyll-bute.gov.uk or phone 01546 604128.

I look forward to receiving your application and would thank you in advance for your assistance in lodging your application as early as possible.

Yours faithfully,

DAVID LOGAN
Head of Legal & Regulatory Support



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**ARGYLL AND BUTE COUNCIL
FINANCIAL SERVICES**

**COUNCIL
22 FEBRUARY 2024**

FINANCIAL RISKS ANALYSIS 2024-25

1 EXECUTIVE SUMMARY

- 1.1 The main purpose of this report is to provide a summary of the key financial risks facing the Council.
- 1.2 A number of Council wide risks, both revenue and capital have been identified along with risks for each department and service of the Council. For each departmental risk the financial impact has been quantified and the likelihood assessed based on the standard risk matrix.
- 1.3 There are 6 Council wide revenue risks identified for 2024-25 currently amounting to £6.833m.
- 1.4 There are currently 38 departmental risks totalling £5.080m. Five of the 38 departmental risks are categorised as likely.
- 1.5 The financial risks are monitored routinely and actions put in place to continue to mitigate the risks.

FINANCIAL RISKS ANALYSIS 2024-25

2. INTRODUCTION

2.1 This report outlines the process and approach developed in carrying out a financial risks analysis and provides a note of the current assessment of financial risks for 2024-25.

3 DETAIL**3.1 Introduction**

3.1.1 The Council continues to be in a period of significant financial challenge. In developing its budget to address both restricted resources and cost and demand pressures there are a number of financial risks the Council needs to consider and manage.

3.1.2 There are a number of risks that affect the income or expenditure across the whole council and these have been identified. Financial risks have been considered by each department and service of the Council.

3.1.3 For each risk, the financial impact has been quantified and the likelihood assessed based on the standard risk matrix as follows:

- 1 – Remote
- 2 – Unlikely
- 3 – Possible
- 4 – Likely
- 5 – Almost Certain

3.2 Council Wide Risks**Revenue**

3.2.1 The 2024-25 budget has a 3% pay award assumption included across all categories of worker and all grades. Negotiations on the 2024-25 pay awards have still to commence and the affordability for Local Government will have to be a key consideration in the negotiation of the final settlements. Any settlement of more than a 3% pay award is deemed to be unaffordable hence why the budget outlook has been based on 3%. This is a situation that will be kept under close review as the pay negotiations advance during the year and the assumption will be adjusted if required. A 2% increase, resulting in a 5% pay award, would cost £3.233m and the financial risk has been based on this. Although the risk has been classified as likely, the expectation is that additional funding would be forthcoming from Scottish Government for an enhanced pay award, which has been the case for the last 2 years.

- 3.2.2 Utility costs remain a volatile area and it is difficult to accurately predict how the prices for utilities could vary. Due to the volatility of utilities pricing it is very difficult to predict any impact with a degree of accuracy. The financial risk is based on a 20% variation in utility costs and amounts to £1.197m.
- 3.2.3 In respect of the Health and Social Care Partnership, it is the responsibility of the Chief Officer and Chief Financial Officer to manage the HSCP financial position. If an overspend is forecast, a budget recovery plan will be prepared and submitted to the IJB, the Council and NHS Highland. Where recovery plans are unsuccessful and an overspend occurs at the financial year end, and there are insufficient reserves to meet the overspend, then the partners will be required to make additional payments to the HSCP. Whilst any additional payments by the Council and NHS Highland will be deducted from future years funding, there is still a financial risk that the Council may have to pay out additional monies in year. A possible risk of £1.000m is recognised as a fair reflection of the situation and has been agreed with the Chief Financial Officer of the HSCP.
- 3.2.4 The estimated level of Council Tax income is based on current and forecast Band D equivalents and non-payment rates. This year, the number of Band D equivalent domestic dwellings on the Council Tax register has reduced with a negative growth rate of -0.18% which is 1.45% lower than the previous year. Despite this, the net Council Tax billed has increased as the Council increased the tax by 5% in 2023-2024 from the previous year's level of charge. The Council should still see an increase in the projected level of income recovered at the end of the financial year 2023-2024. It should be noted that Council Tax collection remains challenging due to the cost of living crisis and there was no government support issued this year in Scotland. In 2022-2023 £4.3 million was given to households to help with their Council Tax through the Cost Of Living Award Scheme. Future Council Tax income levels remain very challenging to predict but we do expect there to be positive growth in Band D equivalents in the coming year as the Council continues to deal with the challenges of the Housing Emergency and more affordable housing units are completed and added to the Valuation List. The anticipated growth in the Council tax base in 2024-25 will be built into the budget. A 1% variation in council tax income amounts to approximately £0.594m.
- 3.2.5 At the budget meetings in February 2022 and February 2023, the Council agreed policy savings options that would deliver savings over the period 2022-23 to 2025-26. The savings to be delivered in 2024-25 equate to £0.093m. Whilst the Council have a good track record in delivering savings, a 10% shortfall on these savings targets would amount to £0.009m.
- 3.2.6 The Council wide risks are noted within the table below

Description	Likelihood	Assessed Financial Impact £000
Pay Award exceeding 3%	4	3,233
Energy costs increase by 20% greater than anticipated	3	1,197
IJB refer to Council for additional funding to deliver social work services	3	1,000
1% variation in Council Tax Income	3	594
10% shortfall on Savings Options	2	9
1% variation of General Inflation Risk	3	800
Total		6,833

Capital

- 3.2.7 The finance circular received on 19 December 2023 provided details of the Local Government funding for 2024-25 and there is therefore certainty as to what our funding is in respect of the General Capital Grant and the specific capital grants already distributed.
- 3.2.8 The capital plan for 2024-25 includes an estimate of £0.750m in respect of capital receipts. This is based on an assessment provided by the Estates Team in January 2024. A 10% variation equates to £0.075m and this would require to be managed across the capital programme.
- 3.2.9 There continues to be a pressure on the Capital Programme as a result of an increase in costs due to rising inflation which sees tender prices coming in above budget. While an element of COVID funding has been allocated to the Programme relating to these pressures, these increases could continue for some time and result in further overspends across the life of the Programme.
- 3.2.10 The capital monitoring as at the end of December is reporting an anticipated overspend on the total capital plan of £0.820m. Members will be asked to give consideration to elements of this overspend as part of the budget process which will also extend the capital programme out to 2026-27.
- 3.2.11 Although the direct impact of COVID on most local services has reduced or even ceased altogether over the last 12 months, COVID in conjunction with the UK exit from the European Union and the Russian invasion of Ukraine, continues to affect worldwide supply chains. This has the impact of reducing the availability of supplies and materials resulting in cost increases through a combination of higher prices and longer materials delivery lead times. Additional funding was set aside for capital projects for this purpose at the budget meetings in February 2021, 2022 and 2023 which should mitigate the impact of this within 2024-25 however officers will continue to closely engage with project managers to monitor and

report on the impact on the Council's capital programme and services within the revenue budget.

- 3.2.12 A scheme of bridge capital works was developed and 80% funded through the Local Bridge Maintenance Fund with £5.450m of funding approved. Increased capital contract costs from when the scheme was developed to now, has the schemes costing approximately £12m. Discussions are in place to request the original funding be approved to cover a smaller scheme with less bridges.

3.3 Departmental/Service Risks

- 3.3.1 Financial risks have been identified for each department and service. It should be noted that the Council have a good track record of delivering services within budget, however, there still are risks and the detail is included within Appendix 1. The following table provides a summary of the number of risks within each department and likelihood category with the financial impact.

Department	1 - Remote		2 - Unlikely		3 - Possible		4 - Likely		5 - Almost Certain		Total	
	No	£000	No	£000	No	£000	No	£000	No	£000	No	£000
Chief Executive's Unit	0	0	0	0	0	0	0	0	0	0	0	0
Executive Director Douglas Hendry	2	20	6	560	8	630	4	535	0	0	20	1,745
Executive Director Kirsty Flanagan	4	285	2	140	11	2,760	1	150	0	0	18	3,335
Total	6	305	8	700	19	3,390	5	685	0	0	38	5,080

- 3.3.2 The current top three risks in terms of the financial impact are noted in the table below.

SERVICE	TITLE OF RISK	DESCRIPTION OF RISK	LIKELIHOOD	FINANCIAL IMPACT £000
Roads and Infrastructure Services	Roads Maintenance - Bridges, Culverts & Sea Defences	Extreme localised weather may result in loss of bridge, culvert, road or sea defence.	3	750
Roads and Infrastructure Services	Waste PPP - Indexation	Historical payments made towards Waste PPP based on indexation rates have been challenged by Renewi resulting in a potential cost to the council.	3	586
Financial Services	Council Tax Debt Collection Recovery	Recovery of debt becomes more difficult to pursue in the current economic climate. This is in relation to historical debt that has accumulated over many years therefore any adverse	3	345

		collection rates will impact on the year end debt provision as opposed to the in-year financial position, hence no forecast variance has been reported within the current year.		
--	--	---	--	--

3.4 Monitoring of Financial Risks

- 3.4.1 Financial risks will be reviewed and monitored on a two monthly basis and will be included in the pack of financial reports submitted to Policy and Resources Committee.

3.5 Potential Future Risks

- 3.5.1 Scottish Government are, over the next 2 years, proposing to extend funded childcare to all 1 and 2 year olds across Scotland. This brings significant financial and qualitative risks to the service. The needs and legislative requirements for this age range would mean significant capital work across our estate and in many settings there is not the space so extensions would be required. Having this age range in the same play space as 3/4 year olds seriously impacts on the ability of practitioners to effectively support age appropriate quality learning and play. It is uncertain when this risk will arise.
- 3.5.2 Scottish Government are over the next 2 years planning to introduce statutory school age childcare for families living in poverty. It is expected to take the form of breakfast clubs, after school care and care and food provision over the holidays. The Council does not currently offer such a service. It is unlikely to need much Capital spend. However revenue costs including staffing, transport, food, utilities and administration as yet can not be quantified. One model could be to commission partners in a similar manner as 1140 hours but costs can not be quantified at this time.
- 3.5.3 The Council's bid to the Scottish Governments Learning Estate Investment Programme (LEIP) for funding for a new school campus on Mull was successful. While this is good news and will provide welcome investment in the school estate it does come with a financial pressure that is required to be funded if the project is to proceed. The Scottish Government will fund up to 50% of eligible costs leaving the Council to fund circa £20m therefore Council need to consider full affordability options before agreeing to progress with this project. There are £9m in earmarked reserves set aside for this purpose with funding required for the remaining balance. A paper outlining possible funding options will be presented to Council in due course.
- 3.5.4 As a result of significant rainfall Argyll and Bute Council activated the Bellwin scheme in relation to the recovery of costs associated with the incident. The funding from this scheme is welcomed however eligibility criteria of costs are restrictive. Primarily the first £0.529m has to be covered by the Local Authority of which £0.398m has been identified from Crown Estates funding with the possibility this could be topped up further once the Crown Estate full year

allocation of funding is confirmed. Secondly, capital expenditure does not qualify therefore any long term replacements to infrastructure such as bridges cannot be claimed through the scheme therefore if not already part of the capital programme will require funding. Estimated costs were submitted to the Scottish Government on 5 December 2023 along with a request to extend the scheme by ten months to allow for all works to be completed. The Scottish Government have subsequently rejected this request and will only extend the claim by two months. The revenue costs are being finalised but there is a risk that costs of circa £0.900m in revenue could extend beyond the claim period and therefore may not be eligible for the scheme.

- 3.5.5 In its present configuration, Argyll and Bute Council's digital network does not have the capacity to accommodate the requirements of the Scottish Government's vision for digital access over the next four years, including a device for every learner, which would entail a large increase in the number of devices accessing the network. The network requires to be redesigned to allow digital access on the scale proposed by the Scottish Government. In addition to investment in bandwidth, device management and protection, there is a requirement to replace existing network hardware in all schools. Following an independent consultation on the network by Insight, IT and Education have co-authored a paper "Resourcing Educations Digital Aspirations" that identifies the work required to meet the Scottish Governments expectations. COSLA have raised this issue with the Scottish Government and there is an expectation that this will be fully funded as it is a Scottish Government commitment but there remains a risk associated with this. The IT team have advised that the Education requirements heighten the risk to the network.

4 CONCLUSION

- 4.1 This report summarises the key financial risks facing the Council. There are 6 Council wide risks and there are 38 departmental risks. Five of the 38 departmental risks are categorised as likely. The financial risks are monitored routinely and actions put in place to continue to mitigate the risks.

5 IMPLICATIONS

- | | | |
|-------|---------------------------------|---|
| 5.1 | Policy | Outlines the Financial Risks for 2024-25 |
| 5.2 | Financial | The financial value of each risk is included within the appendix. |
| 5.3 | Legal | None |
| 5.4 | HR | None |
| 5.5 | Fairer Scotland Duty | See Below |
| 5.5.1 | Equalities | None |
| 5.5.2 | Socio-Economic Duty | None |
| 5.5.3 | Islands Duty | None |
| 5.6 | Climate Change | None |
| 5.7 | Risk | Financial risks are detailed within the appendix. |
| 5.8 | Customer Service | None |
| 5.9 | The Rights of the Child (UNCRC) | None |

Kirsty Flanagan
Executive Director/Section 95 Officer
6 February 2024

Policy Lead for Finance and Commercial Services: Councillor Gary Mulvaney

APPENDICES

Appendix 1 – Detail of Department/Service financial risks.

For further information contact Anne Blue, Head of Financial Services
anne.blue@argyll-bute.gov.uk

APPENDIX 1

DEPARTMENT/SERVICE FINANCIAL RISKS 2024-25

DEPARTMENT	SERVICE	TITLE OF RISK	DESCRIPTION OF RISK	MITIGATING ACTIONS IN PLACE	2024-25	
					LIKELIHOOD	FINANCIAL IMPACT £000
Executive Director Douglas Hendry	Commercial Services	Catering Costs - Provision of Meals to Early Years Children	The Children and Young People (Scotland) Act placed duties on Councils to provide meals in an Early Years setting to entitled children where sessions span over lunch time. The total quantum of grant funding is reducing and may not be sufficient to fund the additional costs depending on uptake and the additional costs to support the meal provision in partner provider settings.	Joint strategy with procurement colleagues to reduce potential impact of supplier charges. Control food wastage/portion controls.	2	100
Executive Director Douglas Hendry	Commercial Services	Catering Purchases	Increased supplier charges and higher than average inflation on food costs. In addition to this the Scottish Government reviewed the regulations that govern the food and drinks provided in schools and implemented revised regulations. The revised standards focus on reducing sugar, reducing red processed meat and increasing fibre. Thus far, there has been an increase in costs in produce and a reduction in demand for school meals.	Joint strategy with procurement colleagues to reduce potential impact of supplier charges. Control food wastage/portion controls; introduction of online ordering to help manage food waste. Analysis and regular review of menu choices.	2	100
Executive Director Douglas Hendry	Commercial Services	Catering - Implementation of Universal Free School Meals in Primary Schools for P6 and P7 pupils	The Scottish Government may not give the local authority adequate funds to support the policy to expand free school meals in primary schools to include P6 and P7 pupils (the scheme has already been implemented for P1 to P5 pupils). Additionally, In 2023-24 Special Schools and Learning Centres received FSM to S6 Level. Although expansion paused for full implementation for P6&7, FSM will be expanded through entitlement to Scottish Child Payment and will be implemented in February 2025.	Senior Manager connected into the ASSIST FM Committee and will continue to ensure the Council's viewpoint will be considered.	2	100
Executive Director Douglas Hendry	Commercial Services	Rental Income from Properties	Due to current economic climate, there may be reduced ability to recover rental income from leased properties or place suitable tenants in properties as leases come to an end.	Management of leasehold properties by Estates team, any issues with debt recovery being dealt with in line with Council debt recovery policy.	2	60
Executive Director Douglas Hendry	Commercial Services	Surplus Properties	Ongoing market difficulties lead to increased numbers of surplus properties, in addition, as Our Modern Workspace Project gains traction more properties will become surplus to operational requirements. There are residual running costs associated with all surplus properties.	One Council property team in place who will monitor market conditions and work with prospective tenants/purchasers to let/sell surplus properties.	3	50
Executive Director Douglas Hendry	Commercial Services	Leisure Service Level Agreements	Increase in RPI and/or other running costs (eg utilities, payroll etc) resulting in requests for additional funding.	Monitoring annual alteration to contract RPI rate, communication with service providers and mitigation through financial forecasting and review of existing budget.	3	50

DEPARTMENT	SERVICE	TITLE OF RISK	DESCRIPTION OF RISK	MITIGATING ACTIONS IN PLACE	LIKELIHOOD	FINANCIAL IMPACT £000
Executive Director Douglas Hendry	Council Wide - Commercial Services	Council Wide Central Repairs	Increased demands on central repair budgets (CRA) due to a decrease in Capital funding, increase in statutory and emergency repairs and increases in supplier/contractor charges. This impacts on all departments of the Council with a Central Repairs Budget.	Joint strategy with procurement colleagues to reduce potential impact of supplier/contractor charges. Close monitoring of central repairs budgets and commitments and instructing only statutory tests/inspections and essential repairs.	4	300
Executive Director Douglas Hendry	Education	ASN Support	Demand for ASN support continues to increase. Scottish Government statistics suggest a 3% year on year increase, resulting in an additional resource requirement. Particularly where gaps in our enhanced provision exist. The medium-term detriments on the development of young children which occurred as a consequence of service closures during the COVID pandemic have increased demands on the service as children require additional support to catch up. The Additional Support for Learning National Implementation plan continues to inform our strategic direction in line with the Angela Morgan Review.	Service is currently looking at alternative options for service delivery to mitigate the inescapable pressures. Continuing to ensure robust assessment of needs, monthly monitoring of budget, any delays in recruitment factored into projections to enable informed decision making on allocation of funding for new/amended /additional support packages. Following a full ASN review, the service are currently investing in the development of four new learning centres in order to provide greater equity in meeting the more complex needs of some learners as well as considering plans to develop enhanced wellbeing resources across our learning estate in future. This aims to reduce the frequency of children having to be educated in high cost out of area placements.	3	200
Executive Director Douglas Hendry	Education	Pre-Five Units - retention of partner providers	Failure in the commissioning or retention of pre-five partner provider units to deliver 1140 hours would result in an increased pressure on the Council to deliver the service.	Annual financial appraisal; Support network; Short-term cash injections.	3	100
Executive Director Douglas Hendry	Education	Legislative Requirements - Children and Young People (Scotland) Act - ELC 1140 hours	The Council has been required to deliver 1140 hours of Early Learning and Childcare since August 2021. The Scottish Government has committed to funding this and the Council has revised its service model to align it to the Scottish Government's reduced funding profile. A risk remains that actual costs of delivery exceed the Government Grant in any given year. For example, if child numbers are higher than estimated, this may require additional staffing which has not been built included in the staffing model funded by Scottish Government. Scottish Government has included within scope for this parliamentary session plans to further expand on eligibility for 1140 hours to all 2 year olds and some one year olds. As yet there has been no funding commitment. However this will place unknown cost pressures on both our capital and revenue budgets	Continuous monitoring and review of the service model, usage and resources.	3	100

DEPARTMENT	SERVICE	TITLE OF RISK	DESCRIPTION OF RISK	MITIGATING ACTIONS IN PLACE	LIKELIHOOD	FINANCIAL IMPACT £000
Executive Director Douglas Hendry	Education	Legislative Requirements - Education (Scotland) Act	The Education (Scotland) Act 2000 requires Councils to undertake assessments of the need for the provision of Gaelic Medium Primary Education (GMPE) and the duty to support and promote Gaelic Education. This may lead to additional staffing requirements depending upon the demand for Gaelic from parents.	Continuous monitoring and review of the service model and resources available within budget.	3	50
Executive Director Douglas Hendry	Legal and Regulatory Support	Hub DBDA/DBFM Schools - Litigation	Increased risk of the requirement to litigate to conclude final capital contract payments due.	Monitoring claims and mitigation through robust challenge of any additional claims.	2	150
Executive Director Douglas Hendry	Legal and Regulatory Support	Contract RPI for NPDO and Hub Schools	Increase in RPI would result in higher costs.	Monitoring annual alteration to contract RPI rate and mitigation through financial forecasting and review of existing budget.	4	100
Executive Director Douglas Hendry	Legal and Regulatory Support	NPDO - Reduction in insurance savings within NPDO Schools	Increase in insurance costs as a result of the long-term effects of Covid-19 on the insurance market and flood claims.	Monitoring annual alteration to contract insurance rate and mitigation through financial forecasting and review of existing budget.	4	75
Executive Director Douglas Hendry	Legal and Regulatory Support	Legal Services - Litigation	Increased number of litigation cases.	Ensure Legal Services are gateway to access all legal advice and that advice is sought at earliest opportunity.	3	50
Executive Director Douglas Hendry	Legal and Regulatory Support	NPDO/Hub DBFM contract management efficiencies	Reduction in ability to generate contract management efficiencies.	Monitoring annual efficiencies generated and mitigation through robust contract management and application of contract specifications / requirements.	2	50
Executive Director Douglas Hendry	Legal and Regulatory Support	Elections	More than 1 by-election required outwith standard election cycle.	Outwith direct management control.	4	60
Executive Director Douglas Hendry	Legal and Regulatory Support	Licensing	Reduced numbers of licensing applications leading to reduced income.	Monitoring of trends and reporting the financial impact in the budget monitoring.	3	30
Executive Director Douglas Hendry	Legal and Regulatory Support	Children's Panel	Increased number of referrals increasing costs through increases in the running costs.	Maximise the use of council facilities/resources for panel session in the first instance.	1	10
Executive Director Douglas Hendry	Legal and Regulatory Support	Legal Services	Failure to minimise Council wide use of external legal advice.	Ensure legal services are gateway to access all legal advice.	1	10
Executive Director Kirsty Flanagan	Customer Support Services	Software Licences	Potential risk of being under licensed for software which will be identified via software audits which would incur additional costs.	ICT security and compliance officer in post and duties include review of systems to ensure fully licenced.	2	100
Executive Director Kirsty Flanagan	Customer Support Services	Additional Bandwidth for Education	Additional costs required to be incurred in relation to additional bandwidth required to deliver the Education Digital Strategy due to a more digitalised learning curriculum.	Work closely with Education on Digital Devices for All strategy to ensure necessary IT is in place.	3	50

DEPARTMENT	SERVICE	TITLE OF RISK	DESCRIPTION OF RISK	MITIGATING ACTIONS IN PLACE	LIKELIHOOD	FINANCIAL IMPACT £000
Executive Director Kirsty Flanagan	Development and Economic Growth	Environmental Health- export certificates	Downturn in requests for export certificates as a result of UK withdrawal from EU, changes to international trading agreements or business economy. Reduction in demand creates a budget pressure on environmental health budget.	Monitor income and resources required for export health certificates / attestations required to support the export market. Continue with food safety regulation activities associated and support at 3rd country audits. Pursue debt rigorously with key customers through seeking regular payments.	2	40
Executive Director Kirsty Flanagan	Development and Economic Growth	Dangerous Buildings interventions	Building Standards having to deal with an increasing level of dangerous building work which has significant financial implications for Council.	Monitor activity and seek to recover costs from the owner.	3	100
Executive Director Kirsty Flanagan	Development and Economic Growth	Planning fees reduced by Scottish Government	Potential that the Scottish Government may reduce planning fees due to poor performance by the Planning Authority. The Scottish Government has recently appointed a national Planning Performance Champion however the detail of how this role intends to incentivise improvement/penalise poor performance at a local authority level remains unclear at this time	Maintain high levels of performance as articulated by performance markers detailed in Planning Performance Framework annual report.	1	100
Executive Director Kirsty Flanagan	Development and Economic Growth	Planning fee shortfalls	Due to downturn in economic / building activity, in particular renewable energy development and other major developments could lead to planning fee income shortfalls leading to revenue budget pressures.	Current income levels are looking more positive, however, we are dependent on some high value applications coming in which, if they don't materialise, will impact the overall position. Will continue to monitor Development Management income and expenditure tightly and investigate further income generation streams.	3	100
Executive Director Kirsty Flanagan	Development and Economic Growth	Building Warrant fee shortfalls	Due to loss of commercial income and downturn in economic / building activity, building warrant fee income shortfalls leading to revenue budget pressures.	Continue to monitor Building Standards income and expenditure tightly and investigate further income generation streams.	1	50
Executive Director Kirsty Flanagan	Development and Economic Growth	Homelessness Temporary Accommodation Income	Unpredictable number of Homeless applications. Inability to recover rent. Increase costs of property maintenance and tenancy change over.	Provision of Housing Options information and advice service to minimise number of applicants proceeding to full homeless application. Implementation of Rapid Rehousing Plan.	4	150
Executive Director Kirsty Flanagan	Development and Economic Growth	Animal Health	Carrying out livestock seizure to protect welfare of the animals	Monitor activity and seek to recover costs from the disposal of the animals.	1	10
Executive Director Kirsty Flanagan	Financial Services	Council Tax Debt Collection Recovery	Recovery of debt becomes more difficult to pursue in the current economic climate. This is in relation to historical debt that has accumulated over many years therefore any adverse collection rates will impact on the year end debt provision as opposed to the in-year financial position, hence no forecast variance has been reported within the current year.	Robust monitoring of arrangements with debt collection agency and performance against target collection rates.	3	345

DEPARTMENT	SERVICE	TITLE OF RISK	DESCRIPTION OF RISK	MITIGATING ACTIONS IN PLACE	LIKELIHOOD	FINANCIAL IMPACT £000
Executive Director Kirsty Flanagan	Financial Services	Housing Benefit Subsidy	Loss of Housing Benefit Subsidy due to exceeding LA error threshold.	Processes in place for handling of claims accurately and efficiently.	1	125
Executive Director Kirsty Flanagan	Financial Services	Sundry Debt Recovery	Recovery of debt becomes more difficult to pursue in the current economic climate.	Additional staff are being put in place in the Sundry Debt Team who will work jointly with Legal Services to enhance the robustness of the Council's debt recovery processes.	3	85
Executive Director Kirsty Flanagan	Roads and Infrastructure Services	Waste PPP - Indexation	Historical payments made towards Waste PPP based on indexation rates have been challenged by Renewi resulting in a potential cost to the council.	Conversations are in place between Council and Renewi with the aim of minimising the potential impact.	3	586
Executive Director Kirsty Flanagan	Roads and Infrastructure Services	Waste - Compost Like Output (CLO)	Compost Like Output is an element of waste that has been heat treated and can only be used for landfill site restoration. Renewi are currently producing more CLO than we need and it is building up in our landfill sites - this has been flagged up as a concern by SEPA and will need to be removed.	Discussions ongoing with Renewi and the Council on steps forward and what element the council is responsible for.	3	164
Executive Director Kirsty Flanagan	Roads and Infrastructure Services	Roads Maintenance - Bridges, Culverts & Sea Defences	Extreme localised weather may result in loss of bridge, culvert, road or sea defence.	Routine inspections to deal with potential weak areas - based on a stitch in time repair regime.	3	750
Executive Director Kirsty Flanagan	Roads and Infrastructure Services	Winter Maintenance	Adverse weather conditions which require greater than budgeted number of gritting runs.	Monitor weather conditions and apply gritting policy to minimise costs.	3	150
Executive Director Kirsty Flanagan	Roads and Infrastructure Services	Roads Maintenance - Roads Network	Adverse weather conditions result in deterioration of the road network necessitating greater spend on repair of defects.	Manage maintenance budgets to ensure that spend is prioritised to deal with safety defects.	3	230
Executive Director Kirsty Flanagan	Roads and Infrastructure Services	Car Parking Income	Reduced number of visitors to the area and use of council owned car parks resulting in a reduction in income.	Closely monitor income levels throughout the year, especially in high visitor seasons.	3	200
					38	5,080

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ARGYLL AND BUTE COUNCIL**COUNCIL****FINANCIAL SERVICES****22 FEBRUARY 2024**

RESERVES AND BALANCES – UPDATED FOR BUDGET PACK 2024-25

1 EXECUTIVE SUMMARY

- 1.1 The main purpose of this report is to advise Members of the overall level of reserves held by the Council as well as providing detail on the monitoring of the earmarked balances held within the General Fund.
- 1.2 The Council has a total of £666.354m unusable reserves that are not backed with resources. They are required purely for accounting purposes.
- 1.3 At 31 March 2023 the Council had a total of £93.828m usable reserves. Of this:
- £2.916m related to the Repairs and Renewals Fund
 - £4.503m related to Capital Funds
 - £86.409m was held in the General Fund with £79.466m of this balance earmarked for specific purposes.
- 1.4 The Council's General Fund contingency remains at 2% of net expenditure. This monetary level has been adjusted to take account of the revised net revenue expenditure proposed for 2024-25. The revised contingency of 2% of net expenditure amounts to £6.120m.
- 1.5 As at 31 December 2023 the forecast outturn for 2023-24 was estimated to be an overspend of £0.091m, however, this is subject to change during the final quarter of the financial year. Taking this outturn into consideration alongside the budgeted allocation to the General Fund agreed by Council on 23 February 2023, the earmarked balances no longer required and the proposed allocation for floral displays, the forecast surplus over contingency at 31 March 2024 is estimated to £2.220m, however, this is an estimated position and subject to change.
- 1.6 During 2023-24 there was a weather incident that caused significant damage to the areas infrastructure. While some of this is claimable through the Bellwin scheme there is a risk that revenue costs beyond the extended four month claim period will be a pressure to the General Fund and reduce the unallocated general fund balance by an estimated £0.839m.
- 1.7 Assessing the adequacy of reserves should take account of the strategic, operational and financial risks facing the Council and should consider both internal and external factors. There are 19 categories included in the risk analysis and 5 have been assessed as low, 3 low/medium, 7 medium and 4 medium/high. The medium/high risks are in respect of the potential impact of the UK exit from the EU, future funding, inflation rates and the general financial climate.

ARGYLL AND BUTE COUNCIL

COUNCIL

FINANCIAL SERVICES

22 FEBRUARY 2024

RESERVES AND BALANCES – UPDATED FOR BUDGET PACK 2024-25**2. INTRODUCTION**

- 2.1 This report outlines current balances on all of the Council's reserves, both usable and unusable. It also provides detail on the monitoring of the earmarked balances within the General Fund.

3. DETAIL**3.1 Types of Reserves**

- 3.1.1 **Usable Reserves** - Councils have powers to establish certain resource backed reserves which can be used to fund expenditure. The powers of councils to establish reserves are laid out in Schedule 3 of the Local Government (Scotland) Act 1975. These allow councils to establish a Renewal and Repairs Fund, Insurance Fund and Capital Fund. Councils can also establish a Useable Capital Receipts Reserve. The Council must also maintain a General Fund and can earmark balances for specific purposes within the General Fund.

- 3.1.2 **Unusable Reserves** – Councils are also required to establish certain reserves that are not backed by resources. They are required purely for accounting purposes and do not represent resources available for councils to utilise. The Pensions Reserve, Revaluation Reserve, Capital Adjustment Account, Financial Instruments Adjustment Account and Accumulated Absences Account fall into this latter category of accounting reserves.

3.2 Reserve Balances at 31 March 2023

- 3.2.1 The balances on each type of reserve at 31 March 2023 are set out in the two tables below, updated as per the Unaudited Accounts for 2022-23.

Unusable Reserves	£000
Revaluation Reserve	174,952
Capital Adjustment Account	268,788
Financial Instruments Adjustment Account	(1,871)
Pensions Reserve	232,073
Accumulated Absences Account	(7,588)
Total Unusable Reserves	666,354

Usable Reserves	£000
Repairs and Renewals Fund	2,916
Capital Fund and Usable Capital Receipts Reserve	4,503
General Fund	86,409
Total Usable Reserves	93,828
Total Reserves	760,182

- 3.2.2 The Revaluation Reserve represents the unrealised gains in the valuation of fixed assets. The Capital Adjustment Account represents the difference between depreciation based on proper accounting practice and statutory charges for financing capital expenditure. The Financial Instruments Adjustment Account represents the difference between gains and losses on borrowing and statutory capital financing charges. The Pensions Reserve represents the difference between pension costs based on proper accounting practice and payments made for pension costs. The Accumulated Absences Account represents the costed difference between holiday pay entitlement and actual holidays taken at 31 March.
- 3.2.3 The Repairs and Renewals Fund was established to support funding of renewal and replacement of school equipment. Schools can only draw on the Repairs and Renewals Fund to the extent they have previously paid into the Fund and contributions must be contained within schools devolved budgets.
- 3.2.4 The Capital Fund was established to receive all capital receipts generated by the Council and can be used to support the capital plan or meet the principal repayments on loan charges. The Council decides as part of the budget process each year how it wishes to draw funding from the Capital Fund.
- 3.2.5 The Usable Capital Receipts Reserve relates to the accumulated unspent capital receipts from sale of council houses prior to transfer of the housing stock. The reserve forms part of the Council's Strategic Housing Fund and can only be used for investment in social housing. The reserve will be used in accordance with the approach to investing in housing agreed by the Council in August 2012.

3.3 General Fund

- 3.3.1 The General Fund balance at 31 March 2023 can be analysed as follows:

	Balance 31/03/23 £000
Balance on General Fund as at 31 March 2022	96,081
Decrease to General Fund balance at end of 2022-23	(9,672)
Earmarked Balances	(79,466)
Contingency allowance at 2% of net expenditure	(5,291)
Unallocated balance as at 31 March 2023	1,252

- 3.3.2 The General Fund includes balances that the Council has agreed to earmark for specific purposes. Some of these earmarked balances will be spent during the current financial year and some of them will be held over and spent in later years. The table below shows the balance at 31 March 2023, the amounts that are currently invested or set aside for major initiatives, the amount already spent and planned to be spent in the current year, the amount to be spent in future years and any sums no longer required to be earmarked. Appendix 1 provides further details on the breakdown of unspent budget. Officers have reviewed and updated the spending profiles.

Earmarking Category	Balance 31/03/2023 - per year end published report	New Earmarkings in year	Invested or committed for major initiatives /capital projects	Drawn-down to 2023-24 Budget as at 31/12/23	Still to be drawn-down in 2023-24	Planned Spend Future Years	Released to General Fund
	£000	£000	£000	£000	£000	£000	£000
Strategic Housing Fund	7,247		6,847	400			
Investment in Affordable Housing	3,163		3,059				104
Capital Projects	16,059	4,776	20,835				
Lochgilphead and Tarbert Regeneration	1,460		1,460				
Support for Rural Growth Deal	756		756				
Asset Management Investment	2,098		2,070	28			
Piers and Harbours Investment Fund	2,789		2,789				
Scottish Government Initiatives	2,834			383	152	2,299	
CHORD	378				150	228	
DMR Schools	1,394			681	603	110	
Energy Efficiency Fund	218				218		
Existing Legal Commitments	476					37	439
Unspent Grant	13,179		489	1,811	4,684	6,195	19
Unspent Third Party Contribution	265			31	97	137	
Previous Council Decision - Other	3,808		1,699	225	424	1,460	
Redundancy Provision	1,578				500	1,078	
Supporting Organisational Change	1,426			111	89	1,226	
One Council Property Team	566						566
Fleet - Timing Delay	658				174	484	
Hermitage Park	19				5	14	
Electric Vehicle Chargers	17				0	17	
COVID-19	5,512		257	592	3,086	1,320	257
Unspent Budget	13,566		1,140	1,770	2,609	7,116	931
Totals	79,466	4,776	41,401	6,032	12,791	21,721	2,316

3.3.3 Investment in Affordable Housing £0.104m – this earmarked balance provides cash backed reserves for the loans to registered social landlords. It is estimated that as at 31 March 2024, the balance on the remaining loans will be £3.059m, therefore £0.104m can be released back to the general fund.

3.3.4 Due to the pressure on the capital programme, officers have conducted a review of the earmarked balances and have agreed release of the following reserves:

- Rothesay Academy – Demolition and Waste Disposal - £0.880m
- One Council Property - £0.566m
- Contingent Liability – Capital Project - £0.439m
- Tackling Digital Exclusion - £0.178m
- Island Post - £0.050m
- Levelling up Fund Bids - £0.099m

These amounts provide a total of £2.212m that could assist with some of the gap in the capital programme.

3.4 Unallocated General Fund Balance

- 3.4.1 The General Fund contingency is set at 2% of net expenditure for 2023-24 and amounts to £5.691m. This contingency is held to provide a working balance to help cushion the impact of uneven cash flows and cushion the impact of unexpected events. It is up to authorities to make their own judgement on the level of reserves taking local circumstances into account, for example, previous call on contingency and amount of unallocated reserves held. The contingency needs to be updated to reflect the updated budget for 2024-25. The budgeted net expenditure based on the proposed budget contained within the revenue budget overview report is £306.016m. 2% of this balance amounts to £6.120m. There is currently a contingency of £5.691m, therefore £0.429m will require to be moved from the unallocated General Fund balance to supplement the contingency.
- 3.4.2 The revenue budget position as at 31 December 2023 was estimated to be £0.091m overspent, however, this is subject to change during the final quarter of the financial year.
- 3.4.3 The Environment, Development and Infrastructure Committee on 31 August 2023 agreed to pursue a blended model of options for the provision of floral displays and recommended the additional revenue cost for 2023-24 of £0.008m be funded from the unallocated General Fund and built into the budget outlook estimates for future years.
- 3.4.4 During 2023-24 there was a weather incident that caused significant damage to the areas infrastructure. While some of this is claimable through the Bellwin scheme there is a risk that revenue costs beyond the extended four month claim period will be a pressure to the General Fund and reduce the unallocated general fund balance by an estimated £0.839m.
- 3.4.5 The table below summarises the position of the unallocated General Fund balance taking into consideration the points noted above.

Heading	Detail	£000
Unallocated General Fund as at 31 March 2023	This is the balance that is unallocated over and above the 2% contingency which amounts to £5.691m	1,252

Budgeted allocation to General Fund for 2023-24 Budget	Per the Budget Motion at Council on 23 February 2023	19
Earmarked Balances no longer required	Per paragraph 3.3.3 and 3.3.4 – amounts previously earmarked that can be released back to General Fund	2,316
Transfer of contingency to maintain 2% level	Per paragraph 3.4.1	(429)
Forecast Outturn for 2023-24 as at 31 December 2023	Per paragraph 3.4.2	(91)
Allocation from unallocated general fund balance	Per paragraph 3.4.3	(8)
Estimated costs associated with weather incident not claimable through Bellwin scheme	Per paragraph 3.4.4	(839)
Estimated Unallocated General Fund Balance as at 31 March 2024		2,220

3.5 Loans Fund Review

3.5.1 At the Council meeting on 27 February 2020, it was agreed that the one-off re-profiling gain of £20.561m generated by the loans fund review should be used partly to create a provision for the increasing principal repayments over the next 10 years (£7.649m) with the remainder of the gain (£12.912m) used to fund the known liabilities/cost pressures. The table below shows what has been drawn down against the one-off gain and the remaining balance.

	Agreed Allocation	Transferred to Earmarked Reserves in previous years	Transferred to Earmarked Reserves 23-24	Balance Remaining
	£000	£000	£000	£000
Provision for the increasing principal repayments	7,649			7,649
Provision to Support Organisational Change	500	(500)		0
Estimated Cost of 2020-21 redundancies that are part of budget savings proposals	600	(600)		0
Future Redundancies Provision	1,500	(1,500)		0
Spend to Save Route Optimisation	100	(100)		0

Funding Gap in Capital Programme	2,619		(2,619)	0
Capital Programme Intolerable Red Risks	574	(574)		0
Campbeltown Flood Prevention Scheme	1,406	(1,406)		0
Significant Strategic Change Projects	5,013	(2,856)	(2,157)	0
2020-21 Revenue Budget Contribution	600	(600)		0
	20,561	(8,136)	(4,776)	7,649

3.6 Review and Risk Assessment

- 3.6.1 Assessing the adequacy of reserves should take account of the strategic, operational and financial risks facing the Council and should consider both internal and external factors. Appendix 2 to this report identifies the range of issues in terms of budget assumptions and financial standing and management that should be considered in assessing the level of reserves. It relates only to consideration of the contingency to be held in the General Fund balance. A separate financial risk analysis report has been prepared looking at the overall financial risks relating mainly to the revenue budget but notes a couple of risks in respect of the capital budget also.
- 3.6.2 There are 19 categories included in the risk analysis and 5 have been assessed as low, 3 low/medium, 7 medium and 4 medium/high. The medium/high risks are in respect of the potential impact of the UK exit from the EU, future funding, inflation rates and the general financial climate.
- 3.6.3 Based on the above and taking cognisance of the level of unallocated general fund balance that remains, it is recommended that the contingency for the General Fund balance should be retained at 2%.

4. CONCLUSION

- 4.1 The report outlines the overall reserves and balances for the Council covering the purpose and level of each reserve. It also provides detail as to expenditure against earmarked balances held within the General Fund. There is currently an estimated surplus over contingency of £2.220m after adjusting for the forecast outturn for 2023-24.

5. IMPLICATIONS

- 5.1 Policy Earmarked funds and funds set aside for delivery of Single Outcome Agreement are available to support Council Policy.
- 5.2 Financial Outlines the balances held with the Council's usable and unusable reserves.
- 5.3 Legal None.
- 5.4 HR None.
- 5.5 Fairer Scotland Duty See Below
- 5.5.1 Equalities None

5.5.2	Socio-Economic Duty	None
5.5.3	Islands Duty	None
5.6	Climate Change	None
5.7	Risk	A contingency of £6.120m (equivalent to 2% of net expenditure) has been set aside as part of the general fund. This has been subject to a risk assessment.
5.8	Customer Service	None.
5.9	The Rights of the Child (UNCRC)	None

Kirsty Flanagan
Executive Director/Section 95 Officer
6 February 2024

Policy Lead for Finance and Commercial Services: Councillor Gary Mulvaney

APPENDICES

Appendix 1 – Earmarked Reserves breakdown of unspent budget as at 31 December 2023

Appendix 2 – Risk Assessment for Review of Reserves

For further information contact Anne Blue, Head of Financial Services
anne.blue@argyll-bute.gov.uk

APPENDIX 1

Earmarked Reserves - Unspent Budget
As at 31 December 2023

Ref	Department	Service	Description	Opening Balance	Budget Drawdown	Released back to General Fund	Movement between categories	Remaining Balance	Still to be drawdown in 23-24	Planned to spend in future years	Plans for Use	Amount Planned to be Spent in 2023-24	Amount Planned to be Spent in 2024-25	Amount Planned to be Spent from 2025/26 onwards
001	Chief Executive's Unit	Community Planning	Communities and Partnership Team	8,855	0			8,855	0	8,855	The funds have originated from externally sourced income due to an employee being seconded to the Scottish Community Development Centre (SCDC). The funds will be used to support the team in relation to meeting its priorities of Building Back Better (Communities), Climate Change and the review of the Argyll and Bute Outcome Improvement Plan.	0	8,855	
002	Executive Director (Douglas Hendry)	Across Services / Education	Digital Projects (Supply Staff Booking System)	25,100	9,900			15,200	0	15,200	To deliver a number of Digital Service Transformation Projects with a commitment of £0.035m towards a Supply Staff Booking system. Phase 1 of the project is nearing completion.	9,900	15,200	
003	Executive Director (Douglas Hendry)	Commercial Services	Rothesay Academy - Demolition and Waste Disposal	953,875	61,519	880,220		12,136	12,136	0	Since Rothesay Academy was vacated over 15 years ago no site clearance has taken place and there are potential Health and Safety and insurance cover implications due to deterioration of the building. £55,000 earmarking has allowed clearance of remaining materials and debris. Also £840,000 to fund estimated future costs of demolition (subject to removal of listed status) to be added to an existing earmarking. There are potential Health and Safety and insurance cover implications due to deterioration of the building.	73,655	0	0
004	Executive Director (Douglas Hendry)	Commercial Services	Rothesay Pavilion Charity	750,000	0			750,000	0	750,000	Agreed at Council meeting February 2020, £750k additional revenue support subject to conditions which seek to minimise the risk to the Council as far as is reasonably practicable including requirement for adequate business and financial management and regular reporting by RPC.	0	750,000	
005	Executive Director (Douglas Hendry)	Commercial Services	Rothesay Pavilion Essential repairs	306,400	0			306,400	0	306,400	Essential repairs to deal with potential health and safety risks and to avoid further deterioration. Budget provision was approved by the Policy and Resources Committee on 21 August 2014.	0	306,400	
006	Executive Director (Douglas Hendry)	Commercial Services	Estates - NDR Revaluation Appeals	84,688	24,750			59,938	59,938	0	The Council agreed to make provision to meet the cost of appealing Non Domestic Rates (NDR) revaluations which were imposed from April 2017. The remaining funds were carried forward to the 2023/24 revaluation cycle however a recent change in position by the Scottish Government may restrict the appeals which can be made. This is still under discussion and Gerald Eve Surveyors have been appointed as specialist advisers on this matter. In the event that appeals are limited there may be an opportunity to utilise Gerald Eve for more general valuation advice subject to Procurement approval.	84,688	0	
007	Executive Director (Douglas Hendry)	Commercial Services	Demolition of former Lochgilphead Primary and Rothesay Secondary School	0	0			0	0	0	To fund the demolition of the former Lochgilphead Primary School and former Rothesay Academy (subject to the removal of the listing). Lochgilphead Primary complete and remainder of funds to be used to commence Rothesay Project. This project now completed.	0	0	
008	Executive Director (Douglas Hendry)	Commercial Services	Mid Argyll Community Pool	30,000	30,000			0	0	0	At the Council Budget meeting on 23 February 2023, the Council committed to a one-off investment of £0.030m to Mid Argyll Community Pool in response to an external funding request. Paid.	30,000	0	
009	Executive Director (Douglas Hendry)	Commercial Services	MacTaggart Leisure Islay	30,000	30,000			0	0	0	At the Council Budget meeting on 23 February 2023, the Council committed to a one-off investment of £0.030m to MacTaggart Leisure, Islay in response to an external funding request. Paid.	30,000	0	
010	Executive Director (Douglas Hendry)	Commercial Services	Site Investigation Works	21,013	0			21,013	21,013	0	For Site Investigation works in relation to Tweeddale Street Car Park and Oban Airport Business Park, exploring commercial opportunities to develop the sites and raise revenue income for Argyll and Bute Council. HUB North were instructed to procure contractors to undertake the site investigations these are now complete. The remainder of the budget is intended to be utilised for other site investigation and pre-development works to further develop commercial opportunities across the council area.	21,013	0	
011	Non Departmental / Executive Director (Douglas Hendry)	Across Services / Commercial Services	Information Management (Estates Survey Work)	12,697	0			12,697	12,697	0	To support a number of initiatives in respect of improving the Council's information management in line with the transformation agenda and increasing the pace of change as outlined in the BV Review. The planned initiatives include: Estates Survey work £122k, Digitalisation of Title Deeds £92k, document management and workflow system for Planning, Building Standards and Environmental Health £77k and a balance of funding to explore information management solutions in a strategic and coherent way £209k	12,697	0	

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012	Executive Director (Douglas Hendry)	Commercial Services	(2023 Contract Inflation Adjustments) MAKI/Islay Pools SLA - inflationary increase	9,523	9,523			0	0	0	Additional pressure resulting from the February 2023 inflation rate being higher than the assumptions built into the non-pay inflation calculation which went to Council at budget setting and reflects the difference between what was in the budget and what will need to be paid under the SLAs. The February inflation figure wasn't known until the middle of March, after the budget was set, and the recent trend in inflation reductions turned around in February with an increase.	9,523	0	0
013	Executive Director (Douglas Hendry)	Education	ASN Review	1,255,000	0			1,255,000	0	1,255,000	To fund capital costs of ASN adaptations as part of ASN Review to increase equity of provision across Argyll and Bute. This will be subject to a business case as part of the wider ASN review. Update: Business case now approved and working group set up with quotes for works being carried out Jan 2024.	0	1,255,000	0
014	Executive Director (Douglas Hendry)	Education	Reduced Teacher Staffing Costs - Strike Action	800,000	0			800,000	0	800,000	To fund one off savings in 2024-25 from the underspend in staffing from strike action.	0	800,000	0
015	Executive Director (Douglas Hendry)	Education	(2023 Digital Projects) School WIFI Upgrades	200,000	33,076			166,924	116,924	50,000	To extend WIFI coverage within school settings through the purchase of additional hardware such as access points, switches and other networking hardware. This will result in more flexible learning spaces and support the growing number of devices within schools.	150,000	50,000	0
016	Executive Director (Douglas Hendry)	Education	Education Transformation Fund	146,579	1,942			144,637	144,637	0	At the Council meeting on 27 February 2020, it was agreed to input £400k into Education Digital Learning. The additional funds have been spent in 20/21, 21/22 and 22/23 as part of the ongoing transformation work in the Education service, focussing on digital and virtual learning technology and the development of learning clusters. This will continue into 2023/24.	146,579	0	0
017	Executive Director (Douglas Hendry)	Education	MCR Pathways Pilot	80,000	40,872			39,128	0	39,128	Funding to support implementation of MCR Pathways mentoring programme within three secondary schools for 2023-24 academic year. Funding will allow the employment of a dedicated Co-ordinator within each setting to develop and implement the programme which is designed to benefit care experienced and other disadvantaged pupils through targeted mentoring support.	40,872	39,128	0
018	Executive Director (Douglas Hendry)	Education	Gaelic Specific Grant	30,000	0			30,000	0	30,000	Proposal to fund the continuation of the Principal Teacher Languages (Gaelic focus) post for the 2023-24 academic year to promote and develop Gaelic Medium Education across Argyll and Bute. This earmarking refers to the Council contribution towards the Gaelic grant for 22-23.	0	30,000	0
019	Executive Director (Douglas Hendry)	Education	(2023 Digital Projects) Cashless Catering	30,000	0			30,000	5,000	25,000	To support the ongoing implementation of the new cashless catering system during the testing and roll out phase.	5,000	25,000	0
020	Executive Director (Douglas Hendry)	Education	Skype for Business for Education / Digital Projects (Skype for Business)	10,000	0			10,000	10,000	0	To fund the initial capital costs for the implementation of Skype for Business for Education. This will bring the Education service in line with other council departments and will improve staff collaboration and modernise school telephony to deliver the service more efficiently and cost effectively. A balance was released back to the general fund in 2021-22 because the rollout project was almost complete with only £0.01m expected spend in 23/24.	10,000	0	0
021	Executive Director (Douglas Hendry)	Education	Education Learning Estate Condition Surveys	1,815	0			1,815	1,815	0	To fund the delivery of School Core Facts (SCF) compliant Condition Surveys for prioritised School Buildings.	1,815	0	0
022	Executive Director (Douglas Hendry)	Legal and Regulatory Services	Education Purchasing Officers	210,000	37,000			173,000	0	173,000	The earmarked funds will be used to fund an education purchasing team within the Procurement Service for two years. The team will embed good procurement practice, train headteachers on current procurement process requirements, develop spend plans that evidence best value.	37,000	173,000	0
023	Non Departmental / Executive Director (Douglas Hendry)	Across Services / Legal and Regulatory Services	Information Management (Digitalisation of Title Deeds)	92,000	0			92,000	0	92,000	To support a number of initiatives in respect of improving the Council's information management in line with the transformation agenda and increasing the pace of change as outlined in the BV Review. The planned initiatives include: Estates Survey work £122k, Digitalisation of Title Deeds £92k (delay on spending due to COVID-19), document management and workflow system for Planning, Building Standards and Environmental Health £77k and a balance of funding to explore information management solutions in a strategic and coherent way £209k	0	92,000	0
024	Executive Director (Douglas Hendry)	Legal and Regulatory Services	Councillor IT Equipment	44,557	0			44,557	0	44,557	There is currently no budget for the provision and renewal of IT equipment for members. the earmarking identifies a resource to utilise spend for that purpose to ensure that members have continued support in maintaining and replacing vital IT equipment.	0	44,557	0
025	Executive Director (Douglas Hendry)	Legal and Regulatory Services	Digital Projects: Hybrid Council meetings	43,302	0			43,302	0	43,302	The funding will be used to maintain the ICT equipment used to support the provision of on-line and hybrid Council meetings.	0	43,302	0

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026	Executive Director (Douglas Hendry)	Legal and Regulatory Services	Debt Counselling & Welfare Rights	21,452	0			21,452	0	21,452	To meet the cost of a Debt Counselling and Welfare Rights Management System.	0	21,452	
027	Executive Director (Douglas Hendry)	Legal and Regulatory Support	(2023 Contract Inflation Adjustments) NPDO and DBFM School Contracts – inflationary increase	350,000	350,000			0	0	0	Additional pressure resulting from the February 2023 inflation rate being higher than the assumptions built into the non-pay inflation calculation which went to Council at budget setting and reflects the difference between what was in the budget and what will need to be paid under the NPDO/Hub DBFM Schools contracts. The February inflation figure wasn't known until the middle of March, after the budget was set, and the recent trend in inflation reductions turned around in February with an increase.	350,000	0	0
028	Executive Director (Douglas Hendry)	Legal and Regulatory Support	(2023 Digital Projects) Replacement of Council Chambers Online Meeting Equipment	130,000	0			130,000	111,429	18,571	Current online meeting system is less than resilient and has failed on a number of occasions, leading to issues at strategic committees. A condition assessment by the incumbent maintenance contractor has highlighted that the current equipment is now at end of life and unsupportable due to the obsolescence of the system. Discussions with ICT have taken place to identify a simpler more robust solution to be procured.	111,429	0	18,571
029	Executive Director (Kirsty Flanagan)	Customer Support Services	(2023 Digital Projects) iTrent Project	332,000	0			332,000	147,000	185,000	Combination of parallel running of the new iTrent system alongside the legacy systems for up to 18 months whilst iTrent is implemented and additional staffing resource to implement iTrent in late June 2024 and support staff for the first 3 months of operation through summer 2024. Total includes £73k from Financial services for funding additional staffing resource to implement the payroll components of the iTrent HR and Payroll System by the end of June 2024 and support staff for the first 3 months of operation during summer 2024.	147,000	185,000	0
030	Executive Director (Kirsty Flanagan)	Customer Support Services	Security Operations Centre Subscription	113,594	0			113,594	53,594	60,000	There is a requirement to pay for a 3-year subscription at £60,000 per annum with a cost pressure being added to the ICT revenue budget to cover the costs from year 4 onwards. There is unallocated funding of £103,545 from the earmarking (172) created at 2020/21 year end for 'Digital Projects' combined with this earmarking to cover these costs for 3 years.	53,594	60,000	
031	Executive Director (Kirsty Flanagan)	Customer Support Services	Growing our Own and Modern Apprentices	109,150	0			109,150	95,790	13,360	Funding earmarked to support trainee development and modern apprenticeship opportunities based on priority workforce risk areas. These areas have been identified and proposals developed. £95,790 to be spent in 23/24 and £13,360 to be spent in 24/25 to fund a graduate trainee and 3 apprentices to deliver trainee development and modern apprenticeship opportunities	95,790	13,360	
032	Non Departmental / Executive Director (Kirsty Flanagan)	Across Services / Customer Support Services	Digital Projects (Increase in Schools Bandwidth)	63,455	0			63,455	63,455	0	To complete one of a number of Digital Service Transformation projects with a commitment of £0.064m to increase Schools Bandwidth.	63,455	0	
033	Executive Director (Kirsty Flanagan)	Customer Support Services	(2023 Digital Projects) Resilient Website Project	60,000	0			60,000	60,000	0	Cybersecurity action to move to a cloud based website platform that would improve resilience and enable service continuity in the event of a cyber attack. Procurement in progress for resilient website solution and Scotgov Cloud Services Project providing input. Contract Award expected by end 2023. Procurement in progress for resilient website solution. ITT issued with closing date 19/01. Contract Award expected by end Feb but unlikely £60k will be fully used in 2023/24, however exact amount to be carried forward unknown until payment schedule in contract award is known.	60,000	0	0
034	Executive Director (Kirsty Flanagan)	Customer Support Services	(2023 Digital Projects) Digital Project Officer	60,000	0			60,000	60,000	0	Employ a temporary Digital Project Officer as part of OD changes.	60,000	0	0
035	Executive Director (Kirsty Flanagan)	Customer Support Services	Implementation of Gaelic Language Plan	30,000	0			30,000	30,000	0	Agreed at Council Meeting February 2021. Provision of funding for delivery and implementation of the council's Gaelic Language Plan in recognition of the contribution that Gaelic makes to economic growth and to the tourism sector, and to enable delivery of key activities within the plan which currently receive no revenue funding.	30,000	0	
036	Executive Director (Kirsty Flanagan)	Customer Support Services	(2023 Digital Projects) Digital Engagement Services Developer	28,000	7,242			20,758	4,388	16,370	To fund 50% of a new temporary LGE10 post. The post is a Digital Engagement Services Developer that will be provide capacity to deliver service efficiencies through the use of the the new CREATE/RPA software. The other 50% of the post can be funded from a current vacancy. New temporary Digital Developer took up post on 18/09 and funds will be used for salary across the rest of the year – to be drawn down in FQ4. New temporary Digital Developer took up post on 18/09 and funds will be used for salary across the rest of the year – Mth 7 and 8 salary costs requested to be drawn down – totalling £7,243.09. Alison to draw down rest monthly. Will be fully spent.	11,630	16,370	0

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037	Executive Director (Kirsty Flanagan)	Customer Support Services	Business Development Training	27,601	288			27,313	27,313	0	This budget is funding ongoing leadership development, coaching, action learning sets and commissioned training including Priority Management.	27,601	0	
038	Executive Director (Kirsty Flanagan)	Customer Support Services	Learning and Development	19,436	0			19,436	19,436	0	In order to maximise the opportunities and efficiencies of digital learning, this funding will be used to support the extension of digital learning in order to deliver the Digital Learning Strategy, which was approved in FQ4 20/21.	19,436	0	
039	Executive Director (Kirsty Flanagan)	Customer Support Services	Establishing HR Service Centre	13,824	0			13,824	13,824	0	To facilitate the implementation of technical efficiency improvements and new processes	13,824	0	
040	Non Departmental / Executive Director (Kirsty Flanagan)	Across Services / Customer Support Services	Digital Projects (Replacement Learning Management System)	11,470	0			11,470	11,470	0	To deliver a number of Digital Service Transformation Projects with an original commitment of £0.030m towards a replacement Learning Management System £0.030m.	11,470	0	
041	Executive Director (Kirsty Flanagan)	Development & Economic Growth	Planning Income (Saving 23-24)	340,000	340,000			0	0	0	To fund one off operational saving MGT'S agreed for the 2023/24 budget	340,000	0	0
042	Executive Director (Kirsty Flanagan)	Development & Economic Growth	Planning Income	60,000	0			60,000	60,000	0	To fund additional resources to support and develop the Council's planning service.	60,000	0	0
043	Executive Director (Kirsty Flanagan)	Development and Economic Growth	Oban TIF (Tax Incremental Financing)	385,193	0			385,193	116,000	269,193	Will be used to fund the TIF Programme office for a further 3 years as well as the programme office for Rural Growth Deal beyond the funding that was agreed at Council for this in February 2021.	116,000	269,193	
044	Executive Director (Kirsty Flanagan)	Development and Economic Growth	Strategic Events & Festivals	80,664	0			80,664	40,946	39,718	At the Council meeting on 25 February 21, a decision was taken to agree £90k funding for Events and Festivals for 22/23, in order that the application process can commence during 21/22 and that this agreed figure be augmented by any underspend remaining from the 20/21 financial year. At 24 February 22, decision made to agree £90k for 23/24, in order that the application process can commence during 22/23 and that this agreed figure be augmented by any underspend remaining from the 21/22 financial year. Applications have been received and payments will be made in 2023-2024.	40,946	39,718	
045	Executive Director (Kirsty Flanagan)	Development and Economic Growth	Island Post	50,461	0	50,461		0	0	0	To fund a temporary post at LGE11 to assist with the National Islands Plan Implementation Route Map 2020-2025.	0	0	0
046	Non Departmental / Executive Director (Kirsty Flanagan)	Across Services / Development and Economic Growth	Information Management (Document Management and Workflow for Planning, Building Standards and Environmental Health)	21,177	0			21,177	21,177	0	To support a number of initiatives in respect of improving the Council's information management in line with the transformation agenda and increasing the pace of change as outlined in the BV Review. The planned initiatives include: Estates Survey work £122k, Digitalisation of Title Deeds £92k, document management and workflow system for Planning, Building Standards and Environmental Health £77k and a balance of funding to explore information management solutions in a strategic and coherent way £209k Hoping to implement the replacement for IDOX in March 2024 but there have been severe issues/delays with the new programme	21,177	0	
047	Executive Director (Kirsty Flanagan)	Development and Economic Growth	Royal National Mod	20,000	0			20,000	20,000	0	One off funding allocation for the Royal National Mod agreed as part of the budget setting process for 2019/20. Grant contract issued. Proposed payment of £20k per annum starting 2020/21 (2023/24 final payment of £20k)	20,000	0	
048	Executive Director (Kirsty Flanagan)	Financial Services	Financial Systems	33,748	0			33,748	33,748	0	To fund the completion of the implementation of the Oracle Fusion Financial Management System, a software update for cash receipting to ensure card payments can still be taken and the procurement and implementation of a new system to manage the requirements of the IFRS16 Leases accounting standard.	33,748	0	
049	Executive Director (Kirsty Flanagan)	Financial Services	Accounting and Budgeting Team Resilience	30,664	0			30,664	16,664	14,000	To fund the implementation of a new staffing structure in 2022/23 as agreed at ELT on 12 April 2022 which has been implemented. The residual funding is being used to meet the costs of ongoing professional accountancy training over the period 2022/23 to 2026/27	16,664	14,000	
050	Executive Director (Kirsty Flanagan)	Financial Services	CIPFA	24,040	1,835			22,205	4,165	18,040	CIPFA Training - To fund the professional training costs for staff undertaking the CIPFA professional accountancy qualification.	6,000	18,040	
051	Executive Director (Kirsty Flanagan)	Roads & Infrastructure	Waste Variation Monies	1,967,056	3,344			1,963,712	716,540	1,247,172	This will be used to fund/part-fund various waste infrastructure projects that will support the council's compliance with the 2025 ban on the Landfill of Biodegradable Municipal Waste. This will include scoping work for the creation of a waste transfer station at Helensburgh and landfill cell construction works at Gartbreck (£640k for Capital works on Gartbreck completed in 2022/23, reserve will be drawn down for this in 2023/24).	719,884	410,000	837,172
052	Executive Director (Kirsty Flanagan)	Roads & Infrastructure	3G pitches / Tarbert Sports Pitches	375,022	76,749			298,273	3,251	295,022	In November 2018, the Council agreed to a maintenance funding package to be progressed for a number of 3G pitches including Tarbert. This funding will provide an estimated 6.5 years' worth of ongoing maintenance up to 2025-26.	80,000	80,000	215,022

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053	Executive Director (Kirsty Flanagan)	Roads & Infrastructure	Green Transport Initiatives	140,000	0			140,000	0	140,000	At the Council meeting on 27 February 2020, it was agreed to input £400k in Green transport, investment in footway and cycle path maintenance supporting the healthy wellbeing and green agenda. Spend has been delayed due to COVID and this will be taken forward in 23/24. £260k Footways Reconstruction programme now spent and will be drawn down against capital programme during 23/24. £140k Ardrishaig North Project spent in 22/23 and drawn down in 24/25.	0	140,000	
054	Executive Director (Kirsty Flanagan)	Roads & Infrastructure	Climate Change	81,884	0			81,884	81,884	0	At the Council meeting on 27 February 2020, it was agreed to input £500k budget to mitigate the impacts of weather related damage and climate change with specific emphasis on gully cleaning and drainage improvements. Spend has been delayed due to COVID and the intention is to spend the funds on 2 Gully Motors plus staff over next 2 years. Vehicles have been received and budget will be drawn down to cover their cost. The remaining budget will be used towards running the vehicles.	81,884	0	
055	Executive Director (Kirsty Flanagan)	Roads & Infrastructure	Amenity Services introduction of management information system	28,099	0			28,099	0	28,099	Delay with introduction of amenity time recording system due to increased costs. Discussions ongoing to find alternative cheaper solution. The software/system being introduced by HR/Payroll during 2023-24 offers a time-recording facility. Although not included in the current HR/Payroll spec, once the new system is up and running, the proposal would be to investigate the time-recording system to see if viable for amenity time recording purposes.	0	28,099	
056	Executive Director (Kirsty Flanagan)	Roads & Infrastructure Services	(2023 Contract Inflation Adjustments) Waste PPP	255,000	0			255,000	150,000	105,000	Adjustment to inflation included in the budget based on updated RPIX figures at February 2023. Based on the current forecast it is anticipated the full earmarking will not be required and is unlikely to exceed £150k. For the purposes of balancing this spreadsheet I have entered £150k against 2023-24 and the balance against 2024-25 at this stage. Will be monitored monthly.	150,000	105,000	0
057	Non Departmental	Non Departmental	Underwriting development of Rothesay Pavilion	1,000,000	0			1,000,000	0	1,000,000	Funding to meet additional costs identified as necessary for the refurbishment of Rothesay Pavilion.	0	1,000,000	
058	Non Departmental	Non Departmental	Oban TIF (Tax Incremental Financing - Excess NDR)	875,651	0			875,651	0	875,651	This is the surplus NDR after paying all Loans Charges in respect of TIF infrastructure projects. This fund will be used in the future as TIF projects are delivered.	0	0	875,651
059	Non Departmental	Non Departmental	Loans Fund	385,279	385,279			0	0	0	At the Council Budget meeting on 24 February 2022, Saving F501, a Loans Fund Management/Operational saving for 22/23 budget of £0.500m was agreed with at least £0.200m to come from underspends in 21/22. The underspend position for 21/22 is £0.385m and this earmarking is being released as a saving to help bridge the 2023/24 budget gap.	385,279	0	
060	Non Departmental	Non Departmental	Loans Fund	300,000	300,000			0	0	0	To fund one off operational saving MGT3 agreed for the 2023/24 budget	300,000	0	0
061	Non Departmental	Non Departmental	Information Management (Balance of Funding)	209,844	9,375			200,469	0	200,469	To support a number of initiatives in respect of improving the Council's information management in line with the transformation agenda and increasing the pace of change as outlined in the BV Review. The planned initiatives include: Estates Survey work £122k, Digitalisation of Title Deeds £92k, document management and workflow system for Planning, Building Standards and Environmental Health £77k and a balance of funding to explore information management solutions in a strategic and coherent way £209k	9,375	200,469	
062	Non Departmental	Non Departmental	Spend to Save Route Optimisation Software	100,000	17,225			82,775	82,775	0	One-off re-profiling gain as a result of the loans fund review to fund known liabilities/cost pressures as agreed at budget setting meeting in February 2020 - Spend to save route optimisation (£0.100m) which will be spent over 2023/24.	100,000	0	
063	Non Departmental / Social Work	Non Departmental	Engagement with Hub North re provision of services for older adults and vulnerable people across Argyll and Bute	100,000	0			100,000	100,000	0	At the Council budget meeting February 23, an allocation of £0.1m from the Unallocated General Fund balance for the Health and Social Care Partnership to engage, in partnership with the Council, with Hub North to develop a strategic business case in relation to the provision of services for older adults and other vulnerable people across Argyll and Bute.	100,000	0	
064	Non Departmental	Non Departmental	CHARTS	80,000	0			80,000	80,000	0	As agreed at Council on 24 February 2022, investment in CHARTS £0.075m. To support the organisation in delivering targeted support, in communities, to the culture, arts and heritage sector as part of its plans to contribute to overall economic recovery. At the Council Budget meeting on 23 February 2023, the Council committed to £0.075m one-off investment in CHARTS in response to an external funding request will be spent in 23-24	80,000		

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065	Non Departmental	Non Departmental	Community Resilience Fund	76,447	0			76,447	0	76,447	Fund established in 2012/13 to be spent over more than one year. Fund reduced at the Council meeting on 11 February 2016	0	76,447	
				13,565,615	1,769,919	930,681	0	10,865,015	2,609,009	8,256,006		4,378,928	6,309,590	1,946,416

APPENDIX 2

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
Cost and Demand Pressures	As part of maintaining the medium term budgetary outlook, cost and demand pressures for 2024-25 and beyond have been kept under review. The cost and demand pressures for 2024-25 amount to £2.995m for Council services. A general allowance for unidentified cost and demand pressures has been built into the budget outlook for 2025-26 and future years: £0.250m in the best case scenario, £0.500m per annum in the mid-range, and £1m per annum in the worst case scenario.	Medium (2023-24 Medium)
Service Income	Service income levels have been reviewed as part of constructing the budget. In addition fees and charges have been reviewed. The cost of living crisis affecting our customers is likely to continue to affect the uptake of some Council services and the amount of income generated.”	Medium (2023-24 Medium)
Council Wide Cost Risks	<p>The financial risk analysis identified 6 council wide cost risks currently amounting to £6.833m as follows:</p> <ul style="list-style-type: none"> • The pay award exceeding 3% has been categorised as likely with an assessed financial impact of £3.233m based on the estimated cost of a 5% uplift being agreed with Trade Unions. This assessment is based on a combination of the ongoing high levels of inflation and the outcome of the 2023-24 pay negotiations. • Four risks covering utility costs, the IJB referring to Council for additional funding, Council Tax Income and a general inflationary risk have been categorised as possible with a combined assessed financial impact of £3.591m; and 	Medium (2023-24 Medium)

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
	<ul style="list-style-type: none"> The risk of a shortfall in savings options being delivered fully has been categorised as unlikely with an assessed financial impact of £0.009m. 	
Funding Risks	<p>The Scottish Budget was announced on 19 December 2023 and the finance circular with the local authority allocations issued on 21 December 2023. After settlement commitments there was a reduction in funding of £2.409m for Argyll and Bute Council.</p> <p>The other element of funding is Council Tax. Scottish Government announced a Council Tax freeze for 2024-25 which would be fully funded based on an average 5% increase. For Argyll and Bute, the indicative funding offered is £0.100m less than 5% and the funding is conditional on Councils accepting a Council Tax freeze. As a result of the reduction in the settlement, Members will need to give consideration as to whether to accept the Council Tax freeze or increase beyond 5% in order to help balance the budget.</p> <p>In May 2022 the Scottish Government published the Investing in Scotland's Future: Resource Spending Review which was intended to provide a guide to the Scottish Government's funding envelope over the period 2022/23 to 2026/27. For local Government, the review suggested that funding for local government would be on a flat cash basis until at least 2025/26. This was not the case for 2024/25 which saw a cash cut of £62.7m to Local Government core revenue funding, As a result of this the Council is likely to continue to have to make challenging decisions about service delivery in order to stay within its future budgets.</p>	Medium/High (2023-24 Medium/High)

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
	<p>The Scottish Government undertook a Capital Spending Review in 2020-21 which provided an outline five-year indicative allocation for general capital grant. It suggested that the settlement in 2021-22 would remain constant until 2025-26 therefore this was used as the basis for funding the Capital Programme over the next five years. This was not the case for 2024/25 which saw a cash cut of £54.9m to Local Government core and specific capital funding. This equates to a £0.937m reduction in general capital grant for Argyll and Bute Council.</p> <p>As a result of all issues noted above, this risk has been kept as Medium/High.</p>	
Savings Risks	<p>The Council agreed to a number of management/operational and policy savings as part of previous budgets that would deliver an additional £0.093m of savings in 2024-25. There are also further savings proposals amounting to £5.455m for 2024-25 which includes £2.687m arising from reduced Strathclyde Pension Fund rates, which is guaranteed to be delivered and £1.594m released from reserves, leaving a balance of £1.174m to be delivered by services. The Council has a good track record on delivering savings options but due to the value of savings to be achieved, the risk remains at a Medium level.</p>	<p>Medium (2023-24 Medium)</p>
Inflation Rates	<p>CPI Inflation fell to 3.9% in November 2023, being the lowest rate since January 2022. There are still concerns that inflation remains “sticky” in places and the latest Bank of England CPI forecasts suggest that, although inflation is expected to continue to fall, the rate of the reduction is not now as quick as had been forecast in the Bank’s reporting earlier in 2023. In addition, the current security threats to shipping transiting through the Red Sea to the Suez Canal is forcing operators to reroute their ships around</p>	<p>Medium/High (2023-24 Medium/High)</p>

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
	<p>Africa instead. This will increase the cost of imports from Asia to Europe which is likely to adversely impact inflation, slowing the rate of reduction or potentially pushing inflation back up.</p> <p>The Bank of England Monetary Policy Committee reported in November 2023 that it would keep monetary policy restrictive for long enough to “squeeze inflation” out of the system and that it was much too early to be thinking about rate cuts. However, the forecast suggests that the pace of the reduction is likely to be slow with the most significant reduction not forecast until late 2024.</p> <p>Given the volatility of inflation levels in the last year and the ongoing challenges facing the UK economy it would be prudent to consider a level of inflation over and above the unavoidable/ inescapable provision and a general 2% inflation has been included within the worst case scenario for 2025-26 onwards (of £1.6m per annum). For 2024-25, despite the overall rate of inflation being forecast to reduce over the year, officers expect that inflationary pressures will continue to be a point of financial pressure throughout the year and Finance staff will work in conjunction with Services to monitor the situation very closely.</p>	
Interest Rates	<p>The Council has a large proportion of its borrowing secured at fixed rates which reduces the risk to increases in interest rates. Borrowing is being managed to reduce where possible surplus cash available for investment subject to working capital/cash flow requirements.</p> <p>Surplus funds are invested and although investment returns have increased in 2023/24, the Council return is currently marginally below the target SONIA rate but this is due to market fluidity. Current forecasts of interest rates are</p>	Low (2023-24 Low)

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
	based on advice from our treasury advisors. Investment rates are forecast to reduce in the second half of 2024 as interest rates fall – assuming no change in direction by the Bank of England – and the Council will continue to look for the best rates of return for new investments.	
Financial risks	The Council has managed surplus funds invested to reduce exposure to risks associated with money market deposits. It retains a working balance of £10m to meet cash flow needs. Investments are managed based on the credit worthiness of agreed counterparties based on credit scores of recognised agencies. This should avoid having to borrow in an unplanned way from the money markets.	Low (2023-24 Low)
Strategic risks	The strategic risk register is subject to a formal review by SMT bi-annually, and these reviews have already taken place in April and October of 2023. SMT have agreed the current actions to address the risks.	Medium (2023-24 Medium)
Operational risks	Operational risks are reviewed formally each quarter by Departmental Management Teams. Any operational risks that are identified as high are reported to the Strategic Management Team as part of the bi-annual review of the Strategic Risk Register.	Medium (2023-24 Medium)
Impact of UK withdrawal from the EU	<p>On the 31st December 2020, with the Transition Period concluding, EU Law jurisdiction in the UK, and access to the EU Single Market ended. The UK-EU Trade Cooperation Agreement (TCA) agreed on 24th December 2020 and ratified by the UK Parliament on 30th December (European Union (Future Relationship) Act 2020) covered the most urgent matters.</p> <p>While it is not easy to disentangle the impact of EU Exit, COVID-19 and global unrest in Eastern Europe and the Middle East, it is clear that the local</p>	Medium/High (2023-24 Medium/High)

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
	<p>Argyll and Bute economy has witnessed the anticipated impacts from the trade friction caused by replacing membership of the EU Single Market and Customs Union with a relatively narrowly drawn Free Trade Agreement.</p> <p>In August 2023, the UK Government published the Border Target Operating Model which sets out our new approach to Safety and Security controls (applying to all imports), and Sanitary and Phytosanitary controls (applying to imports of live animals, germinal products, animal products, plants and plant products) at the border. It sets out how controls will be delivered through simplification, digitisation and the UK's new Single Trade Window. Over the coming year there are a number of timescales for delivery of health certifications on imports, physical checks on products, and the requirement for Safety and Security declarations.</p> <p>Limited inward migration since EU Exit, has been detrimental to addressing the skills gaps and recruitment challenges faced by a number of sectors, such as hospitality, care and construction, which are of key importance to the Argyll and Bute economy and communities. This is further exacerbated by the cost of living crisis for many residents and communities, coupled with a cost of doing business crisis, due to the significant and spiralling inflationary cost pressures and availability of goods and labour, which has been a direct impact from EU Exit as well as global unrest.</p> <p>On this basis, the overall risk assessment is still Medium/High.</p>	
General financial climate	The finance settlement only covers 2024-25 and the Scottish Government is still to meet its commitment to provide a three-year settlement. A prudent approach to estimating income from council tax has been taken. Risks	Medium/High (2023-24 Medium/High)

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
	<p>arising from inflation, interest rates, cost pressures and demand led pressures have been outlined above.</p> <p>Due to ongoing uncertainties regarding the level of funding from Scottish Government and continued volatility of interest rates it would be prudent to retain this risk to medium/high.</p>	
Availability of contingency funds	The Council currently has sufficient contingency funds to meet its target.	Low (2023-24 Low)
Overall financial standing	The Council has managed to achieve its contingency target in previous years. Actual costs are normally contained within budget. Borrowing costs are largely fixed at the moment, as the Council's need to borrow is currently very low due to the high levels of funds it is holding, and improvements in the rates of return for the investments made by the Treasury team are generating better than budgeted returns with the surplus funds generated supporting the Council's overall financial position. In addition to the contingency there are significant earmarked funds. Cost and demand pressures are identified and provided for if necessary and the impacts of inflationary changes are continually monitored and adjusted for in the Council's financial forecasts.	Low/Medium (2023-24 Low/Medium)
Track record in budget management	The Council has a good track record of containing expenditure within budget. The Council is on track to contain costs within budget for 2023-24.	Low (2023-24 Low)
Financial information and	Revenue and capital budgets are monitored on a monthly basis with budget allocated to responsible managers. A risk-based approach is taken to	Low/Medium (2023-24 Low/Medium)

Risk Assessment for Review of Reserves		
Risk Category	Comment	Assessment
reporting arrangements	budget monitoring and the budget monitoring process is continually being reviewed to identify ongoing improvements.	
Insurance cover	The Council has adequate insurance cover.	Low (2023-24 Low)
Internal controls	The statement of internal controls identifies a generally adequate control framework although there are areas for improvement. An audit plan is approved and delivered each year to monitor internal controls. The Council's Audit and Scrutiny Committee continues to actively develop and adopt good practice.	Low/Medium (2023-24 Low/Medium)
Health and Social Care Partnership Financial Position	It is prudent to have a factor in terms of the Health and Social Care Partnership financial position. If there is an overspend within Social Work, that cannot be funded by IJB reserves or by an underspend by the other partner body, then the Council will require to give an additional payment. Any additional payment would require to be paid back to the Council in the future. As part of the Council's risk analysis we have reported a risk of £1m to the Council in 2023-24. The risk factor remains at Medium at this stage.	Medium (2023-24 Medium)

ARGYLL AND BUTE COUNCIL**COUNCIL****FINANCIAL SERVICES****22 FEBRUARY 2024**

CAPITAL PLAN SUMMARY REPORT

1. EXECUTIVE SUMMARY

- 1.1 This report details the revisions proposed to the capital plan approved in February 2023 for the period 2024-25 to 2025-26 and extends the capital plan for a further year to 2026-27. The revisions are based on updated capital funding assumptions, phasing and cost changes.
- 1.2 The Council has experienced a reduction in the level of its General Capital Grant settlement over the last five years, falling from £12.262m in 2019-20 to £8.834m in 2024-25 which has put significant pressure on the ability to deliver the capital programme. This pressure is amplified further by the impact of the COVID-19 pandemic along with the UK exit from the European Union, the Russian invasion of Ukraine and sanctions on Russian owned entities which have resulted in significant price increases as well as disruptions to the supply chain and longer lead in times. These all have an effect on the overall contract price and make it extremely challenging to manage expenditure and the availability of supply across the life of the programme.
- 1.3 In February 2023 the Council approved estimated capital grant settlements for 2024-25 and 2025-26 of £9.771m to reflect what was actually received in 2023-24. This estimation was based on the Capital Spending Review undertaken by Scottish Government which advised that the capital settlements were likely to stay constant over the next five years.
- 1.4 The settlement received for 2024-25, excluding any ring-fenced funding, was £8.834m therefore £0.937m less than anticipated. However the 2023-24 final settlement was £0.046m higher than budgeted for within the capital programme therefore this can offset the £0.937m reduction resulting in a funding gap of £0.891m each year. This equates to a decrease across the already approved capital programme of £1.782m for 2024-25 and 2025-26 combined.
- 1.5 In addition to the £8.834m general capital grant there is ring-fenced funding of £0.379m for Walking Cycling & Safer Streets which will also be built into the capital programme.
- 1.6 The amount of capital resources allocated to Private Sector Housing Grant (PSHG) is £1.033m per annum, similar to previous years. However, it should be noted that the amount received from Scottish Government in relation to this is only £0.941m therefore an additional allocation of £0.276m over the three year capital programme is passed to Private Sector Housing Grants.
- 1.7 Restricted capital funding of £5.122m is noted within Appendix 2. This relates to income which is restricted to specific projects and has been matched with expenditure against the project, thereby showing the gross cost of the project.

- 1.8 The capital plan as at December 2023, including the new block allocation for 2026-27, has been compared to the estimated funding and there is a gap up to 2026-27 of £2.076m. After adjusting for the anticipated shortfalls and cost pressures as detailed within section 3.5 of this report, the total gap within the capital programme is £29.843m.

CAPITAL PLAN SUMMARY REPORT

2. INTRODUCTION

2.1 This report details the revisions proposed to the capital plan approved in February 2023 for the period 2024-25 to 2025-26 and extends the capital plan for a further year to 2026-27. The revisions are based on updated capital funding assumptions, phasing and cost changes.

3. DETAIL**3.1 Estimated Capital Funding 2024-25 to 2026-27**

3.1.1 Funding for the capital plan comes from the Scottish Government (General Capital Grant and Specific Ring-Fenced Capital Grants), other capital grants, capital receipts from asset disposals, revenue contributions to capital, prudential borrowing and borrowing funded by the loan charges provision in the revenue budget.

3.1.2 The Local Government Finance Circular published on 19 December 2023 provides detail of the provisional total capital funding allocations for 2024-25. The provisional total funding allocations form the basis for the annual consultation between the Scottish Government and COSLA ahead of the Local Government Finance (Scotland) Order 2024 presented to the Scottish Parliament. The Finance Order is due to be laid in Parliament on 7 February with Stages 1-3 between 8 February and 27 February with the Finance Order Debate taking place on 28 February.

3.1.3 The General Capital Grant allocation for 2024-25, excluding any ring-fenced funding amounts to £8.834m which includes a general capital grant flooding allocation of £0.156m.

3.1.4 The estimated General Capital Grant for 2026-27 is based on the 2024-25 settlement of £8.834m therefore comparing this to the settlement for 2023-24, and again taking into account the flooding allocation of £0.156m, this results in a decrease of £0.891m in 2026-27. The Scottish Government had previously advised that the indicative General Capital Grant settlements up to 2025-26 would remain constant at the same level as the 2021-22 settlement, however the settlement for 2024-25 has proven this not to be the case.

3.1.5 The amount of capital resources allocated to Private Sector Housing Grant (PSHG) is £1.033m per annum. This amount has remained at the same level since 2016-17. The settlement from the Scottish Government includes an allocation of £0.941m for Private Sector Housing therefore £0.092m less each year than what is currently built in to the budget position. To reduce the allocation by £0.092m each year would result in a saving of £0.276m across the

three year capital programme. Members may wish to review the amount allocated to PSHG.

- 3.1.6 As part of the revision to the funding assumptions for the capital plan, a detailed review of anticipated capital receipts has been undertaken by Commercial Services. During 2023-24 the level of capital receipts has fallen below what was estimated which has an impact on the funding of the capital programme. However, adding on the anticipated capital receipts for 2026-27 there is an estimated overall increase in sales income across the capital programme of £0.499m. The estimated level of receipts will be kept under review as market conditions change, as will values following due diligence undertaken by prospective purchasers on the condition of asset. The assets to be disposed of are listed in Appendix 1.
- 3.1.7 The restricted capital funding of £5.122m is noted within Appendix 2. This relates to income which is restricted to specific projects and has been matched with expenditure against the project, thereby showing the gross cost of the project.
- 3.1.8 Included in the funding table below is prudential borrowing in relation to the Harbour Investment Programme. The Council is currently working to a ten year asset management plan for Piers and Harbours which is being funded through prudential borrowing utilising a fee increase over and above inflation to pay for the loan charges incurred.
- 3.1.9 There is also funding from the loans fund review, earmarked reserves, COVID-19 funding and previously agreed additional funding allocations made.
- 3.1.10 The estimated capital funding to 2026-27 is set out in the table below.

	2023-24 £m	2024-25 £m	2025-26 £m	2026-27 £m	Total £000
General Capital Grant	9.569	9.569	9.569	8.678	37.385
Change to General Capital Grant - Post Budget 2023-24	0.047	0.046	0.046		0.139
Change to General Capital Grant - Post Budget 2024-25		-0.937	-0.937		-1.874
General Capital Grant Flooding Allocation	0.155	0.156	0.156	0.156	0.623
Specific Scottish Government Grants	0.376	0.379			0.755
Campbeltown Flood Scheme Allocation	5.424		0.618		6.042
Local Government Pay Deal	2.131				2.131
Additional Scottish Government Grants	5.879	0.364	0.391		6.634
Capital Grant - Area Control Accounts	0.051				0.051
Less Allocation to Private Sector Housing Grants	-1.033	-1.033	-1.033	-1.033	-4.132
Capital Receipts	0.484	0.750	0.750	0.400	2.384
Capital Receipts - Vehicles	0.027				0.027
Capital Receipts - HWD	1.000				1.000
Restricted Funding/Ring Fenced Capital Grant	1.485	2.553	0.084		4.122
Harbour Investment Programme	3.200	24.110	39.000	17.585	83.895

TIF - Borrowing paid from NDR	0.113	0.563			0.676
Prudential Borrowing/Borrowing supported by loans charges	3.276	17.004	1.393		21.673
Additional Funding from Revenue	0.142				0.142
Funded by Reserves	1.009	2.296	0.191		3.496
Loans Fund Review	2.694	1.331	0.000		4.025
COVID Funding	0.095	0.558	0.279		0.932
Unallocated General Fund	7.759	1.042	0.000		8.801
Service Concessions	4.772	4.816	0.550		10.138
Funding Consistent with Revenue Budget	48.655	63.567	51.057	25.786	189.065

3.2 Summary of Capital Plan reported as at 31 December 2023

3.2.1 The capital plan included in the December capital monitoring is summarised in the table below:

	2023-24 £m	2024-25 £m	2025-26 £m	2026-27 £m	Total £m
Executive Director - Douglas Hendry:					
Education	6.037	5.006	3.521	0.000	14.564
Facility Services - Shared Offices	1.910	3.343	0.977	0.000	6.230
Major Projects/CHORD	8.989	2.461	0.105	0.000	11.555
Executive Director - Kirsty Flanagan:					
ICT	1.474	1.593	1.221	0.000	4.288
Roads and Infrastructure	24.731	46.640	44.028	17.623	133.022
Development and Economic Growth	3.424	2.653	0.000	0.000	6.077
Health and Social Care Partnership	0.972	2.085	0.477	0.000	3.534
Live Argyll	1.084	0.636	0.427	0.000	2.147
Total	48.621	64.417	50.756	17.623	181.417

3.3 Proposed Revisions to Capital Plan

3.3.1 As part of the capital planning process, departments reviewed the approved capital plan in terms of the timing and cost of projects and updated the Priority Investment Plans (PIPs) accordingly.

3.3.2 The main adjustments reflect:

- Adding in a further year of flood prevention funding which is now £0.156m (2024-25 and 2025-26 allocations need to be increased by £0.001m).
- The inclusion of new funding for Cycling Walking Safer Streets totalling £0.379m.
- The inclusion of new funding for Community Bus Fund in 2023-24 of £0.233m.

- The inclusion of new funding for Nature Restoration Fund in 2023-24 of £0.489m.

All of these amounts above result in additional funding and additional expenditure so has no overall impact to the budget gap.

- 3.3.3 Other amendments include re-profiling of anticipated expenditure across the programme. The revisions are summarised in the table below.

	2023-24 £m	2024-25 £m	2025-26 £m	2026-27 £m	Total £m
Executive Director - Douglas Hendry:					
Education	0.000	0.000	0.000	0.000	0.000
Facility Services - Shared Offices	0.000	0.000	0.000	0.000	0.000
Major Projects/CHORD	0.000	0.000	0.000	0.000	0.000
Executive Director - Kirsty Flanagan:					
ICT	0.000	0.000	0.000	0.000	0.000
Roads and Infrastructure	0.233	0.001	0.001	0.156	0.391
Development and Economic Growth	0.489	0.379	0.000	0.000	0.868
Health and Social Care Partnership	0.000	0.000	0.000	0.000	0.000
Live Argyll	0.000	0.000	0.000	0.000	0.000
	0.722	0.380	0.001	0.156	1.259

3.4 Proposed Block Allocations 2026-27

3.4.1 The block allocation to Services for 2026-27 is based on the General Capital Grant award for 2024-25 of £8.834m less the flooding allocation of £0.156m and adjusted to remove the PSHG allocation of £1.033m leaving a block allocation available to spend on capital projects of £7.645m.

3.4.2 The block allocation is allocated to services based on a proportionate percentage basis. Services have each prepared PIPs in which they outline the projects they would propose to spend their block allocation on.

3.5 Cost Pressures and Risks

3.5.1 As capital projects are based on cost estimates at a point in time, there is always a risk they will cost more than originally planned, particularly where there has been project delays. Where there are major change projects there is a high likelihood of the project requiring more budget than is currently in the capital programme which has been emphasised over the last three years with projects still catching up from the impact of COVID-19.

3.5.2 Although the direct impact of COVID on most local services has reduced or even ceased altogether over the last 12 months, COVID-19 in conjunction with

the UK exit from the European Union and the Russian invasion of Ukraine, continues to affect worldwide supply chains. This has the impact of reducing the availability of supplies and materials resulting in cost increases through a combination of higher prices and longer materials delivery lead times.

In recent years additional funding of £10.803m has been allocated to the capital programme for this purpose which has mitigated the impact to date however, as detailed in the table below, £2.703m remains unallocated to projects facing inflationary pressures.

Funding for Capital Inflationary Pressures	£m
COVID-19 Funding	0.257
February 2021 Budget Meeting - Capital Cost Pressures	4.646
February 2022 Budget Meeting - Capital Cost Pressures	3.900
February 2023 Budget Meeting - Capital Cost Pressures	2.000
Total Additional Funding Allocated to Capital	10.803
Allocated to Projects within Capital Programme	(5.779)
Committed for future years	(2.321)
Balance Remaining	2.703

- 3.5.3 At the budget meeting in February 2023 additional funding was allocated to Rothesay Pavilion which will allow the project to progress towards success by supporting completion of Stage 1. This stage of the project is currently on time and to budget. At February 2023, the costs to complete stages 2 and 3 were £13.1m. These estimates were based on January 2023 prices and were not market tested at that point. Policy and Resources Committee subsequently endorsed £9m of Rural Growth Deal Funding to be used for Rothesay Pavilion which would leave a gap of £4.1m. However, current estimates to complete stages 2 and 3 are now £20.125m, therefore increasing the gap from £4.125m to £11.559m. Existing funders may contribute circa £2.7m which would reduce the gap to £8.859m, however, this funding is not certain. It should also be noted that these figures will not be certain until after the tender exercise is complete on 26 April.
- 3.5.4 The Councils bid to the Scottish Government's Learning Estate Investment Programme (LEIP) for funding for a new school campus on Mull was successful. While this is good news and will provide welcome investment in the school estate it does come with a financial pressure that will require to be funded if the project is to proceed. The Scottish Government will fund up to 50% of eligible costs therefore the Council will be required to fund in excess of £20m. £9m of earmarked reserves were previously allocated for this project therefore leaving a pressure of circa £11m. Detail regarding this potential project is included in Appendix 4.
- 3.5.5 Surveys have been completed across the Council's Learning Estate in relation to Reinforced Autoclaved Aerated Concrete (RAAC) with only 1 building confirmed as having it present with steps underway for its removal. This will include a decant of the students for approximately 9 months plus total removal and replacement of the roof during 2024. The estimated costs associated with this are £3m which will require additional funding.

- 3.5.6 As a result of a significant weather event on 7 October 2023, Argyll and Bute Council activated the Bellwin scheme in relation to the recovery costs associated with the incident. The funding from this scheme is welcomed however eligibility criteria of costs are restrictive. Capital expenditure does not qualify therefore any long term replacements to infrastructure such as bridges cannot be claimed through the scheme. Works to the value of £3.248m have been identified in the short term with future long term works costing circa £1.1m being identified, both will require capital funding.
- 3.5.7 The Capital Programme has been structured to address the majority of the Council's high risk assets. In 2024-25, service asset managers will develop business cases and plans to tackle the other high risk assets which are not addressed by projects within the Capital Programme for 2024-25 to 2026-27.

3.6 Comparison of Revised Plan to Estimated Capital Funding

- 3.6.1 The capital plan as at 31 December 2023, including the new block allocation for 2026-27, has been compared to the estimated funding (noted in section 3.1).

	2023-24 £m	2024-25 £m	2025-26 £m	2026-27 £m	Total £m
Capital Plan as at December 2023	48.621	64.417	50.756	17.623	181.417
Proposed revisions to capital plan	0.722	0.380	0.001	0.156	1.259
Estimated future years block allocation				7.645	7.645
Projected overspend as at December 2023	0.024	0.458	0.000	0.338	0.820
Total Revised Plan	49.367	65.255	50.757	25.762	191.141
Total Revised Funding	48.655	63.567	51.057	25.786	189.065
Total Surplus / (Gap)	(0.712)	(1.688)	0.300	0.024	(2.076)

- 3.6.2 The total gap currently within the capital programme to 2026-27 is £2.076m. Various elements contribute to this gap as summarised in the table below. After adjusting for the cost pressures identified within section 3.5.1 of this report, the total gap within the capital programme is £29.843m, see table below.

Summary	Detail	£m
Projected overspend as at 31 December 2023	As reported in December Capital monitoring report there is an anticipated overspend of £0.820m in the Capital Plan. This is made up of Campbeltown Flood Scheme (£0.710m) and Waste POPs Infrastructure (£0.110m).	(0.820)
2024-25 Capital Grant	Funding adjustment due to reduction in General Capital Grant received for 2024-25.	(0.891)
2025-26 Capital Grant	Capital grant was estimated at the same level as the 2023-24 reduced settlement however there has been a decrease in the 2024-25 settlement.	(0.891)

Capital Receipts Adjustments within existing programme	Additional capital receipts for year 3 of the programme.	0.499
Vehicle Sales	Vehicle Sales as at December 2023 have been received totalling £0.027m which were not previously built into the funding.	0.027
Total Surplus / (Gap) prior Cost Pressures		(2.076)
Cost Pressure	The removal of RAAC from 1 school within Councils Learning Estate as detailed in paragraph 3.5.5.	(3.000)
Cost Pressure	The additional costs associated with the weather incident in October 2023 which are not covered by the Bellwin Scheme as detailed in paragraph 3.5.6.	(4.348)
Cost Pressure	Stage 2 and 3 of Rothesay Pavilion assuming funding will be received from external bodies and that costs will not rise as part of tender exercise as detailed in paragraph 3.5.3.	(8.859)
Other Potential Pressures	Council contribution to new school campus funded through LEIP as detailed in paragraph 3.5.4.	(11.560)
Remaining Surplus / (Gap)		(29.843)

3.6.3 Council should give consideration as to how to fund the £29.843m gap within the capital programme. It should be noted that this gap assumes that external funders will provide £2.7m in additional funding towards the completion of Rothesay Pavilion.

3.7 Funding Options Identified to reduce gap and address pressures

3.7.1 The following are options Members may wish to consider to help bridge the gap in the capital programme:

Remove LEIP and undertake refurbishment works with the £9m earmarking already set aside	11.560
Use some of one-off Strathclyde Pension Fund Gain	2.000
Use some Crown Estate Allocation from 24-25 and 25-26	2.000
Earmarked Reserves released to the General Fund (refer to Reserves and Balances report within budget pack for detail)	2.212
Use Asset Management Fund	2.070
Use Capital Contract Increases towards Forecast Overspend	0.820
Total Funding Options	20.662

This would still leave a gap of £9.181m that will require additional funding.

3.7.2 Further funds that may be considered are noted in the table below.

Use Capital Contract Increases remaining balance	1.883
Priority Investment Fund	6.150
Pension Fund Gain Remaining Balance	3.750
Total Funds	11.783

Note that the utilisation of the £1.883m balance for capital contract increases should be done with caution as projects continue to see substantial price increases since initial tenders were undertaken. The removal of this Fund could result in existing projects no longer being able to reach completion.

- 3.7.3 A further option is that the PSHG allocation could be reduced to match the actual funding received from the Scottish Government which would generate a saving of £0.276m across three years.
- 3.7.4 Borrowing could be taken out to cover the gap in the programme however this creates a revenue cost. Every £1m of borrowing for the capital programme creates a revenue pressure of circa £0.064m on average per annum.

3.8 Updated Capital Plan

- 3.8.1 The table below shows a summary of the updated capital plan and further detail is contained within Appendix 3. This excludes the anticipated shortfalls and cost pressures identified as these are subject to Member approval.

	2023-24 £m	2024-25 £m	2025-26 £m	2026-27 £m	Total £m
Executive Director - Douglas Hendry:					
Education	6.037	5.006	3.521	1.988	16.552
Facility Services - Shared Offices	1.910	3.343	0.977	0.382	6.612
Major Projects/CHORD	8.989	2.461	0.105	0.000	11.555
Executive Director - Kirsty Flanagan:					
ICT	1.474	1.593	1.221	0.688	4.976
Roads and Infrastructure	24.988	47.099	44.029	21.940	138.056
Development and Economic Growth	3.913	3.032	0.000	0.000	6.945
Health and Social Care Partnership	0.972	2.085	0.477	0.382	3.916
Live Argyll	1.084	0.636	0.427	0.382	2.529
Total	49.367	65.255	50.757	25.762	191.141

4. CONCLUSION

- 4.1 The capital plan funding assumptions have been updated, the plan extended for a further year and block allocations allocated to services for the additional year. Taking into consideration the current capital programme and cost pressures there is a reported gap of £29.843m. If borrowing was taken out to fund this gap every £1m of borrowing for the capital programme creates a revenue pressure of circa £0.064m on average per annum.
- 4.2 The capital programme faces other significant pressures in the years beyond 2024-25 with the key areas highlighted within section 3.5 of this report. Consideration should also be given as to how these can be funded and the further pressures highlighted within the PIPs.

- 4.3 Estimated funding for the 2026-27 capital programme has been based on the General Capital Grant received in 2024-25. The Scottish Government has previously confirmed that the indicative General Capital Grant settlements up to 2025-26 will remain constant at the same level as the 2021-22 settlement however the reduction in 2024-25 has proved this is not the case.

5. IMPLICATIONS

- 5.1 Policy – Sets out the approach to capital planning.
- 5.2 Financial – Outlines the funding and commitments for the capital plan 2024-27.
- 5.3 Legal - The funding for new expenditure may not address all the Statutory and Regulatory requirements in relation to Health and safety.
- 5.4 HR - There are risks that the funding available will have an impact on the sustainability of the Property Design Team and the design team within Roads and Amenity Services.
- 5.5 Fairer Scotland Duty – None.
- 5.5.1 Equalities – None.
- 5.5.2 Socio-Economic Duty – None.
- 5.5.3 Islands Duty – None.
- 5.6 Climate Change – The Council is committed to addressing climate change and reviews of how Services are delivered is ongoing within the available budget resources.
- 5.7 Risk - There are risks around level of capital receipts which could result in red risk assets not being addressed.
- 5.8 Customer Service – None.
- 5.9 The Rights of the Child (UNCRC) - None

Kirsty Flanagan
Executive Director/Section 95 Officer
6 February 2024

Councillor Gary Mulvaney - Policy Lead for Finance and Commercial Services

APPENDICES:

- Appendix 1 - Proposed Asset Disposals
- Appendix 2 - Restricted Funding
- Appendix 3 - Proposed Capital Plan 2024-27
- Appendix 4 – LEIP

For further information please contact Anne Blue, Head of Financial Services
anne.blue@argyll-bute.gov.uk

Appendix 1 - Proposed Asset Disposals

Property
Glencreran Schoolhouse
Land at Former Police Station, Garelochhead
Site of former Cowal Teacher's Centre, Sandbank
Ground at Baliscate Roads Depot
Ashfield Primary School
Bridge of Orchy School
Auchenlochan access
Shop, 3 Montague Street
Ground at 26B Hillfoot Street
Area of ground adjoining Pier House Fionnphort, Isle of Mull
Land at Broom Road,
Ardchonnell Primary School
Former Girl Guide Hut, Dunclutha Lane
Former Erray Road Depot
Former Registrar Office, Witchburn Road
Witchburn Road site, former Finance Office
Ground at 125 Frederick Street
Former Appin Roads Depot
Blairvadach site, Shandon, Helensburgh (Phase 2)
Dunclutha Children's Home
Site behind former Lochgilphead High School (site 2)
Former Lochgilphead Primary School

Appendix 2 - Restricted Funding

	2023-24 £m	2024-25 £m	2025-26 £m	Total £m
Education				
Scottish Government Island Funding - Tigh Na Rhuda	0.000	0.000	0.050	0.050
Education Total	0.000	0.000	0.050	0.050
Roads & Infrastructure Services				
STTS	0.387	0.000	0.000	0.387
Rural Growth Deal - Public Convenience Upgrades	0.200	0.000	0.000	0.200
Roads & Infrastructure Services Total	0.587	0.000	0.000	0.587
Development & Economic Growth				
H&L Cycleways	0.150	0.000	0.000	0.150
SPT Cycleways	0.000	0.290	0.000	0.290
SPT Bus Infrastructure	0.000	0.025	0.000	0.025
Coastal Communities Funding (Crown Estate)	0.605	0.000	0.000	0.605
Rural Growth Deal - RGD Projects	0.137	0.000	0.000	0.137
Rural Growth Deal - Dunoon STEM Hub	0.000	1.750	0.000	1.750
Waitrose Section 75 - RGD - Clyde Engineering	0.025	0.000	0.000	0.025
Scottish Island Fund - Tobermory Rails Phase 2	0.250	0.000	0.000	0.250
Development & Economic Growth Total	1.167	2.065	0.000	3.232
Major Projects				
Helensburgh Waterfront Development	1.000	0.000	0.000	1.000
Kilmory Business Park	-0.522	0.488	0.034	0.000
Rothesay Pavillion	0.253	0.000	0.000	0.253
Major Projects Total	0.731	0.488	0.034	1.253
TOTAL FUNDING	2.485	2.553	0.084	5.122

CAPITAL PLAN 2023 - 2027
Overall Summary

APPENDIX 3

Service	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total
Education	6,037	5,006	3,521	1,988	16,552
Shared Offices	1,910	3,343	977	382	6,612
ICT	1,474	1,593	1,221	688	4,976
RIS	24,988	47,099	44,029	21,940	138,056
DEG	3,913	3,032	0	0	6,945
HSCP	972	2,085	477	382	3,916
Live Argyll	1,084	636	427	382	2,529
CHORD	8,989	2,461	105	0	11,555
Overall Total	49,367	65,255	50,757	25,762	191,141

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Asset Sustainability	Education	Asbestos Control/Removal Works	7	0	0	0	7
		Block Allocation - Education	216	866	520	1,988	3,590
		Digital Inclusion 20-21	9	0	0	0	9
		Free School Meals	379	900	1,495	0	2,774
		Homeless Houses - Housing Quality Standard	1	0	0	0	1
		Internal Refurbishment Budget	7	0	0	0	7
		Primary Schools	3,370	2,420	1,280	0	7,070
		School Houses - Housing Quality Standard	13	0	0	0	13
Asset Sustainability Total			4,854	5,006	3,521	1,988	15,369
Service Development	Education	Bowmore Primary School - Gaelic Medium Grant	38	0	0	0	38
		CO2 Monitoring - Covid Mitigation in Schools	113	0	0	0	113
		Early Learning and Childcare - 1140 Hours	320	0	0	0	320
Service Development Total			471	0	0	0	471
Strategic Change	Education	Campbeltown Schools Redevelopment	38	0	0	0	38
		Dunoon Primary School	234	0	0	0	234
		Kirn Primary School	34	0	0	0	34
		Replacement of Oban High School	406	0	0	0	406
Strategic Change Total			712	0	0	0	712
Overall Total			6,037	5,006	3,521	1,988	16,552

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Asset Sustainability	Shared Offices	Argyll House, Dunoon	9	0	0	0	9
		Asbestos Capital Property Works	51	0	0	0	51
		Block Allocation	152	298	427	382	1,259
		Bowmore Area Office	76	0	0	0	76
		Burnett Building	3	107	0	0	110
		Capital Property Works	38	0	0	0	38
		Fire Risk Assessment Works	14	0	0	0	14
		Helensburgh and Lomond Civic Centre - Emergency Heating Pipew	130	0	0	0	130
		Hill Street Dunoon Rewire	33	0	0	0	33
		Kilmory Castle	0	1,409	0	0	1,409
		Legionella Control Works	144	0	0	0	144
		Manse Brae Roads Office	2	0	0	0	2
Our Modern Workspace	683	480	0	0	1,163		
Asset Sustainability Total			1,335	2,294	427	382	4,438
Strategic Change	Shared Offices	Campbeltown Office Rationalisation	1	0	0	0	1
		Clean Energy - NDEEF1	224	143	0	0	367
		Clean Energy - NDEEF2	50	540	550	0	1,140
		Helensburgh Office Rationalisation (FPB,REC)	300	0	0	0	300
		Net Zero	0	366	0	0	366
Strategic Change Total			575	1,049	550	0	2,174
Overall Total			1,910	3,343	977	382	6,612

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Strategic Change	CHORD	CHORD - Dunoon	27	0	0	0	27
		CHORD - Helensburgh -Public Realm Imprv	28	0	0	0	28
		CHORD - Oban	626	0	0	0	626
		CHORD - Rothesay	6,737	1,973	71	0	8,781
		Helensburgh Waterfront Development	977	0	0	0	977
		HWD - FFE	34	0	0	0	34
		Kilmory Business Park Phase 2AA	560	488	34	0	1,082
Strategic Change Total			8,989	2,461	105	0	11,555
Overall Total			8,989	2,461	105	0	11,555

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Asset Sustainability	ICT	Block Allocation - ICT	0	132	0	688	820
		PC Replacement	518	648	669	0	1,835
		Server Sustainability	352	425	400	0	1,177
		Telecomms Network	256	72	152	0	480
Asset Sustainability Total		1,126	1,277	1,221	688	4,312	
Service Development	ICT	Applications Projects	348	316	0	0	664
Service Development Total			348	316	0	0	664
Overall Total			1,474	1,593	1,221	688	4,976

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Asset Sustainability	RIS	Block Allocation	0	0	4,268	3,823	8,091
		Bridge Strengthening	373	1,313	0	0	1,686
		Bute Sea Wall Repairs	59	621	0	0	680
		Coastal Change Adaptation	41	246	0	0	287
		Coastal Protection	6	193	0	0	199
		Environmental Projects	200	821	0	0	1,021
		EV Quick Chargers	62	0	0	0	62
		Footway Improvements	450	300	0	0	750
		Glengorm - Cell and Transfer Station (PB)	89	0	0	0	89
		Helensburgh CHORD - Signage etc	10	0	0	0	10
		Helensburgh Flood Mitigation	1	427	0	0	428
		Investment in Active Travel	189	200	0	0	389
		Lighting	440	600	0	0	1,040
		Local Bridge Maintenance Fund	173	4,827	203	0	5,203
		Play Park Renewal	0	547	391	0	938
		Public Convenience Upgrades	282	0	0	0	282
		Roads Reconstruction	7,419	8,000	0	0	15,419
		Roads Reconstruction - Helensburgh CHORD	47	0	0	0	47
		Roads Reconstruction - Oban CHORD	3	0	0	0	3
		Tobermory Car Park	96	0	0	0	96
Asset Sustainability Total			9,940	18,095	4,862	3,823	36,720
Service Development	RIS	Fleet Management	325	1,180	0	0	1,505
		Fleet Management - Prudential Borrowing	1,941	246	0	0	2,187
		Lismore Ferry Replacement	15	20	0	0	35
		Lochgilphead Depot Rationalisation	33	0	0	0	33
		Oban Depot Development	9	0	0	0	9
		Preliminary design for Regional Transport projects (tif)	16	0	0	0	16
Service Development Total			2,339	1,446	0	0	3,785
Strategic Change	RIS	Harbour Investment Programme PB	3,200	24,110	39,000	17,585	83,895
		Street Lighting LED Replacement	61	613	0	0	674
Strategic Change Total			3,261	24,723	39,000	17,585	84,569
Overall Total			15,540	44,264	43,862	21,408	125,074

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Service Development	DEG	Ardrishaig North Active Travel	112	13	0	0	125
		Cycleways - H&L (FSPT)	300	290	0	0	590
		Dunoon Cycle Bothy	292	12	0	0	304
		Dunoon STEM Hub	713	1,750	0	0	2,463
		Gibraltar Street Public Realm Improvements	222	0	0	0	222
		Helensburgh Public Realm - Arts Strategy Fund	50	0	0	0	50
		Hermitage Park	26	0	0	0	26
		Rural Growth Deal	162	0	0	0	162
		SPT - bus infrastructure	0	25	0	0	25
		Town Centre Funds	718	0	0	0	718
Service Development Total			2,595	2,090	0	0	4,685
Strategic Change	DEG	01 TIF - Lorn/Kirk Road	1	0	0	0	1
		09 TIF - Oban Airport Business Park	56	45	0	0	101
		TIF - Halfway House Roundabout	56	518	0	0	574
Strategic Change Total			113	563	0	0	676
Overall Total			2,708	2,653	0	0	5,361

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Asset Sustainability	HSCP	Ardfenaig	27	0	0	0	27
		Block Allocation	0	1,058	184	382	1,624
		Capital Property Works	79	0	0	0	79
		Digitalising telecare	100	0	0	0	100
		East King Street Childrens Home	58	0	0	0	58
		Glencruitten Hostel	81	36	143	0	260
		Gortonvogie	1	0	0	0	1
		Greenwood/Woodlands	216	0	0	0	216
		Lochgilphead Resource Centre	16	0	0	0	16
		Shellach View	144	0	0	0	144
		Struan Lodge Boiler	59	0	0	0	59
		Tigh An Rudha HFE	109	991	150	0	1,250
		Tobermory Top Flat	28	0	0	0	28
Asset Sustainability Total			918	2,085	477	382	3,862
Service Development	HSCP	Dunclutha Childrens Home	54	0	0	0	54
Service Development Total			54	0	0	0	54
Overall Total			972	2,085	477	382	3,916

Category	Service	Project	2023-24 £000s	2024-25 £000s	2025-26 £000s	2026-27 £000s	Total £000s
Asset Sustainability	Live Argyll	Aqualibrium	343	48	40	0	431
		Capital Property Works	52	317	213	382	964
		Corran Halls Gaelic Centre	113	46	84	0	243
		Kintyre Community Education Centre - Lift Shaft Refurbishment	2	0	0	0	2
		Lochgilphead Community Ed Centre	122	200	40	0	362
		Lochgilphead Library Relocation	14	0	0	0	14
		Riverside Leisure Centre - Health Suite Upgrade	204	0	0	0	204
		Riverside Leisure Centre - Spa Pool Upgrade	17	0	0	0	17
		Rothesay Swimming Pool	40	25	50	0	115
		The Moat Centre	77	0	0	0	77
Victoria Halls, Helensburgh	78	0	0	0	78		
Asset Sustainability Total			1,062	636	427	382	2,507
Service Development	Live Argyll	Riverside Leisure Centre Refurbishment	1	0	0	0	1
Service Development Total			1	0	0	0	1
Strategic Change	Live Argyll	Carbon Management	21	0	0	0	21
Strategic Change Total			21	0	0	0	21
Overall Total			1,084	636	427	382	2,529

ARGYLL AND BUTE COUNCIL**COUNCIL BUDGET****COMMERCIAL SERVICES /
EDUCATION / FINANCE****22nd FEBRUARY 2024**

Learning Estate Investment Programme (LEIP) – Mull Campus Update

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to update Committee on the Council's Learning Estate Investment Programme (LEIP) project to deliver a New Campus on Mull. Mull was chosen to be the Council's sole bid to LEIP and priority for strategic investment due to being the only secondary school in our region to be graded as 'Poor' in terms of learning suitability.
- 1.2 The successful LEIP announcement was made on 30th October, approximately a year later than the Scottish Government (SG) had originally outlined that they would make a decision. Since the announcement the project delivery team have been re-mobilised to commence the initial stages of the project and respond to the SG offer of LEIP funding.
- 1.3 This report provides an update in terms of the project and importantly the new financial environment and economic considerations that must be considered. Currently, there is no site selected for a new campus on Mull and extensive community engagement, design development and a full options appraisal would be required to progress with the project to an Outline or Full Business Case position. This would be an intensive pre-construction phase taking place during 2024 and most of 2025.
- 1.4 The project team have been working closely with Hub North and the Northern Alliance – who also supported the original bid. These organisations, jointly owned by the Council's (and other public sector partners) and private sectors, are responsible for working collaboratively and delivering community infrastructure in our region. This partnership is particularly relevant to LEIP given 5 of the 10 national projects have been earmarked for the 'North' and there are significant collaboration opportunities with working inter-authority with partners in Orkney, Moray, Shetland and Aberdeen City in developing our LEIP projects. A programme approach is currently being considered for these Council's to deliver efficiency in terms of design development, purchasing materials, economies of scale, contract labour and sharing best practices.
- 1.5 Even with regional collaboration, the delivery of a new campus on Mull will be one of the most significant projects in terms of cost and complexity the Council has delivered for many years. The funding offered by the SG is not a grant nor is it for the full cost of the building – it will cover **up to 50%** of eligible costs and SG will then offer financing for this sum over 25 years. This means the entire design, land acquisition (if required) and build costs will require to be met -up front - by the Council with up to 50% being recouped in coming years. Building modern schools to high digital and environmental standards comes at a cost

premium and this increases when island weighting is applied due to logistical challenges of getting labour and materials to site. Overall affordability of the project must be considered closely by Members and is referred to in this report.

- 1.6 Affordability of this project was a key consideration when the bid was submitted in October 2022 and at that point was already stretching upper tolerance levels. The updated cost plan and programme that has been worked on since the October 2023 announcement indicates that overall cost will have increased by around 10% and forecast opening of October 2028. Through a combination of the increased costs / timescales caused by the funding announcement, increased construction inflation, worse than anticipated budget settlement and other capital budget pressures Officers are of the view that the project would only remain affordable if Members are prepared to take hard decisions to reduce other Council areas of capital and / or revenue spend.
- 1.7 It is acknowledged if a decision is taken to not proceed with the LEIP Project this would be disappointing for many on Mull and surrounding islands however as an alternative, a package of significant upgrading works to the existing Tobermory Primary and High School would be required. These would be funded from the £9m previously earmarked for LEIP and works are likely to include:

A. Works to enhance Building Fabric improving condition and prolonging life of the asset

- a. Partial re-roof
- b. Roughcast improvements
- c. Solar Panels and energy efficiency works
- d. Drainage works
- e. Partial rewire
- f. LED Lighting
- g. Ventilation upgrades
- h. Address remedial damp areas

B. Minimum works to enhance learning and teaching spaces to improve suitability

- a. Partial redecorations in areas
- b. Additional Support Needs (ASN) upgrades
- c. Home economics lab refurbishment
- d. Science Lab refurbishment
- e. Technical lab refurbishment
- f. External landscaping for social / learning space

2.0 RECOMMENDATION

As per the recommendations in the Introductory Report of Budget Pack, the Council are recommended to:-

- 2.1.1 Note the successful award of a major bid funding bid;
- 2.1.2 Note the funding provided by Scottish Government is not a capital grant for full cost of project – in summary SG will provide **up to 50%** of eligible

costs over a 25 year period following completion. The Council will require to pay the total cost up front;

- 2.1.3 Note due to the 1 year time delay of LEIP announcement the requirement to open the new Campus by December 2027 (which was the original timescale) cannot be met – now forecast for October 2028 at earliest;
- 2.1.4 Note the updated timescale programme forecast as outlined at **Appendix A + B**;
- 2.1.5 Consider overall affordability of project as outlined at **Appendix C** and determine whether:

(A) Proceed with the LEIP Project in the knowledge that Members will be required to take hard decisions to reduce other Council areas of capital and / or revenue spend, in future revenue budgets / capital programmes.

Or

(B) Not to proceed with the current LEIP Project based on current capital affordability considerations and as an alternative deliver a programme of significant building fabric upgrade works to (a) prolong the operational life and (b) enhance learning and teaching spaces of the existing school buildings (Primary and Secondary) at Tobermory using £9m of previously earmarked funds.

ARGYLL AND BUTE COUNCIL**COUNCIL BUDGET****COMMERCIAL SERVICES /
EDUCATION / FINANCE****22nd FEBRUARY 2024**

Learning Estate Investment Programme (LEIP) – Mull Campus Update

3.0 INTRODUCTION

- 3.1 In June 2022 the Scottish Government (SG) invited bids from Local Authorities for funding from their Learning Estate Investment Programme (Phase 3). This is the SG main investment programme for improving education buildings and there is unlikely to be any new funding in the lifetime of this current government.
- 3.2 Argyll and Bute Learning Estate Strategy identified Tobermory High School as its number one priority to pursue strategic change / investment and submitted a bid for A New Campus on Mull on 31 October 2022. The school in its current condition is lowest scoring of all secondary schools in terms of its suitability to provide modern learning facilities. Investment – LEIP or otherwise is required for this school.
- 3.3 The Mull bid was one of thirty-six (36) made by other Local Authorities across Scotland. The announcement was received on 30 October 2023 confirming Mull was one of the ten successful bids investing approximately £400m in the Learning Estate across the country. Other successful island bidders included Orkney and Shetland.

4.0 RECOMMENDATION

As per the recommendations in the Introductory Report of Budget Pack, the Council are recommended to:-

- 4.1.1 Note the successful award of a major bid funding bid;
- 4.1.2 Note the funding provided by Scottish Government is not a capital grant for full cost of project – in summary SG will provide **up to 50%** of eligible costs over a 25 year period following completion. The Council will require to pay the total cost up front;
- 4.1.3 Note due to the 1year time delay of LEIP announcement the requirement to open the new Campus by December 2027 (which was the original timescale) cannot be met – now forecast for October 2028 at earliest;
- 4.1.4 Note the updated timescale programme forecast as outlined at **Appendix A + B**;

4.1.5 Consider overall affordability of project as outlined at **Appendix C** and determine whether:

(A) Proceed with the LEIP Project in the knowledge that Members will be required to take hard decisions to reduce other Council areas of capital and / or revenue spend, in future revenue budgets / capital programmes.

Or

(B) Not to proceed with the current LEIP Project based on current capital affordability considerations and as an alternative deliver a programme of significant building fabric upgrade works to (a) prolong the operational life and (b) enhance learning and teaching spaces of the existing school buildings (Primary and Secondary) at Tobermory using £9m of previously earmarked funds.

5.0 DETAIL

5.1 Since the LEIP announcement of 30th October the Council have been moving at pace to mobilise the Project Delivery Team and update the project details and forecasts. Consideration needs to be given to the following:-

A – Conditions of funding

5.2 Unlike previous and other funding delivery models, LEIP is not a grant nor does it address total cost of a project. The LEIP funding will cover **up to 50%** of eligible costs and SG will then offer financing for this sum over 25 years. This means the entire design, land acquisition (if required) and build costs will require to be met -up front - by the Council with up to 50% being recouped in coming years. Building modern schools to high digital and environmental standards comes at a cost premium and this increases when island weighting is applied due to logistical challenges of getting labour and materials to site. Overall affordability of the project must be considered closely by Members and is referred to in this report at Section C. Given the nature of the LEIP funding structure, this will be one of highest value projects the Council has ever delivered in terms of up-front costs so strong commitment to the project and its resourcing is required.

5.3 The LEIP funding model is also predicated on achieving a number of quality, environmental, space, function and condition standards. In effect, this will create a high standard of building that should be sustainable and flexible – this is a higher benchmark standard to any new buildings (including schools) the Council has delivered in recent years. Ensuring the buildings are digitally enabled and support local economic development is also encouraged. The full list of conditions is as follows:-

- Internal Environmental Quality (suitable internal environment for building users is vital for their health, wellbeing and learning).
- Internal Monitoring (use of sensors to ensure the highest quality internal environment is delivered as a response to Covid 19 in terms of ventilation and CO2 levels)

- Zero Emissions Heating
- Electrical Vehicle Charging
- Healthier Learning Environments
- Infrastructure Technology

Scottish Government (SG) funding will be available through the Outcomes Based Funding (OBF) model. The outcomes include:

- Condition - Local authorities must provide evidence, through their annual returns that the facility is kept in condition A or B for a period of 25 years.
- Energy Efficiency
- Digitally Enabled Learning
- Economic Growth
- Construction Embodied Carbon

- 5.4 It should be noted that not all costs are LEIP 'eligible'. It therefore needs to be considered during the design development phases and in context of overall affordability that spend on 'non-eligible' costs such as purchasing of land (if required), creation of non-learning space (for example Customer Contact Point) or Hostel would not be funded by LEIP and therefore would need to be met solely by Council or other funding source.
- 5.5 Despite the approx. 1-year delay on announcement of LEIP one of the core funding criteria has been to open the new campus to learners by the original December 2027 timeframe. The programme outlined in the Mull Campus bid was already ambitious and the additional announcement delay has added significant pressure to meet this timescales. Our updated Programme indicates that a Mull bid would now be unable to make this December 2027 timescale and now forecasting an opening of October 2028. This is a risk to the project but one the Government and Scottish Futures Trust have indicated they would be willing to have dialogue with Council's on their ability to adhere to this or other criteria.
- 5.6 The SG and Scottish Futures Trust (SFT) have also intimated that a project on Mull may be eligible for additional funding due to island locational factors. Whilst this additional '**locational uplift**' is not currently written into the conditions of funding or LEIP agreement they have confirmed there is precedent with other rural and island LEIP projects and it is likely these would be available to this project on Mull. Locational factors would cover the known additional costs that relate to construction in island or rural areas such as cost of raw materials, costs of labour, travel, extra build time, extreme weather and waste disposal. If successful in agreeing terms, the locational uplift would not cover the entire 'island weighting' factor but it would meet 50% of it. At present we forecast this locational uplift could be up to £3.5m (max) but this figure cannot be confirmed or accounted for in full until more detailed design work is completed due in 2025 and agreement with SG is reached at that time.

B- Programme

- 5.7 Given the approximate 1 year delay in funding announcement the team have updated the project delivery plan can be found at **Appendix A – Proposed Programme Business Case to Delivery** and **Appendix B – Tracker / Gant** with key milestones being as follows:-
- Q1/ Q2 2024 – Consultations begin (community / statutory)
 - Q2 2024 – Site Selection process begins
 - Q2 – 2025 – Design development, cost plan begins (RIBA Stage 2)
 - Q4 – 2025 – Planning, detailed cost, contracts to construct (RIBA Stage 4)
 - Q4 2026 to Q4 2028 – Construction
 - October 2028 new campus open
- 5.8 The Programme also includes the close and partnership working with Hub North and the Northern Alliance – who also supported the original bid. There is an agreed ‘Northern Programme Approach’ where there will be inter-authority collaboration with partners from Orkney Island Council, The Moray Council, Shetland Island Council and Aberdeen City Council in developing our LEIP projects. The Northern programme approach is currently being developed and anticipate working with these Council’s will deliver efficiency and good practice in terms of design development, purchasing materials, economies of scale, contract labour and sharing best practices. For example – joint commissioning of architectural is being looked at and input and purchasing of high value generic items like doors or windows.

C – Cost and affordability

- 5.9 Creating modern schools has traditionally been some of highest value projects the Council delivers. Building modern schools to high digital and environmental standards as required by LEIP comes at a cost premium and this increases when island weighting is applied due to logistical challenges of getting labour and materials to site. Overall affordability of the project must be considered closely by Members and is referred to in this report.
- 5.10 The full Council made an express decision to support the bid for LEIP at their meeting on 29 September 2022. This included commentary from the Council’s Section 95 Officer. Given the passage of time and updated financial landscape an update of this advice is contained at **Appendix C**.
- 5.11 Affordability of this project was a key consideration when the bid was submitted in October 2022 and at that point was already stretching upper tolerance levels. Following an update forecast in December 2023, **the total forecast project cost now sits at £39.12m**. It must also be noted that this £39.12m is a justified projection based on the information currently available and the timescales linking construction to inflation. The forecast price and proportion the Council will be responsible for funding will fluctuate depending on a number of material factors:-
- **What site is selected** – some sites may be more or less expensive to develop (eg is there power, water, rock, roads, peat)

- Is a **land** purchase or compulsory purchase required (SG wont fund land purchase)
 - **Design and function** of new campus – materials and variety of uses will influence cost and SG funding
 - Scottish Government funding is '**up to**' 50% of eligible costs (lower offer than 50% of total project cost may be made)
 - **Efficiencies** driven from Regional Programme Approach or Uplift in metrics from Scottish Government (additional funding) due to 'Locational Factors' – cannot quantify or account for these at this stage until detailed design completed
- 5.12 Notwithstanding these variable factors the £39.12m is a justified cost based on experience developing LEIP Projects across the Country plus addition of a 'island weighting' factor. The LEIP3 Projects in Orkney and Shetland that are similar in scope and stage to Mull, and both currently forecast over the £40m mark. It should therefore be considered this is the region of total cost and total outlay by our Council.
- 5.13 The recently updated cost plan and programme that has been worked on since the October 2023 announcement indicates that overall cost has increased by around 10% since the forecast provided at the time of the bid (1 year delay in announcement). Through a combination of the increased costs / timescales caused by the funding announcement, increased construction inflation, worse than anticipated budget settlement and other capital budget pressures Officers are of the view that the project would only remain affordable if Members prepared to take hard decisions to reduce other Council areas of capital and / or revenue spend.
- 5.14 Progressing to Outline Business Case or Full Business Case would require investment of several million pounds and require high degree of consultation and engagement with the community which if not progressed to construction would be abortive costs and unrealistically raise expectations.

D – Alternative Learning Estate Improvements

- 5.15 It is acknowledged if a decision is taken to not proceed with the LEIP Project this would be disappointing for many on Mull and surrounding islands however as an alternative a package of significant upgrading works to the existing Tobermory Primary and High School would be required. These would include:
- A. Works to enhance Building Fabric improving condition and prolonging life of the asset**
- a. Partial re-roof
 - b. Roughcast improvements
 - c. Solar Panels and energy efficiency works
 - d. Drainage works
 - e. Partial rewire
 - f. LED Lighting
 - g. Ventilation upgrades
 - h. Address remedial damp areas

AND

B. Minimum works to enhance learning and teaching spaces to improve suitability

- a. Partial redecorations in areas
- b. Additional Support Needs (ASN) upgrades
- c. Home economics lab refurbishment
- d. Science Lab refurbishment
- e. Technical lab refurbishment
- f. External landscaping for social / learning space

5.16 The value of this work will be in the region of £9m. These can be funded by existing earmarkings previously allocated for LEIP.

6.0 CONCLUSIONS

6.1 The successful bid for LEIP funding has been a welcomed opportunity to closely consider the development of new learning estate on Mull. The Council has a strong track record of building new schools over the past 15 years however for reasons set out in Para 1.6 above, the overall increased costs / timescales caused by the funding announcement, increased construction inflation, worse than anticipated budget settlement and other capital budget pressures Officers are of the view that the project would only remain affordable if Members are prepared to take hard decisions to reduce other Council areas of capital and / or revenue spend.

6th February 2024

For further information contact:

Policy Lead for Education – Councillor Yvonne McNeilly

Policy Lead for Commercial Services & Finance – Councillor Gary Mulvaney

Executive Director with Responsibility for Commercial Services & Education – Douglas Hendry

Executive Director for Financial Services + S95 Officer – Kirsty Flanagan

Head of Commercial Services – Ross McLaughlin

Head of Education and Lifelong Learning + Chief Education Officer – Jen Crocket

Head of Education – Learning and Teaching - Wendy Brownlie

Head of Financial Services – Anne Blue

Appendices

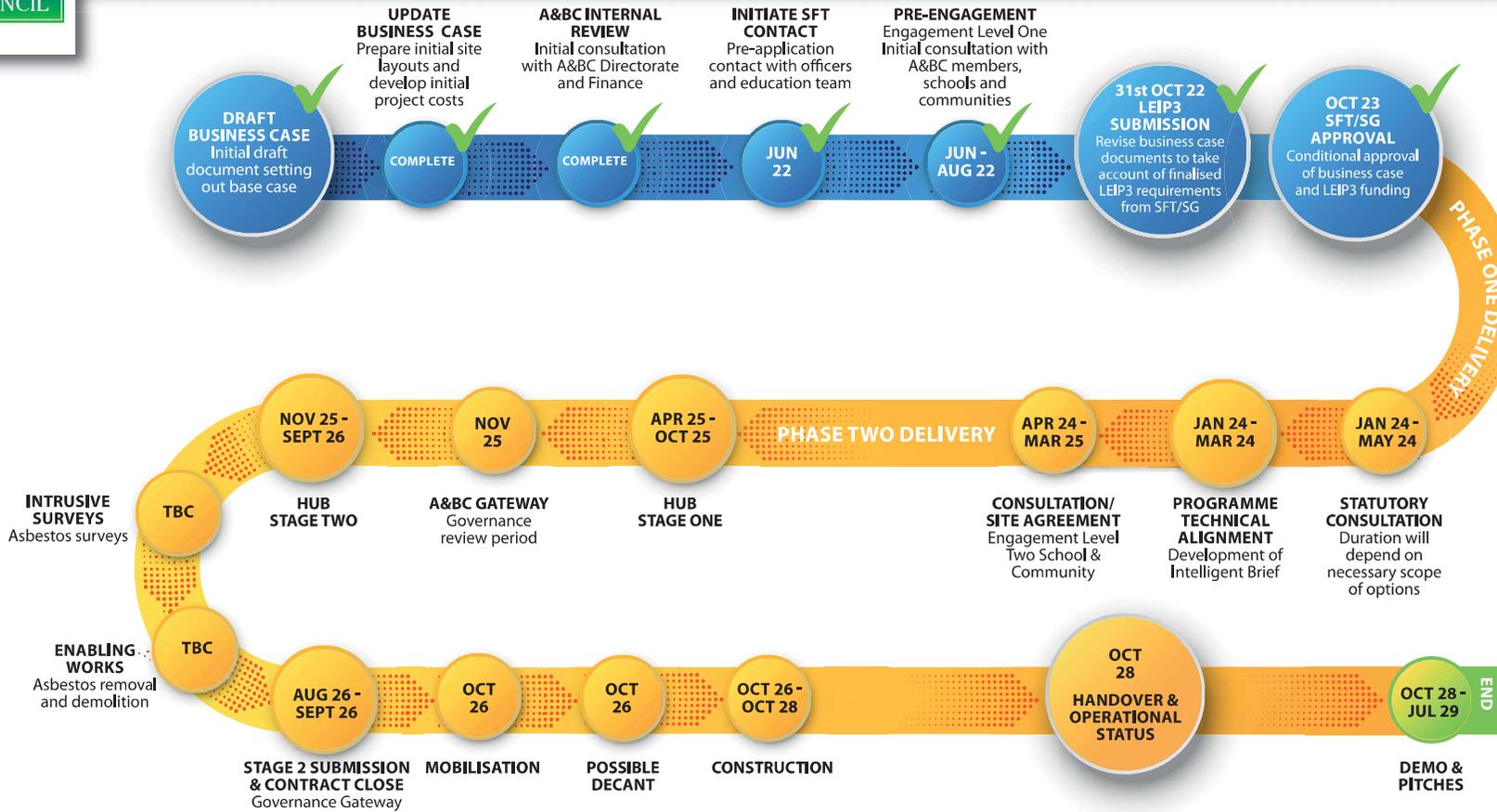
Appendix A – Proposed Programme Business Case to Delivery

Appendix B – Tracker / Gant Programme

Appendix C – Finance / Affordability Update

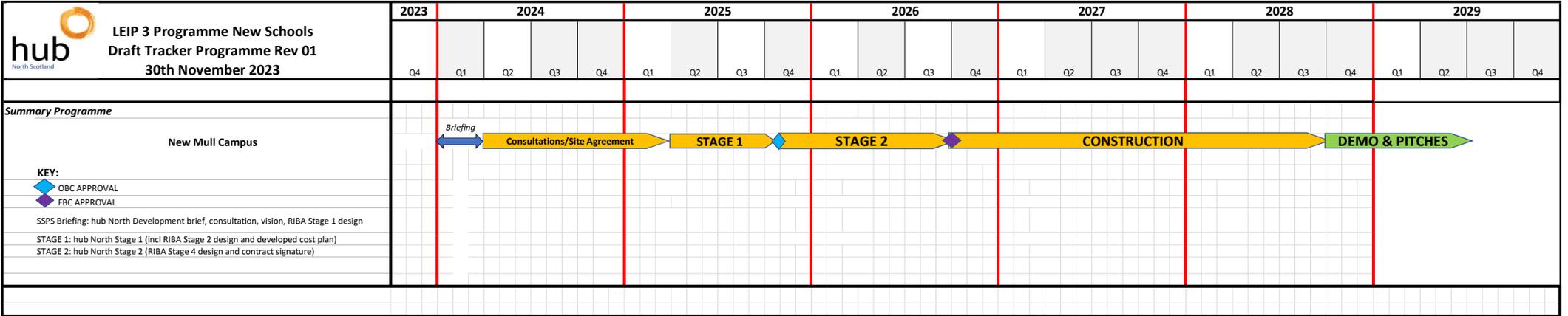
DELIVERY PROGRAMME UPDATE MULL COMMUNITY CAMPUS

BUSINESS CASE TO DELIVERY



PROJECT COST UPDATE	Description (Primary/ASN/HS/Campus)	Pupil Numbers	Site Description/acquired	Current Forecasted Cost*	Status
MULL COMMUNITY CAMPUS	Campus: To include ELC, Primary, Secondary, ASN and Argyll College	298	Preferred Site still to be determined. This programme is based on building on existing pitches and demolish existing facility; provision of hardstandings and 1 no grass pitch and 1 no 3G pitch, as this approach is likely to be the longest programme	£39.12m	Design Team procurement complete, recommendation due early Dec 23. Phase 1, 3 month briefing and alignment to commence Jan 24.

*excluding Authority direct below the line costs.



APPENDIX C

Financial and Budget Position

Part of the Council Report of 13 September 2022, requested agreement to move ahead with a bid to the Scottish Government LEIP funding programme to deliver a new Campus on Mull. The Council was advised on 30 October 2023, that the bid was successful. This fund would contribute up to 50% of the eligible costs of the project over a 25 year period, and the paper included a financial report at Appendix B.

The forecast cost of a new campus at that time was £35.5m, which did not include any land purchase costs, if required. Table below shows funding options presented at that time as well as an updated position:

	Original Option A £000	Original Option B £000	Updated Position £000	Assumptions
Cost of Construction*	35,500	35,500	39,120	As per estimates.
Estimated Cost of Land			1,000	As per estimates
LEIP earmarking	(1,000)	(1,000)	(1,000)	Agreed as part of February 2022 budget.
Capital Grant Saving over 5 years (estimate)		(3,000)		This amount would need to be top-sliced from the general capital grant – for illustrative purposes only, would require a Council decision.
Use of Service Concessions one-off gain in 22-23		(6,750)	(8,000)	Updated – using full amount of one-off Service Concession gain allocated for learning estate – for illustrative purposes only, would require a Council decision.
Net capital after funding options applied	34,500	24,750	31,120	
Cost of borrowing Net Capital Cost over 60 years	1,853	1,330	1,672	Based on 31,120 over 60 years
Revenue Saving in Energy Costs	(35)	(35)	0	Estimated saving in energy costs due to more efficient building.
LEIP Income (25 years)	(710)	(710)	(782)	Assumed 50% paid equally over 25 years.
Net Cost of Borrowing (first 25 years)	1,108	585	890	
Net Cost of Borrowing (remaining 35 years)	1,818	1,295	1,672	

*The cost of construction does not include any fixtures and fitting, IT and equipment. Costs associated with any additional staffing resource for the project are also not included.

The delay in the decision from the Scottish Government on the bid has meant that the cost of the project has risen to £39.120m, excluding any land purchase costs. Additionally, the following negative fiscal issues have arisen since the original report was presented:

- The General Capital Grant from Scottish Government for 2024-25 was £0.937m lower than the previous year. As we set a 3 year capital programme this impact is doubled for years 1 and 2 where the budget has already been set therefore causes a gap in the capital programme of almost £1.9m. Note that due to this reduction we have removed the £3m capital grant skimming detailed in the original option shown in the table above, therefore increasing the pressure further.
- Construction Sector Inflation has slowed from the unprecedented rises we saw through 2020-2023 which were at times around 15%. Construction cost inflation in Scotland has been rising around 5% per annum in the past 12 months however some forecasters predict there may be a stabilising of around 3.5% in future years. However as we have seen, this can fluctuate greatly due to global or external factors linked to supply of material, energy and labour. Notwithstanding this, given this project would take some time to complete there is a high risk that costs will increase beyond the latest figures noted in the table above;
- Recently there have been a number of pressures on the Capital Budget:
 - Surveys of the Councils Learning Estate have identified RAAC in one building which must be removed. Estimated costs associated with this are £3m.
 - As a result of a significant weather event on 7 October 2023, Argyll and Bute the Council activated the Bellwin scheme in relation to the recovery costs associated with the incident. Capital expenditure does not qualify therefore any long term replacements to infrastructure such as bridges cannot be claimed through the scheme resulting in an estimated pressure of £4.348m.
 - As a result on ongoing rises in inflation the costs associated with Rothesay Pavilion continue to rise. It is uncertain at this stage the full financial impact this is estimated to be circa £8.425m.

Should the Scottish Government fund 50% of the project then based on the updated figures above the Council would need to fund £11.560m (this would be subject to any locational uplift being applied by Scottish Government). Through a combination of the increased costs / timescales caused by the funding announcement, increased construction inflation, worse than anticipated budget settlement and other capital budget pressures Officers are of the view that the project would only remain affordable if Members are prepared to take hard decisions to reduce other Council areas of capital and / or revenue spend.

If Members decided not to proceed with the LEIP project, it should be noted that while this will reduce the pressure on the capital programme there will still be a requirement to utilise the £9m earmarking for a package of significant upgrading works to the existing Tobermory Primary and High School.

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ARGYLL AND BUTE COUNCIL**COUNCIL****CAPITAL INVESTMENT BOARD****22 FEBRUARY 2023**

CORPORATE ASSET MANAGEMENT STRATEGY & PLAN

1. EXECUTIVE SUMMARY

1.1 Asset management is a structured and systematic approach to managing fixed assets on an ongoing basis. The Council has a large and varied collection of assets including buildings, vehicles, transport infrastructure (roads / bridges / piers), ferries, parks, cemeteries to information technology hardware and software. Assets are essential to the operation of the Council and ensuring they evolve and remain fit for their intended purpose is key to the function of the organisation and service delivery. Successful asset management addresses all phases of an asset's life cycle, from pre-acquisition through to retirement. Effective asset management planning means knowing what you own, where it's located, what it costs you, what it will cost you in the future, whether it will support current and future service delivery and who is responsible for it.

1.2 The Council adopts a systematic approach to asset management and this paper sets out the principles, policies and summary priorities for 2024/25. The Strategy and Plan are consistent with the Prudential Code for asset management and the outcomes of the Best Value 2 review. This report in conjunction with appendices and wider Budget Pack forms our Corporate Asset Management Strategy and Plan. Asset Management is delivered by all departments and teams of the Council and overseen by the Capital Investment Board. A review of the Capital Investment Board and a new Capital Investment Strategy 2023 – 2028 was approved by Policy & Resources Committee in August 2023.

The underlying principles of the Council's Asset Management Strategy and Plan are:-

- The Council's has a commitment to sound asset management;
- All Council assets are required for operational, regeneration, economic and commercial development purposes;
- There are clear links between asset management, the Corporate Plan, the Argyll and Bute Outcome Improvement Plan (ABOIP), Live Argyll and the Argyll and Bute Health and Social Care Partnership (HSCP);
- Asset Management is linked to available resources and budgetary considerations;
- There are sound Governance arrangements for asset management; and
- Asset management requires to be forward looking to deliver the assets the Council requires for future service delivery.

CORPORATE ASSET MANAGEMENT STRATEGY & PLAN

2. INTRODUCTION

2.1 The Corporate Asset Management Strategy & Plan establishes the Council's overall approach to management of its asset base. In particular it sets out:

- The Council's has a commitment to sound asset management;
- All Council assets are required for operational, regeneration, economic and commercial development purposes;
- There are clear links between asset management, the Corporate Plan, the Argyll and Bute Outcome Improvement Plan (ABOIP), Live Argyll and the Argyll and Bute Health and Social Care Partnership (HSCP);
- Asset Management is linked to available resources and budgetary considerations;
- There are sound Governance arrangements for asset management; and
- Asset management requires to be forward looking to deliver the assets the Council requires for future service delivery.

3. DETAIL**Core Values of Asset Management**

3.1 Asset management is a structured and systematic approach to managing fixed assets on an ongoing basis. This approach addresses all phases of an asset's life cycle, from pre-acquisition through to retirement. Effective asset management planning means knowing what you own, where it's located, what it costs you, what it will cost you in the future, whether it will support current and future service delivery and who is responsible for it.

3.2 It is recognised that these general guiding principles can also be applied to the management of non-fixed, or less permanent, assets such as vehicles, plant and equipment.

3.3 The Council will ensure that the assets it provides are used in a fair, consistent, efficient and effective way, taking into account their social and environmental impact and the needs and aspirations of our people, communities, areas and organisation.

3.4 Asset management is the process of ensuring that the Council's Assets are:

- fit for purpose
- used efficiently
- maintained on a sustainable basis
- matched in investment terms to service needs.

Approach and Commitment to Sound Asset Management

- 3.5 The Local Government in Scotland Act 2003 provides the legal framework for both the Prudential Code and the Best Value arrangements. Under the Prudential Code local authorities are authorised to make capital investments where it can be demonstrated that these investments are affordable, prudent and sustainable. A local authority, which secures Best Value, is one, which promotes continuous improvement in the performance of its functions.
- 3.6 Asset management is a key element of achieving Best Value. Councils have a statutory duty to deliver Best Value. This has significant implications for asset management as Councils must:
- ensure that management arrangements secure continuous improvement
 - balance quality and cost in relation to the procurement of assets
 - ensure asset management decisions contribute to sustainable development.
- 3.7 Asset management has potential to contribute to achievement of efficiency savings.
- 3.8 The Best Value 2 Asset Management templates published by Audit Scotland essentially set out the direction of travel for asset management within the Council. The desired outcomes of good practice contained within these templates have been fully adopted and are being actively promoted and progressed by the Strategic Asset Management Board.
- 3.9 In line with Best Value Guidance: “Sound Management of Resources” the Council will manage its assets to deliver the Council’s corporate and ABOIP objectives, by providing the basis for corporate challenge and a focus on the future asset requirements in respect of service delivery.

Current Governance Arrangements for Asset Management

- 3.10 Council governance of asset management by elected members is on the basis of the Council directing the work of the Council through the Strategic Management Team.
- 3.11 Responsibility for Council assets is held by the two Departments:
- Executive Director Douglas Hendry
 - Executive Director Kirsty Flanagan
- 3.12 These Departments are headed by an executive director reporting to the Chief Executive and supported by heads of service who are responsible for day to day service provision and the effective and efficient use of assets. Assets owned by the Council but operated by the HSCP and Live Argyll continue to be the responsibility of the Council.
- 3.13 The Head of Commercial Services is the Chair of the Capital Investment Board and is responsible alongside Section 95 Officer for the development of the Corporate Asset Management Strategy, production of the Corporate Asset Management Plan, and preparation of the Capital Plan – referred to as the Councils Priority Investment Plans (PIPS).

Council Current Asset Base

3.14 The table below summarises the asset base of the Council. The Council has an asset base at 31 March 2023 with a Net Book Value of £736.215m (2022 - £706.465m) that includes:

Description	Number	Description	Number
Shared Accommodation (Offices)	25	Roads (km)	2,286
Operational Depots	20	Public Road Bridges	903
Primary Schools (in use)	65	Car Parks	118
Secondary Schools	5	Marine Structures	41
2-18 Schools	4	Public Road Coastal Protection (km estimated)	200
Joint campuses	1	Public Road Retaining Wall (estimated)	1,000
Youth Centres	1	Public Conveniences	85
Adult Learning Centres	2	Waste Disposal facilities	12
Early Learning Centres	2	Ferries	6
School Houses	19	Airports	3
Learning Centre for pupils with complex additional support needs	1	Cemeteries	131
Homes for the Elderly	7	Children's Homes	5
Hostel	3	Resource Centres	3
Leisure Centres	5	Crematoria	1
Community Centres	4	Lighting Units	14,642
Halls	5	Vehicles and Plant	634
Libraries	11	IT Systems and Devices (estimated)	16,955

The table includes the majority of the Council's assets but is not exhaustive.

Corporate Asset Management Plan & Priority Investment Plans (PIPS)

3.15 Each year the Corporate Asset Management Plan is prepared on the basis of the underlying principles of the Corporate Asset Management Strategy referred to above. The aim of the Corporate Asset Management Plan is to ensure that capital and revenue expenditure is directed efficiently and effectively for the coming year to further. The Asset Management Plan is made up of a collective of Priority Investment Plans (PIPs) that are prepared b:

- Strategic Change
- Service Development
- Asset Sustainability.

3.16 In preparing this Asset Management Plan & PIPs services ensure that the opportunity cost of financial resources tied up in assets is minimised and that there is:

- an integrated corporate approach towards asset management, capital planning and budgeting process for both capital and revenue

- a process for changing the Council's asset portfolio consistent with the Corporate Plan and ABOIP
- a process for asset decision making which is consistent with services' requirements
- an identification of opportunities for innovation, asset investment or disposal
- provision of a context for capital project evaluation helping to prioritise decisions on spending.

3.17 Each Executive Director is responsible for the completion of their respective PIPs. Service asset managers prepares the PIP Summary templates, which, when approved by the Departmental Executive Director, are submitted to Capital Investment Board and also discussed as part of scheduled Policy Lead Meetings. The Capital Investment Board evaluates each PIP prior to being discussed with respective Policy Lead (including Asset Management Plans prepared by the HSCP and Live Argyll).

3.18 In preparing PIPs, service asset managers must consider the following guiding criteria:

- maximise the impact of all capital and revenue expenditure on assets
- apply asset performance indicators and benchmarking (Condition, Suitability and Risk) to ensure robust planning and decision making
- maximise the utilisation of assets
- reduce the unit costs of service delivery through smarter and more efficient asset management
- dispose of underperforming, unsuitable assets and assets which are at risk and invest in "fit for purpose" assets
- share assets with Community Partners and Third Sector to maximise public benefit.

Asset Management Plan & Priorities for 2024/25

3.19 This Corporate Asset Management Plan for 2023/24 reflects the Council's strategic objectives contained in the Argyll and Bute Outcome Improvement Plan (ABOIP) and Corporate Plan to support Strategic Change, Service Development and Asset Sustainability projects in 2024-25 and beyond. These projects have been developed taking account of the future service delivery requirements of the Council, the Argyll and Bute Health and Social Care Partnership (HSCP) and Live Argyll.

3.20 On an ongoing basis all services assess the risk arising from the condition and suitability of the assets they have responsibility for. This enables the prioritisation of projects for inclusion within the capital plan. The continued reduction in available capital budgets and revenue maintenance budgets has had an impact on planned maintenance programmes. This in turn increases the rate of deterioration in asset condition across the Council leading to increasing demand for capital investment in the asset base to maintain service delivery.

3.21 The Priority Investment Plans that outline the proposed resource allocation, condition and prioritisation of capital expenditure are outlined at **Appendix 1**.

3.22 It is clear from the PIPs that the real terms reduction of available capital resources year to year plus recent unprecedented increases in inflation and global events is resulting on the majority of investment towards Asset Sustainability – ie ensuring our current assets remain fit for purpose. There is minimal service development, transformation or strategic change mainly due the higher value of such projects.

High Risk Assets Not Addressed within Capital Plan Proposals for 2024-25

3.23 The Capital Programme for 2024-25 has been structured to address the majority of foreseen Council’s high risk assets. There are no identified high risk unfunded assets requiring attention in 2024/25.

4. CONCLUSION

4.1 The aim of this Corporate Asset Management Strategy & Plan including summarised Priority Investment Plans (PIPs) is to ensure that asset management takes place in a systematic and well governed manner taking cognisance of corporate policies, plans, systems and processes.

5. IMPLICATIONS

- 5.1 Policy – The report sets out the Council’s policy and prioritisation in respect of Asset Management.
- 5.2 Financial - This strategy and plan follows Prudential Code and the Best Value arrangements in terms of Asset Management.
- 5.3 Legal - None.
- 5.4 HR - None.
- 5.5 Fairer Scotland Duty - None.
- 5.5.1 Equalities - None.
- 5.5.2 Socio-Economic Duty - None.
- 5.5.3 Islands Duty - None.
- 5.6 Climate Change None
- 5.7 Risk - None.
- 5.8 Customer Service - None.
- 5.9 The Rights of the Child (UNCRC) None.

Ross McLaughlin, Head of Commercial Services
Kirsty Flanagan, Section 95 Officer
6 February 2024

Policy Lead for Financial Services and Major Projects: Councillor Gary Mulvaney

APPENDICES:-

Appendix 1 – Service Priority Investment Plans (PIPS)

PRIORITY INVESTMENT PLAN

NOTE: Highlighted text require a further update which can be provided in due course

Asset Group	Education	3 rd Tier Manager	Morag Brown / Wendy Brownlie								
Description of Asset Group and Condition Assessment	Asset Group		No and/or value.	Condition				Suitability			
				A	B	C	D	A	B	C	D
	Primary Schools (in use)	65	15	50	0	0	15	50	1	0	
	2-18 schools	4	2	2	0	0	1	2	1	0	
	Joint Campus	1	1		0	0	1		0	0	
	Secondary Schools	5	4	1	0	0	4	1	0	0	
	Complex addition needs schools	1		1	0	0	1		0	0	
	Adult learning centres, and a Youth Centre	2		1	1	0		1	1	0	
	Early Learning and Childcare Centres	2			0	0			0	0	
	School Houses	19			0	0			0	0	
ABC Learning Estates Strategy – Learning Environments in all schools should have a suitability grading A or B A=good; B=satisfactory; C=poor; D=bad											
Investment (current and planned)	Funding source		Current Year		Anticipated Investment (£m)						
			2023-24 (£m)		2024-25	2025-26	2026-27				
	Block Allocation	Scottish Government	2.243		2.226	2.219	1.988				
	Block Allocation Carried Forward	Scottish Government	2.254		1.880	-0.193					
	1140 Hours	Scottish Government	0.320								
	New Schools	Scottish Government	0.712								
	CO2 Grant	Scottish Government	0.113								
	Free School Meals	Scottish Government	0.379		0.900	1.495					
	Gaelic Grant	Scottish Government	0.038								
	Capital Grant - Area Control Accounts	Scottish Government	0.006								
			6.065		5.006	3.521	1.988				
	* Previous years commitments / carry forward due to combination of COVID19, labour / contractor shortages / holiday period has contributed to carry forward to future years. May be future carried forward to future years										
2023-24 Overview											
Investment Strategy											
<ul style="list-style-type: none"> The Investment Asset strategy for Education in 2023-24 was to focus on undertaking major maintenance and keeping assets that we have wind, watertight & safe ensuring schools remain in a minimum B category and avoid slippage into C In 2023-24 work was done to improve the suitability of several schools including scoring of; Dalintober Primary, Castlehill Primary, Garelochhead Primary, Kilninver Primary, Small Isles Primary, Islay High, Lochnell Primary, Parklands 											

- Works to create a high quality learning environment internal and external at our early learning and childcare settings: Clyde Cottage Nursery, Park Primary, Small Isles, Strath of Appin, Lochnell, Kilmartin, Easdale

Risks

Asset sustainability

- Significant backlog of maintenance work includes roof repairs, rewiring, damp repairs, heating upgrades and suitability works. Failure to invest in planned capital maintenance in a timely manner will see a reduction in the condition scores and could result in component failure and building closure.
- Diminishing level of investment coupled with increased costs (inflation and construction costs) mean many buildings and building elements are deteriorating at a rate which may not be able to be addressed via revenue (maintenance / reactive) expenditure. This is beginning to impact on the use of buildings, capacity of the school, flexibility to deliver the curriculum, support for pupils with complex needs and our inspection ratings. This will continue unless the number of properties are reduced or the capital and revenue budget is increased.

Service Development

- Failure to secure LEIP funding for Tobermory will result in significant investment to address condition and suitability (service development project)
- Discovery of RAAC within John Logie Baird Primary has resulted in significant investment identified for repairs to replace (service development project)
- Scottish Government roll out of Universal Free School Meals (UFSM). The UFSM has identified works to be carried out in identified schools to support the roll out of free school meals to all primary pupils within Scotland.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

- At current funding levels within the block allocation the focus will remain on high and medium Asset Sustainability priority projects – therefore no funding is allocated to ‘service development’ projects
- The aim is to improve condition scorings at the following schools: St Joseph’s Primary, Tobermory 3-18, Port Charlotte Primary, Bowmore Primary and suitability scores in the following schools: Kilchattan Primary, Keills Primary, Kilmodan Primary, St Andrews Primary, Sandbank Primary
- As per decision of Community Services Committee in August 2023, Capital works relating to new Additional Support Needs provision by way of new learning centres in Campbeltown, Mull and Islay and refurbishment at Hermitage Primary.
- £2.226M reserved for Asset Sustainability will be used to undertake major maintenance and keeping assets that we have wind, watertight & safe ensuring schools remain in a minimum B category and avoid slippage into C
- Within the block allocation a contingency budget was allocated to address emerging issues.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Continue to pursue Scottish Government on progress LEIP Bid for new Campus on Mull and follow on from that decision	~£35m over 5 years (Council pay up front but 50% recouped over 25 years)	Calculated	Political and financial backing given at Council Sept 2022	Strategic Change
2. RAAC	Block	Indicative	NA	Service Development
3. ASN	Block	Indicative	NA	Asset Sustainability

Match funding Opportunities/External Funding		
	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability	Gaelic – See below	nil
Service Development	Climate Change - See below	Climate Change - See below
Strategic Change	Bid for Learning Estate Investment Programme (LEIP) Funding	Climate Change - See below
<p>Major opportunity to access Government flagship investment programme Learning Estate Investment Programme (LEIP) for new campus on Mull.</p> <p>In relation to climate change, opportunities for external funding will continue to be explored to allow delivery of projects similar to the Non-Domestic Energy Efficiency Framework (NDEEF). These opportunities could offer low carbon solutions throughout the wider Argyll and Bute area, which would not only assist the Council in its journey to Net Zero Carbon (NZC) but would also result in financial benefit through revenue savings or additional income. The delivery of these types of project which fall into a spend-to-save category will also consider Prudential Borrowing as a funding source i.e. where simple payback breaks even in relatively short timeframes.</p> <p>Gaelic Grant Specific funding available for landscaping at Bowmore Primary identified for 23-24</p>		
<p>Links to relevant strategies</p> <p>Corporate Asset Management Strategy</p> <p>Learning Estates Strategy</p> <p>ASN provision across Argyll and Bute</p> <p>CO6: We have an infrastructure that supports sustainable growth</p>		

PRIORITY INVESTMENT PLAN

Asset Group	Shared Accommodation	3rd Tier Manager	Craig Houston							
Description of Asset Group and Condition Assessment	The condition/suitability information for the assets in the group has been extracted from the Council's Property Management System (Concerto) and have been assessed using the Scottish Government Core Facts methodology.									
	Asset Group	No and/or value.	Condition				Suitability			
			A	B	C	D	A	B	C	D
	Shared Offices (Owned)	24	2	22	0	0	9	11	4	0
Shared Offices (Leased)	1	0	1	0	0	0	1	0	0	
Investment (current and planned)	Funding (eg block grant, Crown Estates, Sustrans etc)	Funding source (eg Council, Scot Govt etc)	Current Year (£m)		Anticipated Investment (£m)					
			2023-24	2024-25	2025-26	2026-27				
	Block Allocation Carried Forward	Scottish Government	0.815	2.915	0.55					
	Block Allocation	Scottish Government	0.431	0.428	0.427	0.382				
	Place Demonstrator Fund	Scottish Government	0.664							
			1.910	3.343	0.977	0.382				
2023-24 Overview										
Investment Strategy										
<ul style="list-style-type: none"> The investment strategy for Shared Office Accommodation in 2023-24 was to focus on improving building elements throughout the asset group, whose condition was assessed as being either poor (C rating), bad (D rating) or is becoming life-expired, by delivering Asset Sustainability projects on a prioritised basis - no funding was allocated to 'Service Development' or 'Strategic Change' projects. The aim was primarily to maintain buildings such that their condition is assessed as being satisfactory (B rating) or good (A rating). On a secondary basis the investment strategy looks to improve the suitability of buildings to function more efficiently and effectively as offices. During 2023-24 the Our Modern Workspace programme continued to rationalise the council's office estate and support agile working. Existing budgets were reviewed for affected buildings and circa £660k was reallocated for use by the project. Match funding of £664k was obtained from the Place Demonstrator Fund (part of the Scottish Government's Place Investment Fund) 										
Risks										
<ol style="list-style-type: none"> Significant backlog of maintenance work includes roof repairs, rewiring, heating upgrades and suitability works. Failure to invest in planned capital maintenance in a timely manner will see a reduction in the condition scores and could result in component failure and building closure. Diminishing level of investment coupled with increasing works costs (inflation, material/labour costs) mean many buildings and building elements are deteriorating at a rate which may mean that their improvement is not be able to be addressed. This will continue unless the capital allocation and/or revenue budget is increased Under investment increases the risk of both reputational damage to the Council from poor appearance of buildings and third party insurance claims from building users (both staff and visitors) 										
Summary of Planned 2024-25 investment										
Investment Strategy at funding levels indicated above										
<ul style="list-style-type: none"> At proposed funding levels, the investment strategy for Shared Office Accommodation will continue to focus on improving building elements throughout the asset group whose condition is assessed as being poor, bad or is becoming life-expired by delivering Asset Sustainability projects on a prioritised basis. Funding including 										

match funding is also allocated to Our Modern Workspace which is considered to be a 'Strategic Change' project of low cost. No funding was allocated to 'Service Development'

- The ongoing aim is primarily to maintain buildings such that their condition is assessed as being satisfactory (B rating) or good (A rating). On a secondary basis the strategy looks to improve the suitability of buildings to function more efficiently and effectively as offices.
- The proposed block allocation will be used to deliver asset sustainability projects on a prioritised/value for money basis to upgrade: roofs; windows; office related car parks, electrical installations (re-wires), heating plant etc. to ensure ongoing compliance with health and safety legislation.
- During 2023-24, the proposed funding will continue to be used, in conjunction with match funding, to deliver the Our Modern Workspace programme to rationalise the office estate and support the Council's move to agile working.

Top three service priorities (please list the top three service priorities and whether or not funding is currently available or potential sources of funding, as well as timelines. This provides Elected Members with an insight into what will or could be funded to maintain/improve service delivery. This section will help to inform thinking on future priorities, lobbying activity and external funding bids and to develop a pipeline of projects)

Service Priority	Cost (£)	Are costs indicative or calculated	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Re-Wire Kilmory	£1.4m	indicative	£0	Asset Sustainability
2. Convert lighting throughout Council Estate to LED	£1.5m	indicative	£0	Strategic Change
3. Delivery of OMW Programme	£1.3m	indicative	£0	Strategic Change

The Council has already made a significant reduction to its carbon footprint and is arranging to achieve net zero by 2045. This will require an appropriate carbon related audit of the Shared Accommodation properties, to allow a Strategy to be developed that results in the production of an Action Plan. Following on from that the Council will need to set aside funding to allow projects, from the Action Plan, to be delivered. The extent of the funding requirements is currently unknown.

Match funding Opportunities/External Funding

	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability	Nil	No external/match funded opportunities
Service Development	No Service Development projects	No Service Development projects planned
Strategic Change	No Strategic Change projects	Climate Change - See below

In relation to climate change, opportunities for external funding will continue to be explored to allow delivery of projects similar to the Non-Domestic Energy Efficiency Framework (NDEEF). These opportunities could offer low carbon solutions throughout the wider Argyll and Bute area, which would not only assist the Council in its journey to Net Zero Carbon (NZC) but would also result in financial benefit through revenue savings or additional income. The delivery of these types of project which fall into a spend-to-save category will also consider Prudential Borrowing as a funding source i.e. where simple payback breaks even in relatively short timeframes.

Links to relevant strategies

Corporate Asset Management Strategy

Decarbonisation Plan 2021

CO6: We have an infrastructure that supports sustainable growth

PRIORITY INVESTMENT PLAN

Asset Group	HSCP	3 rd Tier Manager	James Gow																																																																														
Description of Asset Group and Condition Assessment	<p>The HSCP operates services from 32 Council owned properties, many of which have significant backlog maintenance and health safety related maintenance and improvement requirements.</p> <p>The number of properties has increased (by 1) following the purchase of the KCC building in Campbeltown in April 2023.</p> <p>The Care Home review to identify customer needs and future demographic demands has been completed using Scottish Capital Investment Manual (SCIM). The first stage, Strategic Assessment, is in the final stages of development. As part of the process a series of emerging themes have identified. One of the key themes, Buildings / Facilities, concludes that many of the Care Home buildings are not fit for purpose and/or in a poor state of repair.</p> <p><u>Example 1</u></p> <table border="1"> <thead> <tr> <th rowspan="2">Asset Group</th> <th rowspan="2">No and/or value.</th> <th colspan="4">Condition</th> <th colspan="4">Suitability</th> </tr> <tr> <th>A</th> <th>B</th> <th>C</th> <th>D</th> <th>A</th> <th>B</th> <th>C</th> <th>D</th> </tr> </thead> <tbody> <tr> <td>Elderly Persons Homes</td> <td>7</td> <td></td> <td>5</td> <td>2</td> <td></td> <td></td> <td>5</td> <td>2</td> <td></td> </tr> <tr> <td>Children's Homes</td> <td>5</td> <td>3</td> <td>2</td> <td></td> <td></td> <td>3</td> <td>2</td> <td></td> <td></td> </tr> <tr> <td>Hostels</td> <td>3</td> <td></td> <td>3</td> <td></td> <td></td> <td></td> <td>3</td> <td></td> <td></td> </tr> <tr> <td>Resource Centres</td> <td>3</td> <td></td> <td>3</td> <td></td> <td></td> <td>1</td> <td>1</td> <td>1</td> <td></td> </tr> <tr> <td>Offices</td> <td>8</td> <td>3</td> <td>5</td> <td></td> <td></td> <td>1</td> <td>6</td> <td>1</td> <td></td> </tr> <tr> <td>Other</td> <td>6</td> <td></td> <td>6</td> <td></td> <td></td> <td>2</td> <td>3</td> <td>1</td> <td></td> </tr> </tbody> </table> <p>A comprehensive condition assessment of the Care Homes has now been undertaken. The expertise of the Council's internal Estates Team combined with the independent assessments carried out by Hypostyle and Thomson Gray have helped to provide further clarity around the extent of the backlog maintenance and enabled a more informed approach to prioritising the investment over the coming years.</p> <p>In addition to the condition assessments, there has been a number of fire safety audits carried out by the Scottish Fire and Rescue Service. While there are some actions that can be addressed immediately there are instances where remedial work will require further investment in the areas of fire compartmentation and fire suppression systems to support the safe evacuation of the building. Health & Safety risks have also been identified in respect of sprinkler systems and emergency power generators.</p> <p>The HSCP successfully secured £60k for pre capital funding from the Scottish Central Government Energy Efficiency Grant Scheme. The HSCP has contributed an additional £30k to expand the scope of energy assessments to cover some Council owned properties</p>			Asset Group	No and/or value.	Condition				Suitability				A	B	C	D	A	B	C	D	Elderly Persons Homes	7		5	2			5	2		Children's Homes	5	3	2			3	2			Hostels	3		3				3			Resource Centres	3		3			1	1	1		Offices	8	3	5			1	6	1		Other	6		6			2	3	1	
	Asset Group	No and/or value.	Condition				Suitability																																																																										
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	Hostels	3		3				3																																																																									
	Resource Centres	3		3			1	1	1																																																																								
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			2023-24(£m)	2024-25	2025-26	2026-27																																																																											
Block Allocation c/fwd		A&B Council Scottish Government	0.502	1.657	0.050																																																																												
Block Allocation		A&B Council Scottish Government	0.442	0.428	0.427	0.382																																																																											
Total			0.944	2.085	0.477	0.382																																																																											
2023/24 – 2026/27 Total 3.935m																																																																																	
2023-24 Overview –quantified where possible																																																																																	
Investment Strategy																																																																																	
Backlog maintenance and suitability requirements are being prioritised within the budget available which is not																																																																																	

sufficient to bring all of the properties operated by the HSCP up to a good standard. Investment is being targeted at essential maintenance, weather proofing and health and safety related priorities. The care home estate in particular requires internal redecoration.

The work plan takes into account priorities highlighted by the care inspectorate. There will be a multifaceted approach to planning the investment programme. In order to maximise impact it is recommended that a building by building approach to be adopted, in the main, as well as a risk based approach for some of the more significant spend areas. It is recognised that the estate is ageing and not in a good state of repair and therefore deciding on what building to address at what time may be subjective. There is a requirement to bring the KCC up to Care Inspectorate requirements as part of the registration process.

The strategic transformational project to consider new care models and care home replacement has commenced. The first phase will be a strategic assessment and will be progressed in partnership between the HSCP and A&B Council.

The HSCP will continue to explore opportunities to reduce its carbon foot print through additional funding initiatives. Sustainable technology initiatives will be coordinated in partnership with the A&B Council when undertaking the programme of improvements.

The HSCP is committed to supporting Argyll and Bute Council to achieve 75% carbon reduction by 2030 and net zero before 2045.

Risks

1. Reputational damage as living conditions for residents is not always of a high standard or reflective of fees charged
2. Reputational – Miss-match between supply and demand of care home provision
3. Poor quality property contributing to difficulties in staff recruitment
4. Health and safety risks have been identified

Mostly these relate to the care home Estate. Addressing these is being quantified at present.

There is a requirement to address issues in care homes which are unlikely to be in use in the longer term and further consideration of this balance between short term essential maintenance and longer term transformation is required.

Summary of Planned 2024-25 investment

Total investment available will contribute to:

- Addressing severe backlog maintenance issues within the Care Home Estate
- Address Fire Safety priorities arising from recent review and SFRS audits
- Redecoration and improvement of Children’s Home Estate

The works will include: essential roof/partial roof replacement and upgrades to manage water ingress; works to address deficiencies with building services (e.g. re-wires/boiler plant upgrades); works to assist with compliance with current care home standards and safe access/egress (e.g. lift upgrade). As a result of the investment, the condition of individual elements will improve but the impact on the overall condition of the assets is anticipated to remain static, or decline, given that the condition of other building elements is deteriorating.

An independent detailed review of the care home estate has been completed and identified a significant investment need which far exceeds available resources.

Top three service priorities (please list the top three service priorities and whether or not funding is currently available or potential sources of funding, as well as timelines. This provides Elected Members with an insight into what will or could be funded to maintain/improve service delivery. This section will help to inform thinking on future priorities, lobbying activity and external funding bids and to develop a pipeline of projects)

Service Priority	Cost (£m)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)

1. Care Home refurbishments and Health & Safety improvements	4.635	Indicative per A&B Council	0.621	Asset sustainability
2. Maintenance of Children's Homes	0.100	Indicative		Asset Sustainability
3. Strategic Business Case	0.100	Indicative		Transformation
Match funding Opportunities/External Funding				
	Achieved 2023-24		Opportunities 2025-26	
Asset Sustainability	£60k Pre-Capital support funding from Scottish Government £450k Islands Funding from Scottish Government		Capital support funding from Scottish Government Islands Funding from Scottish Government	
Service Development	£50k from HSCP resources to fund Hypostyle review of Care Homes.			
Strategic Change	£340k allocated by the HSCP to fund direct cost to progress the purchase of KCC during 2022/23 £40k approx. support from Scottish Government / Shelter applied for to support key worker accommodation project. Will be funded by the HSCP and Scottish Government and supported by A&B Council. HSCP match funding will be circa £40k over 2 years. Joint project to develop a business case for transforming older adult care services to be developed with A&B Council			
Links to relevant strategies				
Older Adults / Care Home and Housing Strategy work underway				
HSCP Strategic Workforce Plan				

Notes:

Facility	Priority Investment Value
Ardfenaig HFE	£440,000
Eadar Glinn HFE	£495,000
Gortonvogie HFE	£70,000
Struan Lodge	£950,000
Thomson Court HFE	£365,000

Tigh An Rudha HFE	£1,450,000
Kintyre Care Centre	£865,000*
	Total £4,635,000

**Upgrade of Heating systems and DHW system to more sustainable and efficient solutions*

Project Description	Costs 21st August 2023
Glencruitten Hostel – Window Replacement	£200,000
102 East King Street - Rewire	£15,000
Oban SW Office – Replace DHW Heater	£20,000**
Lochgilphead Resource Centre – Replace backup boilers with Electric & Associated electric upgrade	£35,000**
Total	Total £270,000

***These projects could be delayed but there is still benefit in doing them now because of economies of scale associated with other projects*

PRIORITY INVESTMENT PLAN

Asset Group	liveArgyll	3 rd Tier Manager	Marius Huysamer								
Description of Asset Group and Condition Assessment	Building condition and suitability is measured in accordance with the Local Government Benchmarking Framework (LGBF). The condition rating of buildings is measured through an assessment of the main elements of the building (roof, walls, windows, doors, services etc.) via a weighted scoring matrix. Suitability is measured in a similar manner but instead of building elements, assesses themes including: location; accessibility; building facilities; the working environment; and ICT infrastructure etc. These assessment methodologies have recently changed and in moving forward will require more input/assessment for each property. All information is recorded within the Council's property management system, Concerto, and LGBF returns are made on an annual basis.										
	Asset Group		No.	Condition				Suitability			
				A	B	C	D	A	B	C	D
	Community Centres		4	0	2	2	0	0	3	1	0
	Leisure Centres		4	1	3	0	0	0	3	1	0
	Halls		5	1	4	0	0	1	3	1	0
	Libraries		11	4	7	0	0	2	7	2	0
	Museums		1	0	0	0	0	0	1	0	0
	Archives		1	0	1	0	0	0	1	0	0
	Sandbank HQ		1	0	1	0	0	0	1	0	0
	Sport Centre		1	1	0	0	0	0	1	0	0
	Campbeltown Pavilion		1	1	0	0	0	0	1	0	0
	Overall condition/suitability category										
	More than 85%		A: Compliant (Good)								
	Between 60% and <85%		B: Requires Improvement (Satisfactory)								
Between 40% and <60%		C: Considerable Improvement Required (Poor)									
Less than 40%		D: Not Compliant (Bad)									
Investment (current and planned)			Current Year		Anticipated Investment (£m)						
	Funding	Funding source	2023-24 (£m)	2024-25	2025-26	2026-27					
	Block allocation	Scottish Government	0.431	0.428	0.427	0.382					
	Block allocation Carried Forward	Scottish Government	0.652	0.208							
	Capital Grant - Area Control Accounts	Scottish Government	0.001								
	Totals		1.084	0.636	0.427	0.382					
	<i>*Previous years' commitments/carry forward due to a combination of COVID19, contractor/labour shortages and Brexit, has contributed to carry forward to future years.</i>										
2023-24 Overview											
Investment Strategy											
Asset Sustainability											
Property condition and suitability assessments are reviewed annually along with input from Property Officers on burdensome maintenance issues to inform elements of buildings that need attention/investment.											
Business Development											

The asset group managed by liveArgyll is ageing and requires more capital investment to ensure it remains in an operable state. Year-on-year the Capital Investment is becoming less which in turns places greater strain on an already insufficient central repairs budgets. Underinvestment of Capital funds will lead to facilities that will further deteriorate in condition and suitability and inevitably reach a stage where they are deemed not fit for purpose. Failure to maintain assets and ensure they are fit for purpose will adversely impact on liveArgyll's ability to deliver agreed service specification requirements and fulfil charitable objectives.

Strategic Change

From a business strategy perspective the failure or long term unavailability of an asset, particularly a leisure centre or venue may have a significant impact the Company's ability to generate income, thus reducing the likelihood of the Company achieving a primary objective of becoming less reliant on management fee funding. There is great potential to increase recurring income streams and generate new streams, however this requires the asset base to be fit for purpose and of a suitable standard and quality, ensuring that customers will choose to use and pay for services. The council is contractually bound through the licence agreement with liveArgyll Leisure Trust to invest in and maintain assets.

Risks

Risks are generic to buildings of age and character in this sector but can include:-

1. The block funding allocation is insufficient to address identified work (particularly in context of current rising prices).
2. Planning/Building Control Issues.
3. Technical Challenges as further work is done to detail the necessary improvements at each location.
4. Known presence of asbestos in certain buildings

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

Asset Sustainability

All proposed work is to sustain the current asset portfolio occupied and managed by liveArgyll Leisure Trust. Work is required to maintain the facilities in a wind and water tight condition and to ensure compliance to legislative and regulatory requirements. Project slippage have occurred over previous years so projects have been carried over to future years. Work will include, roof refurbishment, boiler replacement, re-wire of ageing buildings, remedial work to emergency lighting and fire prevention systems and this will include other building plant equipment. The asset base further requires a significant investment to replace ageing and unserviceable equipment that is crucial to liveArgyll's ability to deliver a quality service.

Strategic change

Further investment will be required to assist with the council's Asset Rationalisation programme. Works identified will address issues under the Equalities Act 2010 and Health and Safety regulations.

Top three service/asset group priorities

Service Priority	Cost (£m)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
Implementation and planning of a range of facility development projects aimed at increasing capacity, improving services and offering, as well as	0.45	Indicative	0.45	Service Development

adapting to changing customer behaviour.				
In support of liveArgyll's business contingency planning, liveArgyll need to replace and refurbish assets that are deemed not fit for purpose.	0.1	Indicative	0.1	Asset sustainability
Ensure our buildings provide safe environments for customers and staff, whilst minimising our impact on the natural environment.	0.2	Indicative	0.2	Asset sustainability/Strategic
Match funding Opportunities/External Funding				
	Achieved 2023-24		Opportunities 2024-25	
Asset Sustainability			liveArgyll continues to explore external / match funding opportunities.	
Service Development			liveArgyll continues to explore external / match funding opportunities. Discussions are on-going in respect of specific projects.	
Strategic Change			The Council has agreed to look at any licence revisions required to secure funding on a case by case basis	
Links to relevant strategies				

PRIORITY INVESTMENT PLAN

Asset Group	ICT	3 rd Tier Manager	Gerry Wilson							
Description of Asset Group and Condition Assessment	Asset Group	No and/or value.	Condition				Suitability			
			A	B	C	D	A	B	C	D
	Server Infrastructure Overall	1,854k	532k	8k	24k	1,290k	1,853k	532k	8k	24k
	PC, Laptops and Tablet Devices - Corporate	£900k	212k	225k	188k	275k	212k	225k	188k	275k
	PC, Laptops and Tablet Devices - Education	2,340k	849k	449k	481k	561k	849k	449k	481k	561kk
	Communications Equipment incl network devices and Broadband	2,272k	1,602k	446k	152k	72k	1,602k	446k	152k	72k
	Supported Business Software Applications(Number)	77	58	11	8	0	55	12	10	0
Investment (current and planned)	Funding	Funding source	Current Year		Anticipated Investment (£m)					
			2023-24 (£m)		2024-25	2025-26	2026-27			
	Block Allocation	Scottish Government	0.777		0.771	0.768	0.688			
	Block Allocation Carried Forward	Scottish Government	0.155		0.217					
	Additional Council Allocation	Council	0.225		0.323	0.12				
	Covid Funding	Scottish Government	0.317		0.282	0.333				
	Total		1.474		1.593	1.221	0.688			
*Previous years commitments/ carry forward due to combination of covid, contractor/labour shortages and Brexit, has contributed to any carry forward to future years										
20224-25 Overview										
Investment Strategy										
Asset Sustainability – All of the Council’s ICT assets are replaced on a rolling cycle. PCs and Laptops are replaced on a 4 year (corporate) or 5 year (education) cycle. Major infrastructure assets such as servers, firewalls, and network routers and switches are replaced every 6 years. This is an industry standard approach to the maintenance of critical infrastructure designed to minimise the risk of service failure which would otherwise result in poor system reliability, the unavailability of major systems, and a consequential failure to deliver front line services. The expected lifespan of ICT infrastructure assets is determined by manufacturer support availability, age, or fitness for purpose.										

The ICT Service normally apportions part of the ICT Block Allocation each year to cover the annual PC Replacement and network infrastructure asset costs. Every six years we also have to prioritise our spend on our two data centres (the heart of the ICT environment) which normally means we have to allocate the majority or all of the block allocation for that year to servers and network equipment. The data centres continue to host several hundred council applications as the true cost of migrating to the cloud remains unaffordable for many systems. The data centres are due for major upgrades from 24/25 onwards.

We face enormous inflationary pressures on the ICT Capital Programme as the post pandemic global supply crisis impacts on technology equipment pricing. 2024/25 and 2025/26 are two years where the need to prioritise investment in critical server and network assets for the data centres means there would have been little or no funding available for PC replacement or other service development projects without the additional capital agreed at the last budget meeting or without drawdowns from the Capital Contract Increases Earmarking fund to cover some of the inflationary and exceptional cost increases. Our strategy is therefore based on the proposed drawdowns from those two funding sources being allocated to the affected asset replacement projects before the block allocation is then distributed across the remaining sustainability projects – IT Network and Server infrastructure and PC Replacement.

Service Development and Strategic Change - The ICT Development framework establishes a consistent and transparent method for the evaluation of ICT business case based proposals being presented to the Strategic Asset Management Board. The framework allows competing demands for Council resources to be compared like for like with the purpose of establishing an ICT Development Plan that includes a mix of small and significant ICT developments that are both affordable and deliverable. The ICT Development Plan determines the ICT Asset service development priorities and the levels of funding required to meet them. No new business cases have been approved at the Asset Management Board for the future replacement of business applications however there is significant funding within the 2023/24 and 2024/25 budgets for the replacement Civica Document Management and Workflow System, and of the Revenues and Benefits System.

Risks

1. All ICT Assets - Failure of key infrastructure supporting technology components that are critical for day to day service delivery across all services of the Council. The severity and the reach of the impact will very much depend on which components fail and consequences for individual services but could also be cross Council affecting. As technology components age and move out of support, the Council risks non-compliance with PSN, Cybersecurity and PCI DSS obligations.
2. PCs and laptops are currently replaced on a 4 year Corporate and 5 year Education cycle with no warranty or maintenance on PCs after the first 3 years. This has consequences for the reliability of desktop equipment. On warranty expiry, the Council is required to effectively self-insure against failure.
3. Service Development - In addition to impacting our ability to comply with our security obligations, the risk of underinvestment for key business application systems will result in missed opportunities for greater efficiencies and service improvements across council services.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

Server Sustainability

Replacement of Server equipment in Kilmory and GWITC so that our infrastructure is robust, supported and fit for purpose for at least 6 years. This includes replacing our critical firewalls at Kilmory and GWITC datacentres, as well as the replacement of end of life Windows Security Update Servers at every school and main offices. Major investment on the data centre servers is in place in 2024/25 and 2025/26 to ensure that the servers will require minimum investment over the following 5 years. The funding requirement for servers has been met from a combination of the block allocation and drawdown from the Capital Contract Increases Earmarking fund.

PC Replacement

- Replacement of Corporate PCs due to become red risk assets (> 4 years old) in 2024/25, with 3 years of warranty.

- Replacement of Education PCs that either are already red risk assets or due to become red risk assets (> 5 years old) in 2023/24, with 3 years of warranty.

Note – the PC replacement programme is based on a continuous cycle of investment. One quarter of all corporate PCs were expected to be replaced each year alongside one fifth of Education PCs each year. The funding requirement for PCs has been met from the ICT block allocation and additional approved funding.

However it is predicted at this stage that there is likely to be a shortfall of 80k for PCs in 2026/27 due to the increase in pricing of technology components against the original unchanged block allocation for that year.

IT Network

Replacement of IT Network Infrastructure technologies which are either due to become or are already end of life assets in 2023/24, resulting in fitness for purpose for potentially 6 years. This includes replacing end of life network switches at our Kilmory and GWITC datacentres, as well as replacement of network routers at our schools. The funding requirement for IT network equipment for 2024/25 has been met from a combination of the block allocation and drawdown from the Capital Contract Increases Earmarking fund.

However it is predicted at this stage that there is likely to be a red risk shortfall of 144k in 2026/27 for Telecomms Network due to the increase in pricing of technology components against the original unchanged block allocation for that year.

Key Business Applications

Replacement of Civica Document Management and Workflow System, and replacement of Revenues and Benefits System. This funding requirement has been met from the ICT Block Allocation, and additional funding approved in February 2023.

Top three service / asset group

The ICT Management team follows an industry best practice approach for the replacement of key technology assets based around the age and condition of each asset type. This is required as part of our *statutory* membership of the PSN where we are obligated by the Cabinet Office to maintain our network of servers and devices at current supported levels. The PSN in turn allows us access to their private network to collaborate and share data with other public sector partners such as the National Registrars for Scotland, HMRC, and DWP in a safe, secure, and trusted manner. Our investment priorities are therefore based on sustaining our complex network of circuits, routers, servers, pcs, and applications and this is reflected in our three priorities for 2024/25. Funding from the block allocation, coupled with contributions from the Capital Contract Increases Earmarking fund will allow us to replace red risk critical IT network and server infrastructure assets (£497k) and red risk PCs and laptops (£648k) for 2024/25.

This is illustrated in the following table for 2024/25:

Service Priority	Cost	Budget available	Capital Contract Increases Earmarkings	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. IT Network and server infrastructure	497k	497k		calculated	0	Asset Sustainability
2. PC replacement programme	648k	648k		calculated	0	Asset Sustainability

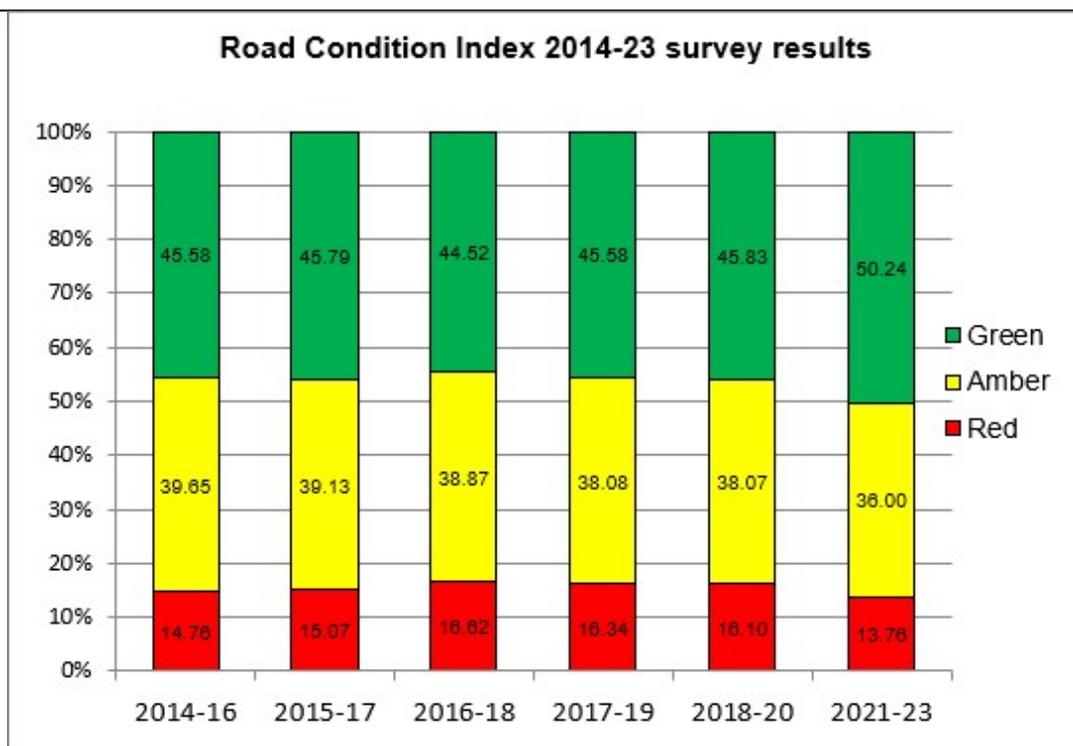
Match funding Opportunities/External Funding

	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability		
Service Development		
Strategic Change		

Links to relevant strategies
[ICT and Digital Strategy 2021 -24](#)

PRIORITY INVESTMENT PLAN

Asset Group	Road Infrastructure (Carriageways and Footways)	3 rd tier Manager	Hugh O'Neill and Tom Murphy																																																
Description of Asset Group and Condition Assessment	Asset Group	No and or/Value*	CONDITION (Percentages based on total asset value)																																																
			Green	Yellow	Amber	Red																																													
	Roads *See below comments	£2.09Billion	50.24%	9.36%	26.64%	13.76%																																													
	Footways	£78.3Million	*	*	*	*																																													
<p>This can be further broken down to road classification as per below table:</p> <table border="1"> <thead> <tr> <th colspan="4">Overall Road Condition % by Class</th> <th>Road Condition Index (Red% + Amber%)</th> </tr> <tr> <th>Road Class</th> <th>% RED</th> <th>% AMBER</th> <th>% GREEN</th> <th></th> </tr> </thead> <tbody> <tr> <td>A</td> <td>7.46</td> <td>29.9</td> <td>62.64</td> <td>37.4</td> </tr> <tr> <td>B</td> <td>15.77</td> <td>40.7</td> <td>43.53</td> <td>56.5</td> </tr> <tr> <td>C</td> <td>13.86</td> <td>38.59</td> <td>47.55</td> <td>52.5</td> </tr> <tr> <td>U</td> <td>16.37</td> <td>34.75</td> <td>48.88</td> <td>51.1</td> </tr> <tr> <td>Urban</td> <td>3.92</td> <td>27.66</td> <td>68.42</td> <td>31.6</td> </tr> <tr> <td>Rural</td> <td>16.15</td> <td>38.03</td> <td>45.82</td> <td>54.2</td> </tr> <tr> <td>All</td> <td>13.76</td> <td>36</td> <td>50.24</td> <td>49.8</td> </tr> </tbody> </table> <p>* There is no similarly automated footway condition survey mechanism. Full Footway Asset condition surveys are not practicable within the time limitations of the current staffing establishment.</p> <p>A Safety Inspection programme, with a frequency of annual to monthly visits, based on the hierarchy of the footway, is carried out by the inspection team. Any defects identified as representing an immediate hazard to pedestrians, along with any issues highlighted by the public reporting system, are added to the routine maintenance revenue works programme. Generally footways are considered safe and fit for purpose with maintenance works undertaken in response to identified defects or public complaints as investment and resources permit.</p> <p>We still await the RCI figure for 2023, this has been delayed by the external provider who carry out RCI surveys for all 32 Scottish councils. Other Councils have reported sections missed from their survey also.</p>							Overall Road Condition % by Class				Road Condition Index (Red% + Amber%)	Road Class	% RED	% AMBER	% GREEN		A	7.46	29.9	62.64	37.4	B	15.77	40.7	43.53	56.5	C	13.86	38.59	47.55	52.5	U	16.37	34.75	48.88	51.1	Urban	3.92	27.66	68.42	31.6	Rural	16.15	38.03	45.82	54.2	All	13.76	36	50.24	49.8
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Investment
(current and
planned)

Funding	Funding source	Current Year	Anticipated Investment (£m)		
		2023-24 (£m)	2024-25	2025-26	2026-27
Block Allocation - Roads	Scottish Government	3.449	3.412	3.927	3.517
Block Allocation Carried Forward	Scottish Government	(0.214)			
Additional Council Allocation - Roads	Council	3.797	4.588		
Electric Vehicle Chargers	Scottish Government	0.062			
Strategic Timber Transport Scheme (STTS)	Scottish Government	0.387			
Additional Council Allocation - Footways	Council	0.750			
Active Travel	Council	0.189	0.200		
CHORD Budget	Council	0.060			
		8.480	8.200	3.927	3.517

Investment Strategy

Prioritisation of Asset Sustainability:

Road condition is measured by the Scottish Road Maintenance Condition Survey (SRMCS) which assesses parameters such as surface texture and cracking, smoothness and rutting. This provides an indication of the residual life of the road structure.

As previously highlighted, Footway Asset Condition Surveys are not currently undertaken due to limited resources and cost implications. Generally, footways are considered safe and fit for purpose with maintenance works undertaken in response to identified defects or public complaints as investment and resources permit.

It should be noted that the flooding and road closures experienced in October 2023 due to excess rain are likely to continue due to climate change. It is therefore imperative that appropriate road maintenance including drainage and ditch clearance is carried out to alleviate flood and land slip risks on our Council roads. More consideration needs to be given to climate change adaptation regarding roads and transport infrastructure.

CAPITAL RESURFACING INVESTMENT OPTIONS

Argyll and Bute Council take part in the Scottish Roads Maintenance Condition Survey (SRMCS) contract. SRMCS is a collaboration of all 32 Scottish Councils, via the Society of Chief Officers in Scotland (SCOTS) and led by Perth and Kinross Council. For each Council this involves surveying all classes of the road network at differing frequencies (approx. 20,000 km per annum across Scotland) with a SCANNER vehicle. The survey currently aims to cover all local authority A roads in both directions every two years, all B and C roads in both directions every four years, and a 10% sample of unclassified roads in one direction each year.

To minimise the effect of sampling errors on the result, the RCI is calculated from two years data, and is in effect a rolling two-year indicator. While the survey machines have been calibrated and shown to provide consistent results, variations can occur due to minor differences in machine settings or in the path followed by the survey vehicle (which may well be dictated by, for example, the presence of other vehicles on particular parts of the road). Inflation is built into the matrix calculation which is provided annually by SCOTS; Argyll and Bute Council do not calculate the deterioration options; we supply the funding levels and they are then produced by a Scottish wide calculation which has inflation built in through SCOTS. The deterioration modelling has been adjusted by SCOTS, and may be further adjusted to take account of inflation etc. On this basis the investment levels of £3M, £5M £8M and £11M have been retained.

Survey figures are then added into the above using a matrix system graph which is calculated from the from the SRMCS surveys for every 10m of the road that has been surveyed. The Scottish Statutory Performance Indicator (SPI) for road condition is the percentage of a road network that has an RCI of 40 or more (ie is in the 'Red' or 'Amber' categories).

The below lists 4 options where direct comparison can be made with investment against a 20 year profile for road condition.

OPTION 1— £3M

An annual investment of £3m would lead to a substantial deterioration on overall RCI with 69% of our roads requiring attention after 20 years including 38% of roads considered in the red category, this would significantly increase risk to road users safety. The volume of reactive temporary repairs would steadily rise, year on year as would public liability claims. Customer satisfaction levels can be expected to steadily decrease.

OPTION 2 – £5M

An annual investment of £5m would lead to a slower deterioration on overall RCI with 59% of our roads requiring attention after 20 years including 30% of roads considered as red category. This is almost double the latest result (13.68%) for red category roads. The volume of reactive temporary repairs would steadily rise, year on year as would public liability claims. Customer satisfaction levels can be expected to steadily decrease.

OPTION 3 – £8M

An annual investment of £8m would lead to steady state in overall RCI with 42% of our roads requiring attention after 20 years including 18% of roads considered as red category which is on par with current red condition (13.68%). The volume of reactive temporary repairs would likely remain similar to current levels over initial period and would be expected to remain similar over time as road condition remains constant. Public liability claims would also be expected to remain similar. Customer satisfaction levels would also remain in steady state.

OPTION 4 – £11M

An annual investment of £11m for the next 20 years should lead to a substantial improvement in overall RCI with only 26% of roads requiring attention including only 8% of roads in red category, half the current red condition (13.68%). This differs slightly from the projected value from the SCOTS Backlog and Steady State model, due to a different method of predicting future carriageway condition. This would potentially improve Argyll and Bute's current ranking in terms of RCI. A substantial reduction in reactive repairs and public liability claims can be expected. Demands on limited resources would be lessened and customer satisfaction levels will also be greatly improved through this investment.

Prioritisation of Service Development:

The annual Capital Reconstruction Programme aims to deliver investment on a range of surfacing projects targeted at improving network condition across Argyll and Bute. The bulk of investment (77%) is attributed to Surface Dressing (SD) and thin surfacing works to maximise network coverage. The aim being to seal and extend surface life with a SD treatment and tackle as much deteriorated surface as possible with thin surfacing works to help reduce demand for costly reactive treatment works.

Prioritisation of Strategic Change:

The value of undertaking adequate preventative maintenance works cannot be overstated. It is the most vital and fundamental function required to extend infrastructure service life, strengthen network resilience, and minimise demand for capital investment. To maintain a steady state road condition, **investment of at least £8M is required annually.**

As has been demonstrated in the below table, over the last 10 years, where we have seen average investment of at least £8 Million on Roads Reconstruction, RIS have been able to improve our road condition which in turn improves visitor numbers/local businesses as well as supporting our communities daily commute. Last year for the first time since we have been recording road conditions we were able to improve our roads to have over 50% in the good condition category. This is purely down to investment and the support provided by members allowing RIS officers to manage the network effectively.

To ensure we sustain this level of improvement over the next five years and do not regress in our road condition, which is reported through Scottish Government, a minimum budget of £8 million per annum is required. To improve on this condition then further **investment in excess** of £8M is required.

Year	Capital & Revenue	Survey year	RCI
2014-15	£8,896,996	2014-16	54.4
2015-16	£6,799,499	2015-17	55.3
2016-17	£5,821,104	2016-18	55.5
2017-18	£5,233,219	2017-19	54.4
2018-19	£11,502,343	2018-20	54.17
2019-20	£9,472,398	2019-21	54.2
2020-21	£8,426,346	2020-22	52.5
2021-2022	£12,415,060	2021-23	49.8
2022-2023	£10,809,660	2022-24	TBC
Average Spend	£8,920,309	Average	53.99

Footways

Argyll and Bute Council carry out safety inspections of footways which identify defects in need of treatment. However we do not carry out condition surveys and therefore do not have an equivalent to the carriageway RCI score. Using a combination of the safety inspections, monitoring service requests and complaints prioritised lists are compiled for footway programmes. Footways investment of £1m over previous 3 years has tackled some of the worst identified sections of the network aimed at reducing reactive maintenance demands. The planned capital investment for 2023/24 was £750k with no funding planned for 2024/25.

Our footways have a depreciation cost of approximately £1M per annum, as calculated by SCOTS, therefore a steady annual investment required to prevent the footways from deteriorating and maintained safe and proportionate for use.

Without a proper Asset Condition Survey, we are only able to estimate that a budget of at least £450k per annum will provide suitable investment to maintain footways in a safe and proportionate condition.

Risks

1. Increase in third party insurance claims. This would be due to an increase in potholes and road defects as funding was not sufficient to treat roads properly.
2. Restricted traffic and the possibility of some roads having to be closed on safety grounds. Failure to fully deliver the duty to maintain, through limited funding as a Roads Authority and a lack of funding will require prioritisation of routes which may well restrict vehicular sizes on certain roads to prevent further decline/damage. This would include consideration of weight, width and length limits on our roads as well as restricted speed limits and ultimately road closures if roads were to become unsafe due to damage. The practicality to deliver on road closures or restrictions also imposes a cost on the council funds to provide traffic management and Temporary Traffic Regulation Orders.
3. Detriment to business and tourism should the road network deteriorate to a point that its condition is not convenient for the travelling public.
4. Increased risk of flooding and land slips should drainage and ditch clearance works not be carried out regularly.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above**Asset Sustainability:**

Carry out a mix of surface dressing, edge strengthening, resurfacing works. The surfacing works will include proportionate drainage works. Works will be identified from condition surveys, collision data, and known development activity and reports from the public. Final programmes may be adjusted to take account of any winter deterioration.

Service Development:

£8M capital budget with the current level of revenue funding under normal conditions will enable officers to keep the network from deteriorating. However, due to the recent severe weather incidents where we had multiple bridge and road closures and dependent on the severity of the upcoming winter weather which could further deteriorate the network; we will require further funding to supplement the current budget. This may be forthcoming through the Bellwin Formula from Scottish Govt however the first £500k must be met by the Council for Emergency Works.

Strategic Change:

An annual investment of just over £8M would maintain the overall RCI provided there was no real change to inflation, however as inflation and costs increase the steady state budget must also be increased. Without this inflationary adjustment, the volume of reactive temporary repairs would steadily rise, year on year as would public liability claims. Customer satisfaction levels can be expected to steadily decrease.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Road Maintenance	Minimum of £8M	Calculated as per agreed methods	Nil for 2024/25	Asset Sustainability
2. Extreme Weather Events	£1.1M	Still being calculated as works are ongoing	£1.1M	Asset Sustainability These costs were not claimable via Bellwin as they were capital related.
3. Footway Maintenance	£950k	Estimation of condition calculated as three percent of gross replacement cost of the asset.	£450k	Asset Sustainability

4. Rockfall Stability Gallanach Rd Oban Site currently periodically monitored to ensure safety. Risk of rock fall onto carriageway.	£300k	Based on quotations/estimate received as part of a stability report	£300k previously bid from Crown Estates funding	Asset Sustainability
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Match funding Opportunities/External Funding

	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability	<ul style="list-style-type: none"> • STTS £0.387M • Active Travel Funding £500k for footways • Road Safety Improvement Fund 	<ul style="list-style-type: none"> • STTS • Crown Estates Funding • RTIF
Service Development	<ul style="list-style-type: none"> • Crown Estates Funding of £400k for Tobermory Car Park (Moved to Tobermory Cemetery) 	<ul style="list-style-type: none"> • Levelling Up Funding may not meet criteria for new £20m partnership fund
Strategic Change		

Links to relevant strategies

Local priorities based on output from machine surveys, SCRIM, STATS 19, engineering judgement, service demands. Roads assessed as amber and those with the greatest impact on the economy.

Maintaining Scotland's Roads – Audit Scotland, February 2011

“Transport Scotland and Councils should review their road maintenance strategies and plans to confirm that adequate prioritisation is given to those routes which are likely to contribute greatest to economic growth and improved quality of life.”

The road infrastructure is also covered by the Roads Asset Management Plan (RAMP) which has been carried out as part of a national project steered by SCOTS. This means that the roads asset infrastructure's condition can be compared not only across Argyll and Bute, but across the whole of Scotland.

PRIORITY INVESTMENT PLAN

Asset Group	Street lighting	3 rd Tier Manager	Tom Murphy			
Description of Asset Group and Condition Assessment	Gross street lighting stock replacement cost (new replacement) from the current Asset Register is £47m.					
	<p>We have 13,616 Lighting Columns. It is estimated that 35-45% of these columns have exceeded their expected service life of 25-30 years, with some in the region of 70 years.</p> <p>A luminaire replacement programme is nearing completion. Under this programme all luminaires have been changed from old energy inefficient units to LED units which use approx 50% of the energy required of old units, provide a more directional light with significant improvements to colour definition and vastly reduce light pollution which is hugely beneficial to dark skies.</p> <p>We do not have a comprehensive conditions index for Street Lights and illuminated signs, however they were inspected in our LED replacement programme. This has provided a prioritisation of columns due for replacement with the residual funding from the LED project together with other capital allocations that have been received.</p> <p>Service Standards: To ensure that our asset is maintained properly, electrical certification / testing is required every 6 years with column condition and ranking carried out every 4 years as part of scheduled planned maintenance. The next round of testing is now due.</p>					
Investment (current and planned)			Current Year		Anticipated Investment (£m)	
	Funding	Funding source	2023-24 (£m)	2024-25	2025-26	2026-27
	Block Allocation	Scottish Government	0.150	0.150		
	Block Allocation Carried Forward	Scottish Government	0.000	0.440		
	Additional Council Allocation	Council	0.290	0.010		
	LED Project - Prudential Borrowing	Council	0.061	0.613		
			0.501	1.213	0.000	0.000
2023-24 Overview						
Investment Strategy						
<p>The LED Upgrade Project funded by Prudential Borrowing is nearing completion in terms of luminaire upgrades, we are still looking to finalise this within financial year 2023/24, but this may slip due to the availability of micro-chips, specialist contractors etc. To date 240 columns have been identified in the poorest condition category and will be replaced through the LED Upgrade Project.</p> <p>In addition, with the extra capital funding received during 2023/24, a number of improvements schemes have commenced which will further upgrade the lighting stock.</p> <p>The anticipated capital budget of £150k for 2024/25 will see this column and cable replacement continue.</p>						
Risks						

1. Insufficient investment may lead to column and or systems failure with the possibility of damage to individuals/property.
2. Health and safety consideration of columns are old and rusted with the potential to fall down in adverse weather.
3. Lack of reliability and increased outages would lead to a corresponding increase in customer contact/complaints and a negative impact on the Council’s reputation.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

Lighting has benefited from investment to change luminaires to low energy LED. This has approximately halved our energy consumption and has provided benefits with significantly reduced light pollution and which benefits dark skies.

With investment of £150k for 2024/25, we will only be able to plan to improve a small percentage of lighting assets. We prioritise funding through a study of any planned maintenance findings, analysis of fault records and reliability, light level meter checks for inadequacies, column condition scores – all will be considered to compile and prioritise programs of work.

A thorough review of the LED programme will be carried out during 2024/25 to assess what was the position on commencement of the project and where we are now, and what funding shortfalls there may be. This will be reported to EDI during 2024/25.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Completion of LED installation programme	LED Business Case	Calculated	0	Asset sustainability
2. Column replacement and cabling works	£854k	Calculated	*	Asset sustainability
3. Continue asset sustainability works	tbc	Indicative – value tbc	*	Asset sustainability

- The review of the LED, column and cabling requirements for street lighting will identify funding requirements for future lighting works. A report will be brought to the ED&I committee later in 2024.

Match funding Opportunities/External Funding

	Achieved 2024-25	Opportunities 2025-26
Asset Sustainability		
Service Development		
Strategic Change		

Limited opportunities for match funding/external funding. Historically Scottish Futures Trust have provided interest free loans for lighting however it is understood that this funding stream is no longer available.

Links to relevant strategies

LED strategy for converting low efficiency luminaires to LED.

Climate Change strategy.

PRIORITY INVESTMENT PLAN

NOTE: Some sections require more information to be inputted which will be provided in due course

Asset Group	Amenity	3 rd Tier Manager	Hugh O'Neill and Tom Murphy							
Description of Asset Group and Condition Assessment	Asset Group	No and/or value.	Condition				Suitability			
			A	B	C	D	A	B	C	D
	Cemetery	131	44	8	8	5	0	0	0	66
	Parks and Open Spaces	30 Play Parks	6	4	18	2	4	6	16	4
	Parks and Open Spaces	Sports Fields	5	6	14	0	3	6	9	7
	Parks and Open Spaces	Stadium	2	0	1	0	0	3	0	0
	Toilet facilities	55	7	20	27	6	6	15	20	19
<p>Argyll and Bute Council has 131 Cemeteries with 66 Closed for the sale of lairs. They are however still being opened for interments as well as the Council being responsible for the upkeep of the Cemetery. They have been listed as Suitability D in the above Table.</p> <p>65 Cemeteries are open for the sale of lairs, however they have been broken down in the condition table to whether they have 20+ years Condition A, 10-20 years Condition B, 5-10 years Condition C and 0-5 years capacity Condition D.</p> <p>Argyll and Bute Council have 30 Play parks which are listed as D in urgent need of repair, C in need of repair, B minor repairs needed and A in good order.</p> <p>Argyll and Bute Council have 25 Sports pitches parks which are listed as D in urgent need of repair, C in need of repair, B minor repairs needed and A in good order.</p> <p>Argyll and Bute Council have 60 Public Conveniences are listed as D in urgent need of repair, C in need of repair, B minor repairs needed and A in good order from the condition survey.</p> <ul style="list-style-type: none"> - Sports Fields - We have 25 Sport Fields which cater for a mix of football/shinty and rugby. We have listed them as A=Good condition/B=Reasonable Condition/C=Poor Condition. Most require drainage work as well as work to improve the playing surfaces of the pitches and update/replace fencing. - Stadiums – We have 3 stadiums which are listed as 2 in good condition and 1 in poor condition - Toilets – 16 high footfall public conveniences are in the process of having charging infrastructure installed through a £300,000 scheme [£100,000 Council capital; £200,000 Coastal Communities]. Income received can be used to meet previously unachieved income targets. Depending on the level of income received, information from these 16 sites following the fitting of the charging infrastructure can be used in a business case to consider extending the number of public conveniences where charges are made. 										
Investment (current and planned)	Funding	Funding source	Current Year	Anticipated Investment (£m)						
			2023-24 (£m)	2024-25	2025-26	2026-27				
	Block Allocation	Scottish Government	0.100	0.100	0.000	0.000				
	Block Allocation Carried Forward	Scottish Government	0.182	0.411						
	Capital Grant (Play Parks)	Scottish Government	0.000	0.547	0.391					
	Coastal Communities Fund	Crown Estate	0.200							
	Council Additional Allocation	Council	0.000	0.310						
			0.482	1.368	0.391	0.000				

2023-24 Overview

Investment Strategy**Cemeteries**

Officers are reviewing the capacity of cemeteries, those with less than 5 years capacity are prioritised in line with budget availability. Cemeteries are either extended or when this is not possible then nearby land is identified where possible within Council ownership and if not then land owners are approached to purchase land. To support cemeteries with less than 5-10 years capacity, the EDI Committee has agreed a policy in regards to lair availability, whereby the pre-sale of lairs is stopped when capacity is less than 5-10 years.

Play Parks

Play Parks have been reviewed by trained officers to identify defective equipment and surfaces. Previously no funding has been available and defective equipment has either been removed or fenced off. On occasion funding sources have been identified to locally refurbish equipment and play parks such as Atlantis in Oban. The details of the review have now been collated highlighting the priority play parks in need of refurbishment with the Scottish Govt Funding and engagement is ongoing with elected members at present to agree a suitable spend for the budget locally. Play park funding will be covered by the Scottish Govt budget for another two years. There are no further plans to develop play parks further than this.

Pitches

Most pitches are in need of drainage work as well as work to improve the playing surfaces of the pitches and update/replace fencing. Several pitches have previously had drainage works carried out and now at least 6 need urgent drainage works to enable sports to be played on the pitches following wet periods.

In regards to Rothesay Stadium, this requires extensive drainage works as well as building works to ensure health and safety is not compromised. Work is also required to continue to improve the mobile stand.

Public Conveniences

Various public conveniences (PC) are undergoing improvements and general upgrades. At the P&R Committee meeting on 13/10/22 additional funding was approved subject to SG confirming the anticipated level of Coastal Communities funding being received. 16 high footfall public conveniences are in the process of having charging infrastructure installed through a £300,000 scheme. 16 PCs are being upgraded to door entry systems which will generate an income, through door payment systems, for the council which will contribute towards the asset sustainability and general day to day maintenance of the PCs.

R&IS will work with property colleagues with a view to putting in place an asset management system for Public Conveniences which helps to identify long term programmes of works removing the more reactive approach to none statutory property maintenance for the R&IS property estate.

The service has developed a number of robust partnerships with community groups to assist with the opening, closing, stocking and maintenance of public conveniences. This partnership approach, whilst fostering a collaborative arrangement with the community, it also helps to reduce direct costs to the Council. As a general rule the Council maintain full responsibility for the maintenance of the fabric of the building with the community groups carrying out the day to day servicing and cleaning duties. The locations with partnerships in place are:

Ardentinney

Tayinloan

Pensioners Row

Calgary

Scaranish

Risks of insufficient funding to carry out asset sustainability and asset improvement works:

1. As a Burial Authority, the Council will risk being in breach of legislation should there not be sufficient funding for cemetery expansion and development. Further, this will damage the council's reputation should more cemeteries close and cause negative feedback from deceased relatives etc.
2. Sports pitches would become unfit for purpose which would be detrimental to the council's objective of a healthy community. This would also see clubs using all weather facilities at the council's High schools, this

has recently been raised as an issue with clubs being unable to book the pitches due to over subscription. Officers have also experienced sports clubs taking their bookings to neighbouring authorities. Ongoing discussions with the local sports group regarding the development of Mossfield stadium in Oban have paused pending sufficient information to satisfy external funders/grant organisations. Discussions are ongoing with Oban rugby club around improvement to the pitch the club use adjacent to Mossfield stadium.

3. Breach of Health and Safety legislation if toilets are not maintained in a good condition and reputational damage to the Council. Not maintaining our public conveniences also limits the opportunities for the council to engage with potential third sector partners. It is interesting to note that there is no financial allocation through the GAE settlement for public conveniences.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

1. Cemetery investment will be prioritised on extending cemeteries with limited life as per the asset cemetery plan considered by EDI Committee in November 2023.
2. Sports field investment will be prioritised towards proportionate works which ensure that the sports facilities are available and fit for purpose for both young people and adults. Much of this work would include drainage of the playing surface, boundary fencing and any lighting together with changing rooms and associated buildings etc. All of these works effectively falling within the asset sustainability category.
3. Investment in playing fields would be prioritised where third party external funding can also be secured encouraging community groups to secure investment and work in partnership with the Council where this can be demonstrated to be sustainable long term.
4. Public convenience investment will be used to ensure we meet statutory requirements in terms of health and safety and public health.
5. Where business cases stack up, further investment over and above the 16 currently funded, will be made to generate income and a self-financing model through additional charging infrastructure being installed.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Burials/Cemetery Expansion and or Development	£310k	Indicative	Budget provision made in February 2023	Asset sustainability
2. Sports facilities/playing fields areas	£938k	Indicative	Works will be prioritised base on health and safety, facility use and value for money.	Asset Sustainability – carrying out proportionate works to ensure sports areas/playing field are available and fit for purpose.
3. Toilets – turnstiles	£300k	Calculated	£0 Fully funded for 16 sites	Asset Improvement

The highest priority for R&IS is Cemeteries at this time, there are 5 locations where there is less than 5 years available capacity for lair space as well as high level indicative costs for each location amounting to £310k. Experience of

previous expansion and land purchase timescales highlights that at least 5 years are required in some cases to identify, source, purchase and prepare the land for use as a cemetery.

Match funding Opportunities/External Funding

	Achieved 2024-25	Opportunities 2025-26
Asset Sustainability	£235k from Scottish Govt Play Park Fund	£391k from Scottish Govt Play Park Fund
Service Development		<p>Currently ongoing partnership discussions with sports clubs in Oban around attracting local investment to improve Mossfield Stadium and other sports fields in the Oban and Lorn area.</p> <p>Potential opportunities which are being pursued with the local sports group regarding the development of Mossfield stadium in Oban have paused due to the committee requiring to obtain certain aspects to satisfy potential funders.</p> <p>Discussions are ongoing with Oban rugby club around improvement to the pitch the club use adjacent to Mossfield stadium.</p>
Strategic Change		

Links to relevant strategies:

Play Park and Cemeteries: [December EDI](#) (Items 5 and 7).

PRIORITY INVESTMENT PLAN

Asset Group	Depots	Manager	Tom Murphy/John Blake		
Description of Asset Group and Condition Assessment	In terms of a description of the asset group, apart from the two new single depots in Helensburgh and Oban the remainder are increasingly unsuitable. A table with comments and future uses in terms of the proposed programme should capital funding be available is provided below. There is an ongoing review of the proposed programme and how it is resourced and funded:				
Area	Site	Retain and Repurpose	Dispose	Retain	Comments
Mid Argyll	Bishopton Rd		x		Compelling operational need/risk due to condition of fleet workshop
	Moneydrain		x		
	Kilmory	x			Site clearance and enablement progressing. Two phase project – full design; construct Fleet workshop Ph1; remainder Ph2
Islay	Bowmore Roads Depot		x		Housing
	Bowmore Amenity Depot		x		Once the depot is relocated out of Bowmore the site has potential for housing which may meet some of the demand for key worker accommodation on the Island.
	Springbank salt yard		x		Leased from Luss Estates
Dunoon	Hamilton St	x			Suitable for single depot site, limited groundworks required unlike Kilmory and JQ
	Victoria Rd		X		Punitive lease arrangement and ongoing maintenance costs are v high
	Broxwood		X		Storage area in Sandbank
	Millhouse			X	Important for winter service
Kintyre	Roading Garage	x			The two Roading sites are nearby, with the Renewi site inbetween. The former KRL building is to the rear of the Garage. There could be possibilities for a single depot on or around parts of these sites
	Roading amenity depot	x			As above

	MACC roads depot		x		Leased
Oban	Jackson Quarry	x			This is complete
	Mill Park		x		
	Appin		x		
	Dalmally			x	Important for winter gritting – adjacent to A819 which is the most turned out route in AB

Investment (current and planned)	Funding	Funding source	Current Year	Anticipated Investment (£m)		
			2023-24 (£m)	2024-25	2025-26	2026-27
	External Income	Revenue		0.012	0.000	0.000
Capital Grant – Area control Accounts	Scottish Government		0.030	0.000	0.000	0.000
			0.042	0.000	0.000	0.000

2023-24 Overview

Investment Strategy

Asset sustainability in terms of general day to day maintenance is undertaken by Property colleagues through the Central Repairs Account within revenue.

There is no identified funding for investment in service development/strategic change projects, however; were funding to be identified we would look to develop a programme considering such factors as operational need, asset condition, ongoing maintenance cost avoidance and commercial opportunities for sites to be vacated. Ultimately the programme should be driven by operational need as opposed to possible savings.

A scheme in Lochgilphead would be the first priority due to the condition of the Bishopton Road fleet workshop; followed by Islay due to housing demand then Dunoon due to high lease and maintenance costs.

Risks

Apart from the new depots in Oban and Helensburgh the condition of the remainder of the asset group is increasingly unsuitable. Capital investment is required both to provide fit for purpose facilities for the workforce as well as to reduce the over number of assets, releasing sites for other economic opportunities.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

There is no identified capital funding.

Top three service priorities (please list the top three service priorities and whether or not funding is currently available or potential sources of funding, as well as timelines. This provides Elected Members with an insight into

what will or could be funded to maintain/improve service delivery. This section will help to inform thinking on future priorities, lobbying activity and external funding bids and to develop a pipeline of projects)

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Lochgilphead depot rationalisation	£3million	Indicative based on cost of Jackson's Quarry depot Oban, completed 2021	£3million [note some of these costs could be offset by borrowing against income derived from vacated sites. At the last valuations this could raise c. £1million borrowed over 30yrs]	Service development
2. Islay depot rationalisation	£1million	Indicative	£1million	Strategic change [enabling new housing opportunities]
3. Dunoon	£1-2million	Indicative	£1-2million	Service development

It should be noted that the above costs are indicative at this stage. Further work is required to firm up the costs and this will be reported in due course.

Match funding Opportunities/External Funding

	Achieved 2024-25	Opportunities 2025-26
Asset Sustainability	Capital receipts / revenue generated from surplus depots	
Service Development		
Strategic Change		

Links to relevant strategies

PRIORITY INVESTMENT PLAN

Asset Group	Parking	3 rd Tier Manager	Hugh O'Neill									
Description of Asset Group and Condition Assessment	Argyll and Bute have 118 off street car parks ranging from formally laid out urban car parks to less formal more rural car parks.											
	There is no fixed scoring mechanism for our car parks, although safety inspections are carried out to a standard similar to those carried out on the road network. Wardens and local roads inspectors report issues as and when necessary. We recently updated our car park inventory on our Asset Management System and facilitate regular condition inspections in all ABC car parks to ensure best value.											
	Asset Group		No.		Condition				Suitability			
					A	B	C	D	A	B	C	D
	Car Parks		118		42	53	21	1	N/A	N/A	N/A	N/A
Argyll and Bute Council has 29 Pay and display car parks. We have no details in regards to suitability, therefore have gauged the asset on Condition alone as per above.												
There is no capital funding for car parks – car park maintenance budget money is funded from income raised from fees and charges.												
Investment (current and planned)	Funding		Funding source		Current Year		Anticipated Investment (£m)					
					2023-24 (£m)		2024-25		2025-26		2026-27	
	COVID Funding		Scottish Government		0.096		0.000		0.000		0.000	
	TOTAL				0.096		0.000		0.000		0.000	
2024-25 Overview												
Investment Strategy												
£270k Annual Revenue Funding for Maintenance Improvements to lining, car park surfaces and associated maintenance of grounds and parking machines. Improve current condition of sites with the most deterioration in line with finances available.												
Risks												
<ol style="list-style-type: none"> Insufficient investment in proper surfaces may incur liability claims with an increase in 3rd party insurance claims Loss of revenue if parking meters are not fixed timeously or if car parks are in a sufficiently poor condition it will discourage their use. Failure to future proof car parks with Traffic Regulation Orders to allow proper management and enforcement may make Argyll and Bute less popular as a tourist destination and reduce tourist numbers affecting the local economy/tourism and businesses. Improving current site conditions will improve tourist numbers and better manage traffic around towns and villages. 												
Summary of Planned 2024/25 investment												

Investment Strategy at funding levels indicated above

A further Funding bid for Glen Loin 2 Car Park was successful for £30k towards Designing a new car park area. This is expected to allow future funding bids to re-design the car park and possibly install toilets, EV Charging bays and camper van bays. Predictions on funding will be no sooner than 2024/25 and will not be evaluated until next year (2024).

Issues have arisen due to over use of the Ferry Terminal at Western Ferries in Dunoon. The current marshalling area is too small and as such on busy dates (particularly summer and when the R&BT is closed), cars are stopping and waiting on the roadway which is causing an obstruction for other road users. As Roads Authority the Council has a duty to ensure that the road network is safe and available for the travelling public. In situations where traffic may be causing congestion the council will work with any operator or business who may be contributing to the congestion.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Glen Loin 2	Unknown			Asset Sustainability
2. Tobermory Car Park	Approx £1-£2M	Previously calculated	£1-£2M (no funding identified at this time)	Service Development
3. Revenue Improvements	£270k	Calculated	£0	Asset Sustainability

During Covid, Loch Lomond experienced large volumes of staycation visitors which has continued into 2023/24. A partnership group including The National Park, Forestry & Land Scotland, Transport Scotland, Police Scotland, Luss Estates and Argyll and Bute Council worked together to support local communities in and around Luss, Arrochar and Duck Bay areas. Part of this included a Traffic Management plan which sought to improve and increase the car park at Glen Loin 2. Funding was successfully bid to redesign the car park with support from Rural Tourism Scotland; the plan to re-design the car park is fully supported by the other partners. The finalised re-design has not yet been fully costed.

The Tobermory Car Park is currently held in abeyance due to the increase in costs experienced for the joint Cemetery and Car Park project. The island community of Mull are keen to improve the parking infrastructure particularly around Ledaig, Tobermory and further discussions have taken place to look at other potential nearby sites. Consideration will be given as to whether there are any other funds to be accessed to support the build of the car park e.g. Island Infrastructure Fund / Crown Estate.

Match funding Opportunities/External Funding

	Achieved 2024-25	Opportunities 2025-26
Asset Sustainability	RTIF Funding for improvement of Glen Loin 2 Car park extending into next financial year.	Crown estates Funding
Service Development		Islands Infrastructure Fund
Strategic Change		

Links to relevant strategies:

N/A at this time as Design is still being carried out for Glen Loin 2 in Arrochar.

PRIORITY INVESTMENT PLAN

Asset Group	Bridges & Retaining Walls	3 rd Tier Manager	Elsa Simoes																																																	
Description of Asset Group and Condition Assessment		Number	Condition Indicator*																																																	
	Bridges (over 1.5m span)**	903 (increase from 2022/23 due to new structures identified not previously listed on the asset register)	BCi 88.83***																																																	
	Recorded retaining walls (over 1m retained height) – estimated that 80% of total number are recorded**	912																																																		
<p>* Very good >=90 & <=100; Good >=80 & <=90; Fair >=65 & <=80; Poor >=40 & <=65; Very Poor >=0 & <=40</p> <p>**Culverts under 1.5m span are managed by Operations and are excluded from the above – however, if a culvert is replaced and its span is increased above 1.5m due to flood risk mitigation, it would be reclassified as a bridge.</p> <p>**Retaining walls under 1m retained height are managed by Operations</p> <p>*** This demonstrates a continued deterioration from 89.01 in 2021/22, 89.06 in 2020/21, 89.27 in 2019/20 and 90.72 in 2012/13. It should be noted that structural assets deteriorate slowly. In future, it is expected the weighted average BCi will be recorded. Currently it is 89.13 – a deterioration compared to 89.33 in 2021/22, 89.47 in 2020/21 and 89.92 in 2019/20.</p> <p>Bridge Condition is calculated through Structural Inspections carried out by in-house Bridge Inspectors through the Asset Management Software used by a number of Councils.</p> <p>Structural condition is measured through the in-house inspection of assets which considers each element of a structure. National guidance documents are utilised as well as a standardised Asset Management system.</p> <p>There is a backlog of maintenance due to a number of structures that have been identified below (currently) totalling £26.4m.</p> <table border="1"> <thead> <tr> <th>Bridge No. & Name</th> <th>Area</th> <th>Restriction (MGW)</th> </tr> </thead> <tbody> <tr> <td>A846-239 LAGGAN OLD (Weak Bridge)</td> <td>Islay</td> <td>10T</td> </tr> <tr> <td>B8025-020 ISLAND ADD (Weak Bridge)</td> <td>Mid Argyll</td> <td>3T</td> </tr> <tr> <td>B866-020 GLACHAVOIL (Weak Bridge)</td> <td>Cowal</td> <td>7.5T</td> </tr> <tr> <td>C012-050 MILINDRY SCHOOL (Weak Bridge)</td> <td>Islay</td> <td>13T</td> </tr> <tr> <td>C038-010 BRIDGEND (Weak Bridge)</td> <td>Mid Argyll</td> <td>18T</td> </tr> <tr> <td>C038-050 BARMOLLOCH (Weak Bridge)</td> <td>Mid Argyll</td> <td>18T</td> </tr> <tr> <td>C057-010 OLD BALLIEBEG (Weak Bridge)</td> <td>Cowal</td> <td>18T</td> </tr> <tr> <td>U010-090 LEACAINN (BRENACHOILLE) (Weak Bridge)</td> <td>Mid Argyll</td> <td>7.5T</td> </tr> <tr> <td>U010-100 BRANDON STREET (Weak Bridge)</td> <td>Cowal</td> <td>7.5T</td> </tr> <tr> <td>U021-020 IRON (Weak Bridge)</td> <td>Islay</td> <td>3T</td> </tr> <tr> <td>U022-050 GLENDARUEL (Weak Bridge)</td> <td>Cowal</td> <td>7.5T</td> </tr> <tr> <td>U027-010 MILLHOUSE (Weak Bridge)</td> <td>Cowal</td> <td>18T</td> </tr> <tr> <td>U031-010 NEWTON BURN (Weak Bridge)</td> <td>Cowal</td> <td>10T</td> </tr> <tr> <td>U042-100 AIRDS HOTEL (Weak Bridge)</td> <td>Lorn</td> <td>10T</td> </tr> <tr> <td>U046-010 KILBRIDE (Weak Bridge)</td> <td>Cowal</td> <td>10T</td> </tr> </tbody> </table> <p>October 2023 saw an extreme weather event damage a number of bridges in Argyll and Bute. Scientific evidence has proven that a rise in temperature results in more moisture in the atmosphere and therefore more rain. The recent weather events in Argyll and Bute, the wider UK and further afield confirm that we are very likely to see an increase in extreme weather events which are likely to impact bridges and structure as we have seen from the October 2023 event. These events are likely to place significant financial demands on the Council. The following schemes are currently being progressed:</p>					Bridge No. & Name	Area	Restriction (MGW)	A846-239 LAGGAN OLD (Weak Bridge)	Islay	10T	B8025-020 ISLAND ADD (Weak Bridge)	Mid Argyll	3T	B866-020 GLACHAVOIL (Weak Bridge)	Cowal	7.5T	C012-050 MILINDRY SCHOOL (Weak Bridge)	Islay	13T	C038-010 BRIDGEND (Weak Bridge)	Mid Argyll	18T	C038-050 BARMOLLOCH (Weak Bridge)	Mid Argyll	18T	C057-010 OLD BALLIEBEG (Weak Bridge)	Cowal	18T	U010-090 LEACAINN (BRENACHOILLE) (Weak Bridge)	Mid Argyll	7.5T	U010-100 BRANDON STREET (Weak Bridge)	Cowal	7.5T	U021-020 IRON (Weak Bridge)	Islay	3T	U022-050 GLENDARUEL (Weak Bridge)	Cowal	7.5T	U027-010 MILLHOUSE (Weak Bridge)	Cowal	18T	U031-010 NEWTON BURN (Weak Bridge)	Cowal	10T	U042-100 AIRDS HOTEL (Weak Bridge)	Lorn	10T	U046-010 KILBRIDE (Weak Bridge)	Cowal	10T
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- B839-50 Lochgoilhead Bridge Emergency Works October 23
 - Major scour repairs to both abutments, central pier, all approach walls, pitched invert and all associated works,
 - Estimated cost circa £120k.
- B836-060 Balliemore Bridge Emergency Works October 23
 - Temporary bridge and bypass road required whilst existing bridge is demolished and replaced,
 - Estimated cost circa £1.9m.
- C057-020 Bridgend Bridge Emergency Works October 23
 - Scour repairs and masonry repointing works,
 - Estimated cost circa £30k
- B844-010 Kilninver Bridge Emergency Works October 23
 - Major scour repairs, repairs of undermined abutment and stabilisation of upstream and downstream embankments,
 - Estimated cost circa £120k.
- A816-110 Cuilfail Hotel Bridge Emergency Works October 23
 - Demolition and replacement of severely scour damaged bridge including upstream and downstream scour protection works,
 - Estimated cost circa £2m.
- U021-030 Ri Cruin Bridge Emergency Work Oct 23
 - Repair of scoured abutments,
 - Estimated circa £50k.
- A815-279F Victoria Footbridge Emergency Works October 23
 - Minor works – obstruction clearance,
 - Estimated circa £2k.
- A814-280 Glenmallan Bridge Emergency Works October 23
 - Minor works – obstruction clearance,
 - Estimated circa £2k.
- B833-025 Lindowan Burn Culvert Emergency Works October 23
 - Minor works – obstruction clearance,
 - Estimated circa £5k.
- B828-010 Glenmore Bridge Emergency Works October 2023
 - Minor works – obstruction clearance,
 - Estimated circa £3k.
- Structures Special Inspections following October 23 Flood Events
 - Emergency inspection of all at risk structures within area of extreme weather event,
 - Estimated circa £15k.

Investment (current and planned)	Funding	Funding source	Current Year	Anticipated Investment (£m)		
			2023-24 (£m)	2024-25	2025-26	2026-27
	Block Allocation	Council	0.450	0.450		
	Block Allocation Carried Forward	Council	(0.071)	1.056		
	Additional Council Allocation (Bute Sea wall)	Council	0.059	0.621		
	Coastal Change Adaptation	Scottish Government	0.041	0.246		
	Local Bridge Maintenance Fund	Scottish Government	0.173	4.827	0.203	
			0.652	7.200	0.203	0.000

2023-24 Overview

Investment Strategy

Bridge Inspections are carried every 24 months in accordance with DMRB Standards.

Principal Inspections / Structural Reviews / Bridge Assessments are undertaken to determine priority of strengthening/improvement works.

Capital Bridge Strengthening and Replacement Programme is prioritised using an in-house risk-based methodology which considers overall condition and risk of structure, extent and severity of defects, usage of structure and engineering judgement. This methodology has been modified in recent years to take account of new SCOTS guidance.

Revenue Structural Maintenance is currently prioritised using an in-house risk-based methodology which considers overall condition of structure, extent and severity of defects, usage of structure and engineering judgement.

Bridge Parapets (including vehicular barriers associated with bridge structures) have been ranked using an in-house system of factors.

Structures:

1. Capital Bridge Strengthening and Replacement Programme

Schemes currently being progressed:

- *A816-120 Oude Bridge Replacement – Local Bridge Maintenance Fund (LBMF)*
- *A849-280 Pennyghael Bridge Replacement - LBMF*
- *A846-270 Glenegedale (2) Bridge - LBMF*
- *B844-010 Kilninver Bridge - LBMF*
- *B840-140 Ardchonnell Bridge - LBMF*
- *B839-050 Lochgoilhead Bridge - LBMF*
- *A815-230 Cothouse Bridge - LBMF*
- *B842-010 Claonaig Bridge - LBMF*
- *B842-150 Whitestone Bridge - LBMF*
- *U025-060 Auchanfruin Bridge*
- *U022-050 Glendaruel Bridge*
- *U014-00-W32 Middle Brae Retaining Wall*
- *B833-025 Lindowan*
- *A8003-010 Waulkmill Bridge*
- *A817-020 Auchengaich Bridge Repairs*
- *B844-030 Clachan Bridge Repairs*
- *B872-040 Whistlefield South Bridge*

2. Revenue Structural Maintenance Programme

- *Bridge & Wall Inspections*
- *Bridge & Wall Maintenance Repairs*
- *Management of Abnormal Load Notifications*
- *Technical Approval*
- *Asset Management*

3. Revenue Structural Assessment

- *Assessment of Bridges and Retaining Walls*

The current level of total capital & revenue funding is expected to result in an increase in the number of restricted bridges in the longer term as well as a reduction in the overall Bridge Condition indicator (BCI).

Coastal Protection:

1. Capital Coastal Protection

- *Coastal Protection Strengthening Repairs*

2. Revenue Coastal Protection:

- *Coastal Protection Inspections*
- *Coastal Protection Maintenance Repairs*

3. *Asset Management***Risks**

1. Increase in risk of bridge/road weight restrictions or closures.
2. Communities being left isolated should any single access areas have closures or restrictions imposed. For example Seil, Easdale and Luing communities will be severely affected if Kilninver bridge had to have a restriction.
3. Inspections, assessments and works are prioritised to best manage the risks versus available funding and the Council's responsibilities for its assets.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Emergency October 2023 works following extreme weather event	£3.248m	Indicative	£3.248m	Asset sustainability
2. Bridge Strengthening and Replacement Programme	£TBC	Calculated	£TBC	We have funding from SG for bridge strengthening however initial cost estimates are significantly above funding however will go back to SG to question terms of the grant and will revert back to Members.
3. Coastal Protection Schemes	25m	indicative	23.4m	Asset sustainability

Match funding Opportunities/External Funding

	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability	Coastal Change Adaptation - £129k (for FY24/25)	Coastal Change Adaptation. Applications totalling £491k submitted this year: <ul style="list-style-type: none"> • Tiree SMP/CCAP - £72k • Islay SMP/CCAP - £62k • Dunoon- West Bay SMP/CCAP - £16k • Campbeltown SMP/CCAP - £81k • Helensburgh, Garelochhead and Cardross SMP/CCAP - £162k

		<ul style="list-style-type: none"> • Rothesay, Port Banatyne, and Kilchattan SMP/CCAP - £98k
Service Development	None.	
Strategic Change	None.	
<p>Links to relevant strategies</p> <ul style="list-style-type: none"> • Maintain safe network of structures in accordance with Roads (Scotland) Act 1984 • Argyll and Bute Council - Roads Asset Management Plan (RAMP) - June 2017 • Argyll and Bute Council - Coast Protection Policy and Strategy - March 2015 • Ensure value for money for Council (through provision of cost efficient in-house design team). Maintain stock of Qualified Engineers. 		

PRIORITY INVESTMENT PLAN

Asset Group	Flood Protection Infrastructure	3 rd Tier Manager	Elsa Simoes
Description of Asset Group and Condition Assessment	<p>Existing Flood Protection Scheme Assets:</p> <p>Designed flood protection schemes in</p> <ul style="list-style-type: none"> ○ Rothesay (coastal), ○ Dunoon (two no. fluvial alleviation schemes; Milton Burn and Kilbride Road). <p>No formal condition rating.</p> <p>Concerns about Rothesay FPS are known. Investigations and studies are ongoing to determine future maintenance requirements.</p> <p>Current/Future Flood Protection Schemes:</p> <ol style="list-style-type: none"> 1. Campbeltown Flood Protection Scheme started construction in 2022 and is programmed to be completed in early 2024, 2. Tigh Dear Road scheme, identified through Kilcraggan SWMP commenced site works October 2023 programmed for completion February 2024, 3. Helensburgh surface water drainage has also been identified and designs are ongoing 4. Future potential schemes are subject to available funding from the Scottish Government and Argyll and Bute Council (anticipated 80%/20% split). The following schemes were reported to the Scottish Government in 2023: <ol style="list-style-type: none"> a. Proposed Cycle 2 schemes (2024-28). Current, anticipated 20% share for three schemes is £504k; <ul style="list-style-type: none"> ○ Dunoon Black park ○ Dunoon Sandhaven ○ Lochgilphead b. Proposed Cycle 3 schemes (2026-35). Current, anticipated 20% share for three schemes is £7.566m; <ul style="list-style-type: none"> ○ Clachan ○ Oban ○ Tarbert ○ Helensburgh <p>Other structures which provide informal flood protection to population centres require to be documented in order to quantify the asset, owner, and condition. This is in part the purpose of the Local Flood Risk Management Plan 2022-2028, to assess risk in those areas affected by flooding.</p> <p>Watercourse assessments are being carried out and a schedule of clearance and repair works to be programmed following these.</p> <p>A Surface Water Management Plan has been incorporated into the Campbeltown Flood Protection Scheme and the Council aims to prioritise other areas respectively.</p> <p>Shoreline Management Plans are a requirement from the Flood Risk Management Plans. Coastal Change Adaptation budget is able to be used for this and the Council is in the process of awarding to a specialist consultant and applying for funds from Coastal Change Adaptation.</p> <p>The two Local Flood Risk Management Plans which relate to Argyll and Bute as described in this document (Highland and Argyll, Clyde and Loch Lomond) have been updated to Cycle 2 which cover 2022-2028.</p>		

	<p>The maintenance backlog on designed flood protection assets is currently minimal (Rothesay and Dunoon) as these assets are relatively new. Current flood alleviation assets are maintained under a combination of flood, coastal, and roads budgets depending upon the context.</p> <p>On a wider scale there are under and un-designed flood protection assets throughout Argyll and Bute which are not formally recognised as such and may not be owned by the Council but serve this purpose e.g. the banks of the Black Lynn Burn through Oban. There is an unknown backlog on such assets but would certainly run to tens of millions of pounds of investment to bring to an ideal condition.</p>																																																									
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2023-24 Overview																																																										
<p>Investment Strategy</p> <p>On a strategic scale this is through the Local Flood Risk Management Plan(s) and the SEPA led National Flood Risk Assessment process to consider local history and impact of flooding as well as national flood risk based on climate change predictions – all in accordance with Flood Risk Management (Scotland) Act 2009.</p> <p>The cost of implementing flood protection schemes has to be less than the damages avoided i.e. a benefit cost ratio of greater than one. Non-economic benefits are also being considered by SEPA. However, the weighting this has on its prioritisation is being considered by the Scottish Government and COSLA.</p> <p>Risks</p> <ol style="list-style-type: none"> 1. A key risk is loss of investment from Scottish Government. There is a defined process currently for assessing flood risk and prioritising investment across Scotland. If ABC do not participate in this process then the potential for 80% funding of flood schemes is lost. 2. Road closures and loss of assets – Several population centres in Argyll and Bute will be at significant risk of more frequent flooding in the future with climate change. Communities living along lifeline roads may be cut off temporarily. This will lead to considerable financial impact to properties and businesses. Ultimately, significant flooding events can lead to loss of life. 																																																										

Summary of Planned 2024-25 investment				
Investment Strategy at funding levels indicated above				
Top three service/asset group priorities				
Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Completion of Campbeltown Flood Protection Scheme	15.215m	Calculated	£710k	Strategic Change
2. Carrying out works as identified under section 18 scheduled of clearance and repair.	TBC	TBC	TBC	Asset Sustainability
3. Carry out emergency and urgent reactive works punctually	Unknown	N/A	Unknown	Asset Sustainability
<p>Delivery of identified Cycle 2 schemes as per the Local Flood Risk Management Plan cycle one flood studies are considered as possible future schemes should Scottish Government Funding be identified and made available. Scottish Government funding would be expected to cover 80% of each scheme.</p>				
Match funding Opportunities/External Funding				
	Achieved 2023-24	Opportunities 2024-25		
Asset Sustainability	None	Not Yet Known		
Service Development	None	Not Yet Known		
Strategic Change	80% contribution for Campbeltown Flood Protection Scheme from Scottish Government.	Possible Scottish Government identification of funding for 80% contribution to Cycle 2 Schemes identified from Cycle 1 Studies.		
Links to relevant strategies				
<ul style="list-style-type: none"> • Argyll and Bute Council - Flood Risk Management Policy – March 2015 • Flood Risk Management Plans (Cycle 2): <ul style="list-style-type: none"> ○ Highland and Argyll - Local Flood Risk Management Plan (2022-2028) ○ Clyde and Loch Lomond - Local Flood Risk Management Plan (2022-2028) • Campbeltown Flood Protection Scheme (argyll-bute.gov.uk) 				

PRIORITY INVESTMENT PLAN

Asset Group	Fleet Services	3 rd Tier Manager	John Blake																													
Description of Asset Group and Condition Assessment	Fleet Services	No.	Condition				Suitability																									
			A	B	C	D	A	B	C	D																						
	Fleet vehicles & plant equipment	504																														
	TOTAL	504																														
<p>Fleet services are currently reviewing market costs for petrol/ diesel vehicles and the cost of alternatively fuelled vehicles, e.g. electric vehicles. A cost profile will be provided for petrol/ diesel vehicles and a comparison showing the difference in cost when purchasing electric vehicles. The costing will show the capital costs for outright purchase and the costs for leasing.</p> <p>A costing is being produced which reflects the maintenance costs of car and small vans to offer an index calculation on expenditure for maintaining this vehicle type and size.</p> <p>Vehicles and plant equipment will be maintained in line with current legislation.</p>																																
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	Prudential Borrowing	Council	1.941	0.246	0.000	0.000																										
	Earmarked Reserves	Capital	0.325	0.000	0.000	0.000																										
	Additional Council Allocation	Council	0.000	1.180	0.000	0.000																										
	Total		2.266	1.426	0.000	0.000																										
2023-24 Overview																																
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<p>There are insufficient funds capital available for considering a replacement cycle beyond 2025 for all vehicles with an internal combustion engine. The SG committed to phase out the use of vehicles with internal combustion engines in the Public Sector beyond 2025. There is currently no legislation or clarification of an exact implementation date as discussions ongoing with sector.</p>																																

The authority operates 504 Fleet vehicles. Vehicles are replaced dependant on funding and the focus replaces vehicles which cost a significant amount of revenue to maintain. The number of vehicles replaced within financial year 2023/24 is dependent on on-going funding. Vehicles purchases outstanding and awaiting delivery includes:

- 1 x White lining vehicle – out for procurement;
- 2 x 26 tonne RCV's – Orders placed, delivery March 24
- 1 x 18 tonne RCV - Order placed delivery Feb/March 24
- 7 x 7.5 tonne crew cabs – Order placed delivery Feb/March 24

The Scottish Government are making changes to the legislation relating to vehicle use in the public sector. It is expected that these changes will come into force 1st January 2025. All cars and small vans under 3.5 tonnes in weight replaced after this implementation date shall be zero emission vehicles. Existing internal combustion engines (ICE) vehicles will be permitted to be used until their end of life or disposal. There are 124 vehicles with ICEs which when replaced, beyond 1 January 2025 will have to be replaced with zero emission vehicles. Investment is required to ensure a programme is implemented for changing the current petrol and diesel vehicles to zero emission vehicles beyond 2025. Capital costs for replacing all vehicles under 3.5 tonnes (small cars & vans) is £8,017,749 capital, revenue costs for leasing the replacement vehicles is £1,233,066 per annum, the lease term is 3 years and includes maintenance.

Charging infrastructure is required to support the transition to comply with the Scottish Government requirements on public sector bodies to move to zero emission/electric vehicles. The infrastructure requirements will be a challenge to the authority due to the power supply required and the geographical area of Argyll and Bute inclusive of island settings. A&BC will need to continue investment levels, to date funded via Scottish Government, for charging infrastructure throughout Argyll & Bute to support compliance. Currently A&BC is rolling out charging infrastructure as per reporting to the ED&I Committee. However, there are some locations where there is insufficient grid capacity to supply chargers.

There is currently underspend/ slippage, this is due to the build time for replacement vehicles. Timeframes vary from 6 months to 24 months to procure suitable vehicles and plant equipment although improvements have been experienced for many vehicles with some specialist vehicles still experiencing long lead times . Capital investment with an element of prudential borrowing has allowed for essential vehicles to be replaced through capital purchase. It is noteworthy that all replacements are essential and purchases have been made on the basis of increased maintenance costs with particular vehicle types. High maintenance costs remain prevalent, this is due to the absence of sufficient funding to replace the Fleet on a cyclical basis.

Fleet is one of the areas that will have a further review as part of the Roads and Infrastructure Services review and further information will be brought forward to Members during 2024/25.

Risks

1. The inability to provide reliable, safe fleet vehicles and plant to service users to fulfil statutory requirements relating to work plans. There is a significant risk with the current ageing Fleet and having insufficient funds, the only option to mitigate against this risk is to invest in a full fleet replacement cycle. Capital funding has been made available with an element of prudential borrowing to purchase essential vehicles. The balance of replacement is difficult as all vehicles are essential.
2. Increased revenue expenditure for repairs and maintenance as well as service disruption due to vehicles being off the road, this risk can be related to current maintenance costs which are attributable due to the older vehicles that the authority continues to operate.
3. The Council must comply with changes in legislation beyond 2025 for smaller vehicles to move away from petrol and diesel fuelled types. There is a risk of legal non-compliance beyond this date if financial provision isn't readily available to replace required vehicles. In addition, EV infrastructure requires investment to allow the introduction of the vehicles into the service should funding be made available.

To comply with legislative changes beyond 2025, the capital costs for replacements would be:

Table 1. Purchase - Best value

Vehicle Class	Vehicle Class 2	Purchase Price - Best Value
---------------	-----------------	-----------------------------

02 x 7	Car Derived Van/P-up	224,900
03 x 29	Cars/Estates	998,712
04 x11	Panel Van < = 3000Kg	574,000
06 x 3	Car 4x4	61,800
20 x12	Accessible Car	471,000
21 x 14	MPV	848,250
22 x 46	Bus 12-17 Seater	4,312,000
35 x 5	Tipper 300>3500Kg	527,087
Grand Total		8,017,749

This is the total cost, not all required in one year.

There are no PHEV or EV 4X4 available

Table 2. Leasing – Best value per annum

Vehicle Class	Vehicle Class 2	Lease Price - Best Value
02	Car Derived Van/P-up	50,297
03	Cars/Estates	196,989
04	Panel Van < = 3000Kg	119,434
06	Car 4x4	14,790
20	Accessible Car	97,920
21	MPV	162,400
22	Bus 12-17 Seater	473,536
35	Tipper 300>3500Kg	117,700
Grand Total		1,233,066

Lease costs above are per annum

This is the lease cost if all vehicles were replaced at the same time, which is not required.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

Asset sustainability - The Council has a duty to ensure vehicles are fit for purpose and comply with current legislation. Due to increasing repair and maintenance costs, an essential vehicle replacement programme is continues. Capital and revenue savings have been identified in the procurement of new vehicles. With smaller vehicles having to be replaced with zero emission vehicles/electric vehicles beyond 2025, there is an anticipated increase in replacement costs associated with vehicle replacements. The cost of replacing cars and small vans beyond 2025 is £8,017,749 in capital expenditure or revenue expenditure of £1,233,066 per annum over a 3 year period.

Vehicle replacements will be programmed ensuring that suitable, reliable fleet vehicles and plant equipment are available for service users, and with limited capital investment this will possibly be achieved through prudential borrowing.

This will also contribute to climate change with more modern vehicles purchased and reduced CO2 emissions contributing to the wider council net zero ambitions.

A full replacement cycle would be at a cost of £18m, this is based upon a recent calculation conducted, this will be refreshed again this year. Fleet purchases have already been made with a significant level of capital funding spent on roads vehicles.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Changes to legislation within the public sector informs us that from 2025 no petrol or diesel cars or light vans can be purchased as suitable replacements. Electric vehicles will be procured.	Indicative costs, January 2022 figures (to be refreshed)	(Calculated) Capital Revenue	£8,017,749 £1,203,066* per annum (over 3 years)	Asset sustainability (like for like service will be the outcome)
2. Replacement (remainder of the Fleet) essential replacements, investment required	£1.5m	Indicative	£1.5m	Fleet vehicles and plant

Match funding Opportunities/External Funding

	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability	None identified	None identified
Service Development	None identified	Funding sources relating to roll out of petrol / diesel phase out beyond 2025
Strategic Change	None identified	None identified

Links to relevant strategies

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PRIORITY INVESTMENT PLAN

Asset Group	Waste Services	3 rd Tier Manager	John Blake			
Description of Asset Group and Condition Assessment	<p>SEPA condition surveys and site monitoring to ensure compliance with environmental legislation. The sites are permitted by SEPA to operate the sites. Renewi through a Waste PPP contract manage sites on behalf of the Council. The sites include civic amenity and landfill sites at the one locus, mixed waste, recycling etc. is managed on site. Renewi manage Moleigh, Dalinlongart, Lingerton, Westland's, Roading and Bogleha. The Council manage sites on Islay, Mull, Tiree and small civic amenity site on Coll and Colonsay. Officers monitor the requirements for each site. Renewi have the responsibility for infrastructure within the Waste PPP sites.</p> <p>Investment is required at Moleigh, Dalinlongart, Lingerton and Westland's, there is a requirement for capital investment of £1m for cell capping, environmental monitoring, annual surveys, additional boreholes for gas related equipment, replacements pumps, leachate monitoring points, relining of leachate lagoons and reed beds beyond the contract term in financial years 2026-27. This investment would be made through capital funds. However, if revenue funding is available this could be used to undertake the required works.</p>					
	Asset Group	No and or/Value*	CONDITION (percentages based on total asset value)			
			Green/Purple	Yellow	Amber	Red
	Moleigh, Dalinlongart, Westland's and Lingerton.	£1.0million	0%	0%	0%	100.00%
Investment (current and planned)	Funding	Funding source	Current Year	Anticipated Investment (£m)		
			2023-24 (£m)	2024-25	2025-26	2026-27
	Block Allocation	Scottish Government	0.000	0.000	0.000	0.000
	Earmarked Reserves	Council	0.000	0.118	0.000	0.000
	Prudential Borrowing	Council	0.091	0.076	0.000	0.000
	Additional Council Allocation	Council	0.000	3.500	0.000	0.000
	Capital Grant - Area Control Accounts	Scottish Government	0.004	0.000	0.000	0.000
			0.095	3.694	0.000	0.000
2023-24 Overview						
Investment Strategy						
<p>Assessment and review is conducted by officers. Property have the responsibility for assessing any requirements or maintenance to the sites. Asset Sustainability is the primary driver for investment, however, there is a lack of investment made at sites.</p>						
Risks						
<p>1. Future ongoing investment will be required to meet the site licence requirements that are regulated by SEPA. An estimated £1.0m is required beyond the Biodegradable Municipal Waste (BMW) Ban for site works and the requirement for on-going capital costs. Funding to achieve compliance has not been identified.</p>						

2. Non-compliance with statutory requirements and likely prosecution by SEPA if compliance is not met.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

Funding is in place to convert the MBT sheds which are currently part of the PPP contract with Renewi to transfer stations and also to provide a waste transfer station in Helensburgh.

Investment is required on all sites within the next 30-60 years, the Council sites will require investment at varying stages, the lower level cost for the management of the sites are £10.929m – higher level costs are £16.085m. The investment will be required under Asset Sustainability to ensure that the conditions of the site licences are met. Licence conditions are monitored by the regulator SEPA. The works will include but not be limited to reed bed restoration, leachate monitoring equipment, landscaping, perimeter fencing, building maintenance, access roads etc. No immediate investment is required, this should however be noted within any horizon planning.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Moleigh, Dalinlongart, Lingerton and Westland's site maintenance	£1.0m	Indicative	£1.0m post BMW Ban	Asset sustainability, service development, strategic change, 2026-27
2.				
3.				

Match funding Opportunities/External Funding

	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability	N/A	N/A
Service Development	<p>Compliance with SEPA requirements and site management</p> <p>Recycling Infrastructure Fund (RIF) Bid – Island + Helensburgh – approx. £891k possibly being 2024-25.</p> <p>Waste Transfer Station – funds of £3.0m have been allocated for the development of a waste transfer station in H&L. A further £0.5m has been allocated to convert the existing MBT plants at Dalinlongart, Lingerton and Moleigh.</p>	<p>Recycling Infrastructure Fund (RIF) Bid – Island + Helensburgh – approx. £891k possibly being 2024-25</p>
Strategic Change	N/A	N/A

Links to relevant strategies

PRIORITY INVESTMENT PLAN

Asset Group	Piers & Harbours	3 rd Tier Manager	Scott Reid			
Description of Asset Group and Condition Assessment	Asset Group	No and or/Value*	CONDITION (percentages based on total asset value)			
			Green/ Purple	Yellow	Amber	Red
	<p>Marine Asset Management Plan: Argyll and Bute Council is a Statutory Harbour Authority at 7 locations and a marine asset owner at a further 29 marine facilities located throughout the Council area. Marine infrastructure is developed through 10 year rolling Capital investment Asset Management Plan. Support of infrastructure upgrades generally for CFL ferry service upgrades but also includes Argyll & Bute Council ferry infrastructure upgrades and required modifications.</p>	c.£24M	50%	0%	50%	0%**
	<p><u>Craignure Terminal £2.5M</u> Following advice from the Scottish Government’s Marine Directorate we have unfortunately had to stand down our ground investigation (GI) contractor until the spring. The GI works have been awarded to DUNHELM Geotechnical & Environmental Ltd with an initial plan to start on site 24th August last year for around 4 weeks. We do not anticipate that our works proposals will change through this extra process. Our priority remains getting through the licence process as quickly and efficiently as possible and having everything in place for these important works to go ahead. A timeline is being developed around some assumptions on the scale of construction for each option and location. Following extended local consultation and input, the potential issue of consensus between Craignure Community, CFL and the wider Mull and Iona views on scale will require a resolution when the GI works are completed.</p> <p><u>Craignure PAS £1M</u> The current Passenger Access System (PAS) is beyond the working life of the equipment which is being maintained for safe operations by CMAL. Revision of design options based on CFL / CalMac operational requirements has been completed and the design and build tender will be issued shortly to allow costs to be assessed. The most cost effective solution will see as much of the new PAS used in the new terminal design.</p> <p><u>Iona breakwater £9M</u> The breakwater works are now out to tender until the end of January. Contractor award should be in the summer of 2024 and a completion by summer 2025 which will now include the adjacent slipway repairs as well as the replacement of the toilet block. The present forecast of 1 year construction is subject to the contractor work scope and supply chains, particularly rock armour. Small repairs at the small slipway will be completed in the meantime. Argyll & Bute Council technical officer will visit Iona before the Christmas break to agree the scope.</p>					

Fionnphort £0.5M

Fionnphort overnight berthing facility

Preparation is progressing with Fionnphort to ensure:

- Overnight berth
- Safe access for crew
- Sheltered berthing
- Charging and supply facilities
- Traffic survey to enhance the passenger road user interface at the terminal area.

An Environmental Impact Assessment (EIA) is in process including the socio-economic assessment. Design colleagues have addressed all potential issues with CalMac Marine regarding swept paths and approaches. When Marine Scotland approve the EIA we will continue with the marine licences, public engagement and other preparations with a view to tender in the summer of 2024.

Public engagement visits with drop in day and presentation at Fionnphort and Iona took place in April last year and were well attended.

Port Askaig £2.5M

Port Askaig will be upgraded next year to accommodate the new, larger capacity CalMac ferries. The first vessel is expected to be delivered in October 2024 and entering service after sea trials and crew familiarisation.

Consultants SYSTRA were commissioned to carry out a study to determine options for the existing marshalling area and to produce a plan that would maximise the utilisation of the port footprint.

It was clear that whichever solution was identified, it would have to be fit for the prescribed ferry service and vessels and also able to cope with the Port Ellen works schedule.

Following the initial presentation of the SYSTRA report, CFL raised questions regarding operational flexibility / turnaround time and total capacity figures.

Argyll & Bute Council has subsequently engaged with Transport Scotland, CFL and SYSTRA to refine the concept design to determine a proposal which represents:

- The maximum capacity for the footprint
- An improved safety profile for both operational staff and customers
- An operational model that fulfils requirements on flexible loading options
- Options for extreme contingencies e.g. Port Ellen closure, extreme traffic conditions, accidents etc.

The concept design will provide nominal marshalling space of 129% of the new vessel PCU capacity and in occasional or extreme circumstances can be increased to 186% of the vessel PCU capacity while still incorporating extra safety features.

Additional off site space of c.50 PCU will also be progressed.

The Co-ordination Group (Transport Scotland, CMAL, CFL & Argyll & Bute Council) arranged a series of engagement meetings following on from the specific Port Ellen engagements.

These were led and arranged by CMAL as part of the licencing process for the Port Askaig pier enabling works.

Argyll & Bute Council Officers were present for both events which were well attended. The comments and observations are being collated and will be presented in due course.

Campbeltown £1M

Campbeltown Harbour continues to be very busy commercially with timber loading in particular projected to increase at the port.

Using Campbeltown as a strategic supply hub for the planned offshore wind projects is being explored and this represents a real opportunity, to develop the Port and secure long term work in and from Campbeltown harbour.

Cat 5 water supply protection (see below).

Replacement of 'Wall A' at the Old Quay is now anticipated to commence later this year with completion in 2025/26.

Rothesay Quay £3.5M

Stability works on the berthing face have developed following changes to the work scope and feedback from potential contractors. The tender process will be completed by Christmas and we are confident that it will have positive results. We are potentially looking at works starting early in the New Year.

	<p><u>Dunoon</u> Although the combined programme of works for Gourock, Dunoon and Kilcreggan has been paused while Transport Scotland completes its work on the vessel funding, areas where improvements are required have been identified irrespective of the outcome of the larger project. The intention is that these improvements will form 'Phase 1' of the larger works if they go ahead, however that decision is not required to justify these particular improvements to the facilities and utilities connections. Interim plans are in development and will be reported in due course for approval.</p>					
Investment (current and planned)		Funding source	Current Year	Anticipated Investment (£m)		
	Funding		2023-24 (£m)	2024-25	2025-26	2026-27
	Prudential Borrowing	Council	3.200	24.000	39.000	18.000
			3.200	24.000	39.000	18.000
There may be some opportunities for support from CMAL on joint projects. Will be assessed on each aspect of the works involving CMAL upgrades for CFL services.						
2024-25 Overview						
<p>Investment Strategy</p> <p>Detailed technical condition surveys and user demand determine the priorities. Regular reports are made to the Council's Harbour Board.</p> <p>Priority is given for lifeline ferry services and required modifications or upgrades to support new vessels deployments.</p> <p>Inspections and repair / defect reports from Argyll & Bute Council staff and customers.</p> <p>Risks</p> <ol style="list-style-type: none"> 1. Impact to Island Community Connectivity. 2. Potential increase in claims for vessel damage and reputational risk to the Council. 3. Potential increase in funds required to repair infrastructures following underinvestment. 						
Summary of Planned 2024-245 investment						
<p>Investment Strategy at funding levels indicated above</p> <p>Progress on the 10 year Capital rolling asset management plan</p>						
<p>Top three service priorities (please list the top three service priorities and whether or not funding is currently available or potential sources of funding, as well as timelines. This provides Elected Members with an insight into what will or could be funded to maintain/improve service delivery. This section will help to inform thinking on future priorities, lobbying activity and external funding bids and to develop a pipeline of projects)</p>						
Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)		
1. Progress on the whole 10 year Capital rolling asset management plan						
2.						
3.						

Match funding Opportunities/External Funding		
	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability		
Service Development		
Strategic Change		
Links to relevant strategies		

PRIORITY INVESTMENT PLAN

Asset Group	Ferries	3 rd Tier Manager	Scott Reid				
Description of Asset Group and Condition Assessment	Asset Group		No and or/Value*	CONDITION (percentages based on total asset value)			
				Green/ Purple	Yellow	Amber	Red
	MV Lady of Lismore (2022)		£0.555m	100%	0%	0%	0%
	Eilean Dhiura (1998)		TBD	0%	0%	75%	25%
	MV Belnahua (1972)		TBD	0%	0%	25%	75%
	ML Fladda (1994)		TBD	0%	25%	0%	75%
	ML Torsa (1996)		TBD	0%	25%	0%	75%
	ML Easdale (1992)		TBD	0%	25%	0%	75%
Investment (current and planned)	Funding	Funding source	Current Year 2023-24 (£m)	Anticipated Investment (£m)			
				2024-25	2025-26	2026-27	
	Block Allocation	Scottish Government	0.015	0.020	0.000	0.000	
	Total		0.015	0.020	0.000	0.000	
2023-24 Overview							
<p>Investment Strategy</p> <p>Meeting Wednesday 8th November with Transport Scotland.</p> <p>Transport Scotland confirmed at this meeting, the closing of transaction for Lismore ferry replacement with no additional funds. Original request for £500,000 (paid April 2021) had no match funding from the Council and therefore Transport Scotland will not be able to justify 'extra' funds to make up the shortfall of £137, 000 (Final figure determined for Transport Scotland revenue funding letter for 2023/2024).</p> <p>Discuss funding options for MV Eilean Dhiura:</p> <p>Vessel Specification and concept design to have a 'keel ready' project when funds become available. To determine more accurate cost estimate for the vessel and associated infrastructure. Compatible infrastructure is required to receive new CMAL SVRP vessel hull to increase resilience and redundancy options.</p>							
Summary of Planned 2024-25 investment							
<p>Investment Strategy at funding levels indicated above</p> <ul style="list-style-type: none"> Vessel Specification and concept design to have a 'keel ready' project when funds become available. To determine more accurate cost estimate for the vessel and associated infrastructure. 							

- Compatible infrastructure is required to receive new CMAL SVRP vessel hull to increase resilience and redundancy options.

Top three service/asset group priorities

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Completion of transaction for Lismore ferry replacement	0.137m	Calculated	0.137m	Service development
2. Vessel specification funding	£0.5m	Estimate	£ 0.5m	Funding required to determine a vessel specification and design. This to be used to estimate total costs below and investment opportunities.
3. New Jura Ferry and associated infrastructure	£10m	Estimate	£10m	Service development funded through LUF was rejected. Funding to be explored. Figure based on loose estimate with no vessel specification or design including propulsion options.

Match funding Opportunities/External Funding

	Achieved 2023-24	Opportunities 2024-25
Asset Sustainability	N/A	Transport Scotland may fund initial design work for Jura replacement.
Service Development		Possible rebid to LUF
Strategic Change		Continue conversations with Transport Scotland. Possible policy changes from Scottish Government.

Links to relevant strategies

PRIORITY INVESTMENT PLAN

Asset Group	Airports	3 rd Tier Manager	Moya Ingram																	
Description of Asset Group and Condition Assessment	<p>Oban, Coll and Colonsay airports – Oban runway length 1200m, Coll and Colonsay runway lengths 500m. Both Coll and Colonsay have a small terminal facility comprising of office/waiting area/integral garage. Oban airport has a larger terminal building comprising of office/crew commander room/meeting room/waiting area/drying area/integral double garage. Oban airport also has a tower from which a Flight Information Service is offered. The current overall condition of the asset group is good, however note that the facilities and runways are now circa 15 years old.</p> <p>Due to the assets age along with operating on a very limited capital budget significant investment will be required to ensure these services remain having only this year awarded the PSO contract for a further 4 years.</p> <p>A number of other operational requirements out with the 3 priorities will require future funding.</p> <ol style="list-style-type: none"> 1. <u>Perimeter Fence Colonsay Airport -£5k</u> 2. <u>Oban Airport Visual Control Room (VCR) equipment replacement – circa £50k</u> 3. <u>Surfacing access road to Colonsay Airport - £250k</u> 4. <u>Removing vegetation limiting line of site from Oban Airfield Control Tower -£10k</u> 5. <u>Replacement of white linings/markings at 3 airports</u> 6. <u>Clearing of Drainage at Coll Airfield</u> 7. <u>Training revalidation of Full/Part time/Relief staff - £60k</u> 8. <u>Replacement of grass cutting equipment and add-ons Oban Airfield - £35k</u> 9. <u>Operational Radio Replacement at Coll and Colonsay Airport</u> 																			
	<table border="1"> <thead> <tr> <th rowspan="2">Asset Group</th> <th rowspan="2">No and or/Value*</th> <th colspan="4">CONDITION (percentages based on total asset value)</th> </tr> <tr> <th>Green/ Purple</th> <th>Yellow</th> <th>Amber</th> <th>Red</th> </tr> </thead> <tbody> <tr> <td>Airports</td> <td>3</td> <td>75%</td> <td>10%</td> <td>10%</td> <td>5%</td> </tr> </tbody> </table>					Asset Group	No and or/Value*	CONDITION (percentages based on total asset value)				Green/ Purple	Yellow	Amber	Red	Airports	3	75%	10%	10%
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		Green/ Purple	Yellow	Amber	Red															
Airports	3	75%	10%	10%	5%															
Investment (current and planned)			Current Year	Anticipated Investment (£m)																
	Funding	Funding source	2022-23 (£m)	2023-24	2024-25	2025-26														
2023-24 Overview																				

Investment Strategy

Runway Inspections are held daily with any defects noted. Annually the Civil Aviation Authority will undertake aerodrome audits at all three airports.

Risks

1. Risk for unknown maintenance failure due to inclement weather eg fence damage/sign damage/flooding. (The perimeter fence at Colonsay has been identified as failed and is no longer stock proof, animal fouling has been noted within the airfield boundary.)

2. CAA audit inspections findings are unknown and will require to be addressed Argyll and Bute Council operate three licensed aerodromes at Oban, Coll and Colonsay. These aerodromes are licensed by the Civil Aviation Authority as required by law to allow scheduled passenger flight services (for use by paying members of the public) to land and take off. The licence stipulates the required safety standards and fire cover required for each aircraft movement. Operations at the licensed aerodromes are audited on a regular basis by the CAA and require the appropriate level of resource. (The foam dispensers at Oban Airport have been identified as not running to the correct pressure deeming them non-compliant with regulations. These require to be sent to manufacturer for recalibration/replacement)

3. The spare island fire appliance is no longer operational and cannot be repaired. In the event of the main appliance failing this will result in airport operations having to cease for a significant length of time due to lack of fire cover until repairs can be undertaken.

Summary of Planned 2024-25 investment

Investment Strategy at funding levels indicated above

Top three service priorities (please list the top three service priorities and whether or not funding is currently available or potential sources of funding, as well as timelines. This provides Elected Members with an insight into what will or could be funded to maintain/improve service delivery. This section will help to inform thinking on future priorities, lobbying activity, and external funding bids and to develop a pipeline of projects)

Service Priority	Cost (£)	Are costs indicative or calculated)	Estimated funding shortfall	Asset category (asset sustainability, service development, strategic change)
1. Replacement of backup island fire appliance, to reduce potential inability to continue airport operations and maintain lifeline services	£70k	Indicative	£70k	
2. Recalibrate/Replace foam	£20k	Indicative	£20k	

dispensers on Oban Fire appliances				
3. Install SSEN power grid connections to Colonsay airport. The airport currently runs on a backup generator (which has only just been replaced after not even 2 years of use)	£150k	Indicative	£150k	
Match funding Opportunities/External Funding				
	Achieved 2023-24		Opportunities 2024-25	
Asset Sustainability			Potential for solar renewables installation.	
Service Development				
Strategic Change			Islands Infrastructure Fund (If continued) UK Levelling Up Fund Airport Business Park development (Potential additional income through additional use of the Oban airfield)	
Links to relevant strategies Islands Connectivity Plan Air Connectivity Strategy				

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