



Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Executive Director: Douglas Hendry

Kilmory, Lochgilphead, PA31 8RT
Tel: 01546 602127 Fax: 01546 604435
DX 599700 LOCHGILPHEAD
25 February 2020

NOTICE OF MEETING

A meeting of the **MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE** will be held in the **KINTYRE COMMUNITY EDUCATION CENTRE, CAMPBELTOWN** on **WEDNESDAY, 4 MARCH 2020** at **10:00 AM**, which you are requested to attend.

Douglas Hendry
Executive Director

BUSINESS

- 1. APOLOGIES**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) Minute of the meeting of the Mid Argyll, Kintyre and the Islands Area Committee, held on Wednesday, 4 December 2019 (Pages 3 - 10)
- 4. PUBLIC AND COUNCILLORS QUESTION TIME**
- 5. ARGYLL COMMUNITY HOUSING ASSOCIATION ANNUAL UPDATE** (Pages 11 - 38)
Report by Chief Executive, Argyll Community Housing Association
- 6. TRANSPORT SCOTLAND ANNUAL UPDATE** (Pages 39 - 42)
Report by North West Area Manager, Transport Scotland
- 7. SUPPORTING COMMUNITIES FUND REPORT** (Pages 43 - 48)
Report by Chief Executive
- 8. POST WINTER UPDATE** (Pages 49 - 86)
Report by Executive Director with responsibility for Roads and Infrastructure Services

9. AREA SCORECARD - FQ3 2019-20 (Pages 87 - 110)

Report by Executive Director with responsibility for Performance and Improvement

10. MAKI AREA COMMITTEE - VENUES FOR MEETINGS 2020/2021 (Pages 111 - 112)

Report by Executive Director with responsibility for Legal and Regulatory Support

REPORTS FOR NOTING

11. MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE WORKPLAN
(Pages 113 - 120)

ITEMS FOR CONSIDERATION

12. NOTICE OF MOTION UNDER STANDING ORDER 13

In light of the recent unfortunate incident at Dalintober Primary School Campbeltown where a ceiling collapsed within the school building resulting in emergency repairs being carried out to 10 classrooms.

The Area Committee agree to recommend to the Council that a full, up to date structural and condition survey report relating to Dalintober Primary School is brought before the full Council by the Director of Community Services as a matter of urgency. This will help to provide the necessary reassurance to pupils, parents, staff and the wider community of Campbeltown that the building is currently fit for purpose and also aid the Council as it continues to look to the future in terms of providing fit for purpose education facilities for the community of South Kintyre.

Proposed: Councillor Donald Kelly

Seconded: Councillor John Armour

Mid Argyll, Kintyre & the Islands Area Committee

Councillor John Armour

Councillor Robin Currie (Chair)

Councillor Donald Kelly

Councillor Douglas Philand

Councillor Sandy Taylor

Councillor Rory Colville

Councillor Anne Horn

Councillor Donald MacMillan BEM (Vice-Chair)

Councillor Alastair Redman

Contact: Iona Campbell, Senior Committee Assistant; Tel: 01436 658 801

**MINUTES of MEETING of MID ARGYLL, KINTYRE & THE ISLANDS AREA COMMITTEE held
in the INVERARAY INN, INVERARAY
on WEDNESDAY, 4 DECEMBER 2019**

Present: Councillor Robin Currie (Chair)

Councillor John Armour	Councillor Douglas Philand
Councillor Rory Colville	Councillor Alastair Redman
Councillor Anne Horn	Councillor Sandy Taylor
Councillor Donald MacMillan BEM	

Attending: Shona Barton, Committee Manager
Douglas Whyte, Team Leader – East
James Lafferty, Project Officer
Anna Watkiss, Senior Planning Development Officer
Douglas Grierson, Sustainable Transport Co-ordinator
David Fyfe, Headteacher
Ann Devine, Headteacher
Neil McKnight, Headteacher
Stephen Whiston, Health and Social Care Partnership

1. APOLOGIES

The chair welcomed everyone to the meeting.

Apologies for absence were intimated on behalf of Councillor Donald Kelly,

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

(a) The minute of the meeting of the Mid Argyll, Kintyre and the Islands Area Committee, held on Wednesday, 4 September 2019

The Minute of the meeting of the Mid Argyll, Kintyre and the Islands Area Committee, held on Wednesday, 4 September 2019 was approved as a true record.

4. PUBLIC AND COUNCILLORS QUESTION TIME

Councillor Redman spoke of damp and mould issues at the Brauchgorm housing estate on Islay. He advised that as a resident he was aware of how difficult it had been to get the issues resolved with West Highland Housing Association (WHHA), and had made many representations on behalf of himself and other residents directly to the Association, but to no avail. The Committee Manager agreed to draft a letter on behalf of the Committee, asking them to look into the issue.

Councillor Redman spoke of the poor condition of the Ballimony Road on Islay and advised that despite reporting this issue through the casebook system on a number of occasions since 2017, there has been no satisfactory resolution. He asked whether the Area Committee would consider taking this matter forward with the appropriate officer. The Committee Manager agreed to raise this matter with the Executive Director with responsibility for Roads and Amenity Services.

General discussion was had in relation to reporting mechanisms for complaints, particularly in relation to road issues and the use of the casebook system and how this links with the new Roads Operations HUB. The Chair, Councillor Currie agreed to arrange with the Head of Roads and Amenity Services a session on this, to possibly include a visit to the HUB, at a future Business Day meeting.

Councillor Horn raised the issue of advertising meetings of the Area Committee, in the local press and on social media platforms, to encourage participation by Community Council's and other interested parties. The Chair agreed that local organisations and community groups within the area of the meeting venue, would be invited to future meetings to outline initiatives and local issues.

Councillor Philand spoke of the reporting mechanisms for school updates and suggested that a report for noting would be sufficient to meetings with local members attending relevant schools for a more indepth report at a convenient time. The Chair agreed to look into the reporting mechanisms with Senior Management.

Councillor Colville spoke of the recent decision by CS Wind to scale back their services in the Kintyre area. He outlined the detrimental effect this is having on the local economy with the loss of over 80 jobs. He outlined the current arrangements put in place by CS Wind to move the wind towers from the factory to the quayside in Campbeltown. This includes night road closures, police escorts from the Glasgow abnormal loads division by officers on their days off, so as not to take away from regular duties, with the cars, fuel and accommodation all being paid for by CS Wind. Councillor Colville explained that the feeling locally is that there are more than enough local civil expertise to assist these movements at a far less cost to CS Wind. He asked the Committee to support his case and write to the relevant Government Minister expressing their concerns. The Committee Manager agreed to take this forward.

Councillor Colville expressed his concerns that wooden barriers on roadside verges had been erected on the North side of the Crinan Canal bridge at Ardrishaig. He spoke of similar barriers being removed a number of years ago as they had attributed to fatal accidents and asked that the Area Committee write to BEAR Scotland and Scottish Canals and ask them to consider removing them. The Committee Manager agreed to take this matter forward.

Councillor Armour provided an update on the Machrihanish to Campbeltown mains water pipe. He confirmed that contractors were in place and ready to begin work and that the work would involve minimal disruption in the area.

Councillor Armour further advised that representatives from BEAR Scotland had recently met with the farmer who complained that the erection of barriers had damaged drains. He confirmed that BEAR Scotland had advised that plans were on the way to rectify the situation.

Councillor Philand advised that further to his enquiries on the position of Environmental Wardens in the MAKI area, he had been advised that there were none and that the area relies on cross cover from other areas. The Committee Manager agreed to enquire with the relevant department why there was a gap in the MAKI provision and what plans were in place to address it.

Councillor Taylor took the opportunity to provide Members with a short update on activity in Inveraray. He advised of the completion of the Conservation Area Regeneration Scheme (CARS) on buildings such as Chamberlains and Temperance House and the avenue screen. He outlined some of the projects being taken forward by the Community Council and the Community Company, which included the reinstatement of the pier; the erection of a permanent fence around the town hall and the ongoing work towards the installation of pontoons as a way of increasing tourism in the area.

Councillor MacMillan also highlighted the good work done by the Community Council in acquiring a new minibus.

5. AREA SCORECARD - FQ2 2019-20

The Committee gave consideration to a report presenting the Area Report and Scorecard for Financial Quarter 2 2019/20 (July – September 2019) and illustrating the agreed performance measures.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee agreed:

1. to note the performance reported on the Scorecard and supporting commentary;
2. that upon receipt of the Quarterly Performance Report the Area Committee contact either the Responsible Named Officer or Sonya Thomas with any queries; and
3. to note that work is ongoing and to respond to Sonya Thomas with requests or comments regarding the layout and format of the Report and Scorecard.

(Reference: Report by Executive Director with Responsibility for Performance and Improvement, dated 4 December 2019, submitted)

6. HOUSING SERVICES ACTIVITY UPDATE - STRATEGIC HOUSING IMPROVEMENT PLAN (SHIP) - ANNUAL UPDATE

The Committee gave consideration to a report which provided an update on the Housing Services activity within the Mid Argyll, Kintyre and the Islands area.

Discussion took place in respect of the allocation of housing; shared equity opportunities for young families; welfare rights; housing stock transfer and the maintenance of current housing stock.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee agreed to note the content of the report.

(Reference: Report by Executive Director with Responsibility for Development and Infrastructure Services, dated 4th December 2019, submitted)

7. SCHOOL REPORTS ANNUAL UPDATE

(a) **Campbeltown Grammar School**

The Committee gave consideration to a progress report providing information in relation to the school roll; levels of attainment in literacy and numeracy; school leaver destination returns; attainment for all; attendance, absence and exclusion rates and the recognition of wider achievements which included the continued success of the Brass and Pipe Band, the Sports Ambassador and World of Work Ambassador programmes.

Discussion took place in respect of the Gambia project; staffing levels within the school and in particular within the modern languages department and PEF funding.

Decision:

The Mid Argyll, Kintyre and the Islands Area Committee thanked Mr Fyfe for his presentation and agreed to note the contents of the report.

(Reference: Report by Head Teacher, Campbeltown Grammar School, submitted)

(b) **Lochgilphead High School**

The Committee gave consideration to a progress report which provided information on the school roll; levels of attainment in literacy and numeracy; school leaver destination returns; attainment for all; attendance, absence and exclusion rates and the recognition of wider achievements which included the development of Scotland's Young Workforce Programme and the implementation of a Family Liaison Officer post, which has been a positive move for those who have difficulties in attending school through hardship or health issues.

Discussion took place in respect of the impact on the loss of the external support in terms of the Community Development workers; the capacity of the school, particularly at S3 level and health issues of children within the school and in particular mental health issues.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee thanked Ms Devine for her presentation and agreed to note the contents of the report.

(Reference: Report by Head Teacher, Lochgilphead High School,

submitted)

(c) **Tarbert Academy**

The Committee gave consideration to a progress report providing information on the school roll; levels of attainment in literacy and numeracy; school leaver destination returns; attainment for all; attendance, absence and exclusion rates and the recognition of wider achievements which included the new accommodation for the early learning centre specifically designed to comply with the 1140h pre5 entitlement from October 2019.

Discussion took place in respect of the school to work programmes; free school meals; the ongoing work with forest schools and the Castle Trust and the current staffing situation, particularly within the geography department.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee thanked Mr McKnight for his presentation and agreed to note the contents of the report.

(Reference: Report by Head Teacher, Tarbert Academy, submitted)

(d) **Islay High School**

Due to technical difficulties, it was agreed to continue consideration of this item to the next meeting on 4 March 2020.

8. ARGYLL AND BUTE HEALTH AND SOCIAL CARE PARTNERSHIP ANNUAL PERFORMANCE REPORT

The Committee gave consideration to the Health and Social Care Partnership Annual Performance Report.

Discussion took place in respect of the Locality Planning Groups and Conversation Café's and how they feed into the Integrated Joint Board; the Community Mental Health review and the review of Child Mental Health services.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee agreed to note the contents of the report.

(Reference: Report by Chief Officer with Responsibility for Health and Social Care Partnership, dated 27 November 2019, submitted)

9. TARBERT AND LOCHGILPHEAD REGENERATION FUND - TARBERT HARBOUR AUTHORITY CAR PARK

The Committee gave consideration to a report providing a full business case to progress with the proposed extension of the existing Tarbert Harbour Authority Car Park.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee noted and endorsed the contents of the report and recommended to the Policy and Resources Committee:

1. the approval of the full business case;
2. the release of grant funding up to a maximum of £105,000 from the Tarbert and Lochgilphead Regeneration Fund subject to:
 - a) Tarbert Harbour Authority providing evidence of final tender costs and final confirmation that all match funding is in place;
 - b) a grant agreement between Argyll and Bute Council and Tarbert Harbour Authority with funding only being released on the basis that expenditure can be evidenced;
 - c) following completion of the new car park Tarbert Harbour Authority are not permitted to charge users for parking on the site;
 - d) the new car park cannot be sold for a period of ten years from the date of completion of the project; and
3. that delegated authority be afforded to the Executive Director with responsibility for Development and Economic Growth to confirm the details of the grant agreement.

(Ref: Report by Executive Director with responsibility for Development and Economic Growth, dated 4 December 2019, submitted)

10. TARBERT AND LOCHGILPHEAD REGENERATION FUND - LOCHGILPHEAD FRONT GREEN; ARGYLL STREET/COLCHESTER SQUARE; ARDRISHAIG NORTH PUBLIC REALM UPDATE

The Committee gave consideration to a report providing an update on the Tarbert and Lochgilphead Regeneration Fund projects at Lochgilphead Front Green; Argyll Street/Colchester Square and Ardrishaig North Public Realm and providing a full business case to progress with the projects at Lochgilphead Front Green and Argyll Street/Colchester Square.

Decision

The Mid Argyll, Kintyre and Islands Area Committee agreed to note the progress made with the projects (including the decoupling of the Lochgilphead and Ardrishaig projects) and recommend to the Policy and Resources Committee:

1. that the draft Full Business Case is approved and that the Council funding of up to £1,530,000 is confirmed for the Lochgilphead Front Green and Colchester Square project from the Tarbert and Lochgilphead Regeneration Fund;

2. that approval of the final Full Business Case for Lochgilphead is delegated to the Executive Director with responsibility for Development and Economic Growth subject to it being demonstrated that this is within the approved budget of Town Centre Fund and Tarbert and Lochgilphead Regeneration Fund and to then move to implementation; and
3. that delegated authority be afforded to the Executive Director with responsibility for Development and Economic Growth for the delivery of the project as per the agreed programme (Appendix 1, Section 4).

(Ref: Report by Executive Director with responsibility for Development and Economic Growth, dated 4 December 2019, submitted.)

11. MID ARGYLL, KINTYRE AND THE ISLANDS AREA COMMITTEE WORKPLAN

The Committee gave consideration to the Mid Argyll, Kintyre and the Islands Area Committee Workplan.

Decision

The Mid Argyll, Kintyre and the Islands Area Committee agreed to note the contents of the Workplan.

(Reference: Mid Argyll, Kintyre and the Islands Area Committee Workplan, dated 4 December 2019, submitted)

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Update to Argyll and Bute Council
Mid Argyll, Kintyre and the Islands
Area Committee

Alastair MacGregor

Chief Executive

4th March 2020

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Investment Programme in Mid Argyll, Kintyre and the Islands from stock transfer to 31st January 2019

Elements	Mid Argyll, Kintyre and the Islands
Windows and Doors	2 213
Kitchens and Bathrooms	2 624
Heating and Rewire	2 172
Roof and Roughcast	957
Energy Efficiency	725
Total elements	8 691
Total expenditure	£39.6million

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Investment programme in Mid Argyll, Kintyre and the Islands 2019/20

Elements	Mid Argyll, Kintyre and the Islands
Windows and Doors	58
Kitchens and Bathrooms	23
Heating and Rewire	24
Roof, Roughcast and Insulation	59
Energy Efficiency	46
Total number of elements	210
Total expenditure	£1.765million

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Investment spend to date

- The spend to date in Mid Argyll, Kintyre and the Islands, since the Association was formed, amounts to approximately £39.6million
- 8,691 elements installed

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The Association's Investment Programme 2019/20 in Mid Argyll, Kintyre and the Islands

Windows and doors

- Extensive programmes in previous years have been carried out with the result that the programme this year will include the following;
 - ▶ 10 windows at Glentorran Place, Campbeltown
 - ▶ 22 windows at Meadowburn Place, Campbeltown
 - ▶ Door entry system at 55 Lochnell Street, Lochgilphead
 - ▶ Window and door programme on Islay

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The Association's Investment Programme 2019/20 in Mid Argyll, Kintyre and the Islands Kitchens and bathrooms

- Again substantial work has been carried out in previous years to install new kitchens and bathrooms
- This year we are installing 18 adapted bathrooms, 7 standard bathrooms and 4 new kitchens

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The Association's Investment Programme 2019/20 in Mid Argyll, Kintyre and the Islands

Heating and rewire

- We are installing new energy efficient heating systems to meet the Scottish Government Energy Efficient standard (EESH).
- We have programmes across the area in Campbeltown, Lochgilphead, Inveraray and Tarbert, Islay including a close rewire at 55 Lochnell Street, Lochgilphead

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The Association's Investment Programme 2019/20 in Mid Argyll, Kintyre and the Islands

Roof and Roughcast

- The roof and roughcast programme is driven by our desire to meet EESSH and SHQS and to provide our tenants with warmer homes that cost less to heat.
- We have programmes installing external wall insulation at Lady Mary Row, Campbeltown, Tormhor, Carradale, Glenfyne Park, Ardrishaig, Hillview Terrace, Ardrishaig, Dewar Avenue, Lochgilphead and Rowan Park, Lochgilphead

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The Association's Investment Programme 2019/20 in Mid Argyll, Kintyre and the Islands

Roof and Roughcast

- We are also fitting new roofs at various locations including Lady Mary Row, Campbelltown, Isleview, Campbelltown, and Dewar Avenue, Lochgilphead
- There is an external wall insulation programme on Jura, and there is also a new roof programme for Jura

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The Association's Investment Programme 2019/20 in Mid Argyll, Kintyre and the Islands



New roof at Smith Drive, Campbeltown

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The Association's Investment Programme 2019/20 in Mid Argyll, Kintyre and the Islands Energy Efficiency Works

- We are installing cavity wall insulation in 19 properties, internal wall insulation to 23 properties and loft insulation to 2 properties
- These works improve the energy efficiency of our homes to make the houses warmer and cheaper to heat

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The Association's Investment Programme 2019/21 in Mid Argyll, Kintyre and the Islands

Warm Homes Fund

- The Association has received £5.1m from the Warm Homes Fund to address fuel poverty.
- This is being used to install new heating systems in “fuel poor” households across Argyll and Bute by December 2021.
- 102 new installations have been completed since April 2019 with a further 8 currently on site.
- Target is to complete 215 heating installs before the end of this financial year.

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**Before and after photographs
– Burnbank, Campbeltown**

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Before



After

External wall insulation at Glenfyne Park,
Ardrishaig

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The Association's Investment Programme 2020/21 in Mid Argyll, Kintyre and the Islands

- The Association's forward investment programme will be based on the results of our recently completed stock condition survey.

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ACHA's Exemplar Estate initiative

- Budget of £300k per year for 5 years for work in ACHA estates
- Projects identified for 2019/20 include;
 - Lochnell Street, Lochgilphead (completed)
 - Rowan Park, Lochgilphead (on-site)
 - Mill Street, Campbeltown
 - Glenside, Campbeltown

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ACHA's Exemplar Estate initiative

Pilot project completed at Lochnell Street,
Lochgilphead



Before



During



After

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Responsive Repairs and Cyclical Maintenance

- ACHA spends over £1,155,000 per year in Mid Argyll and Kintyre, carrying out repairs and cyclical maintenance.
- This work is carried out by Argyll Homes For All

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Building new homes in Mid Argyll Kintyre and the Islands

- 4 new properties recently completed in Kilmartin were officially opened by Councillor Donnie MacMillan BEM on the 17th January 2020



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Building new homes in Mid Argyll Kintyre and the Islands



Councillor Donnie MacMillan BEM unveils the plaque at the official opening of Barr Mor, Kilmartin

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Building new homes in Mid Argyll Kintyre and the Islands

The Association is on site with 5 units in Cairnbaan. Anticipated handover of the properties is Spring 2020



The properties on site at Cairnbaan

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Building new homes in Mid Argyll Kintyre and the Islands

Committed

- Oakhill, Tarbert (Phase 2) – 4 units – site start has been delayed due to a common rights issue. Work is ongoing to resolve this.

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Building new homes in Mid Argyll Kintyre and the Islands

Pipeline/In progress

- Tower View, Inveraray – approval received from the Scottish Government for a 10 unit Passivhaus development. Estimated site start March 2020, estimated completion March 2021
- Bowmore Phase 4 – 18 units - finalising land purchase agreement.
- 99 and 101 Millknowe, Campbeltown – planning permission submitted for 2 properties

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Building new homes in Mid Argyll Kintyre and the Islands

Pipeline/In progress

- Keills, Islay – discussions remain ongoing with Islay Estates and Dunlossit Estates regarding sites in the village.
- Port Ellen Schoolhouse- in discussion with the Council regarding potential purchase.
- Port Ellen- ongoing discussion with a land owner regarding purchase of a site.

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ACHA's stock restructure in Kintyre

- Demolition has taken place of no demand properties at Princes Street, Saddel Street and Queen Street in Campbeltown
- We will also be demolishing 4 properties at Millpark, Southend. The contractor will be George Beattie and Sons.

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ACHA's stock restructure in Kintyre

- Pre-application submitted to Argyll and Bute Council for the demolition of B-listed Dalintober housing estate and construction of 20 high quality social homes to meet specific local need and response received
- Meeting to be held between Argyll and Bute Council, Historic Environment Scotland and ACHA to go over points in the response
- Drop in events held to get feedback on the way forward from tenants and other interested parties²⁶

Other Updates

- Duncholgan Travelling Persons site, Lochgilphead - positive meeting held with Scottish Government officials and the Council on the 11th January regarding Gypsy/Traveller site funding. Further meeting to be held on the 21st February
- ACHA's 10 10 10 initiative – 10 schools in Argyll and Bute have benefitted from an award this year; Tarbert Academy, Small Isles Primary, Jura, Port Ellen and Bowmore Primaries and Small Isles Pprimary, Jura were all successful

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Other Updates

- ACHA's Community Action Fund; 12 registered charities in Mid Argyll, Kintyre and the Islands have received an award so far in 2019/20.
- ACHA's 3rd Tenants and Members' Conference was held Saturday 8th February 2020

A83 2 Year Scheme List - Routine

<u>Scheme ID</u>	<u>Route</u>	<u>Scheme Name</u>	<u>Work Description</u>	<u>Completion Date</u>	<u>Value</u>
<u>2019/20</u>					
18/NW/0305/009	A83	Whitehouse	Safety Barrier Improvements	19-Apr-19	12,062.61
18/NW/0310/009	A83	B8001 Jct to Portachoillan HF	Drainage Improvements	18-Oct-19	30,000.00
18/NW/0310/069	A83	Tarbet to Arrochar Ph2	Footway and Drainage Improvements	18-Oct-19	166,646.06
18/NW/0311/007	A83	Route Priority Roadmarking Improvements	Roadmarking Refreshment	31-Oct-19	250,000.00
19/NW/0303/002	A83	Lochgilthead	Footway Improvements	08-Nov-19	50,000.00
18/NW/0310/128	A83	Furnace Culvert	Drainage Improvements	10-Jan-20	30,000.00
18/NW/0307/009	A83	Route Priority Signing Improvements	Signing Improvements	28-Feb-20	30,000.00
568,708.67					
<u>2020/21</u>					
TBC	A83	A83 Inveraray	Footway Improvements	2020/21	60,000.00
TBC	A83	Tarbet to Arrochar Ph3	Footway and Drainage Improvements	2020/21	200,000.00
TBC	A83	A83 Route Priority Signing Improvements	Signing Improvements	2020/21	40,000.00
TBC	A83	Inveraray Sea Wall	Sea Wall Repairs	2020/21	250,000.00
TBC	A83	Lochgilthead NWDS_427	Drainage Improvements	2020/21	25,000.00
575,000.00					

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A83 2 Year Scheme List - Resurfacing

<u>Scheme ID</u>	<u>Route</u>	<u>Scheme Name</u>	<u>Completion Date</u>	<u>Value</u>
<u>2019/20</u>				
18/NW/0319/044	A83	Shira to Aray Infill	08-Apr-19	21,815.05
19/NW/0103/142	A83	Inveraray	13-May-19	130,885.91
18/NW/0103/108	A83	North of Clachan	15-May-19	87,557.53
18/NW/0320/074	A83	Tayinloan to Killean	27-May-19	293,221.66
19/NW/0103/141	A83	Erines	03-Jun-19	96,987.14
18/NW/0103/038	A83	Ardrishaig to Brenfield Ph1	09-Jun-19	181,602.94
18/NW/0319/027	A83	Middle Kames	10-Jun-19	38,420.99
19/NW/0103/009	A83	Dunderave	11-Jun-19	39,294.93
19/NW/0104/024	A83	Achnaba HD28 2017	19-Jun-19	81,866.70
MI	A83	RABT	08-Jul-19	89,535.93
19/NW/0319/064	A83	Killean Hill	25-Jul-19	44,842.80
18/NW/0103/035	A83	Glashan Burn	20-Aug-19	305,568.53
19/NW/0103/035	A83	Bellochantuy	02-Sep-19	252,411.28
19/NW/0102/018	A83	Point Sands	12-Sep-19	325,019.97
19/NW/0103/198	A83	North of Furnace Ph2	15-Nov-19	144,610.00
19/NW/0104/	A83	Drishaig to Dunderave HD28	25-Nov-19	212,000.00
19/NW/0103/042	A83	South of Inveraray	28-Nov-19	70,000.00
SRS	A83	Salmon Draught MC PRIME	16-Dec-19	50,000.00
SRS	A83	Butterbridge MC PRIME	17-Dec-19	50,000.00
				2,515,641.36
<u>2020/21</u>				
20/NW/0319/TBC	A83	Argyll Caravan Park	2020/21	50,000.00
18/NW/0319/028	A83	Artilligan	2020/21	50,000.00
19/NW/0103/177	A83	Ballochroy	2020/21	150,000.00
18/NW/0103/051	A83	Butterbridge to Dunoon Jct Ph1	2020/21	150,000.00
20/NW/0319/TBC	A83	Corran R/abt South Approach	2020/21	50,000.00
20/NW/0103/036	A83	Corranbuie	2020/21	75,000.00
20/NW/0320/013	A83	Hall St Campbeltown	2020/21	75,000.00
20/NW/0103/037	A83	Kilchenzie	2020/21	150,000.00
20/NW/0319/TBC	A83	Kilmory R/abt Approaches	2020/21	50,000.00

20/NW/0319/TBC	A83	Lochgilphead Esso	2020/21	50,000.00	
20/NW/0319/TBC	A83	North of Auchindrain	2020/21	50,000.00	
19/NW/0103/173	A83	North of Bellochantuy Straights	2020/21	150,000.00	
20/NW/0103/038	A83	North of Campbeltown	2020/21	50,000.00	
20/NW/0319/TBC	A83	North of Erines	2020/21	50,000.00	
19/NW/0103/178	A83	North of Gartnagrenach	2020/21	300,000.00	
20/NW/0319/TBC	A83	North of Stronachuillin	2020/21	50,000.00	
20/NW/0319/TBC	A83	North of Strone Point	2020/21	50,000.00	
19/NW/0320/006	A83	Oyster Bar	2020/21	75,000.00	
20/NW/0103/039	A83	Shira to Strone	2020/21	50,000.00	
20/NW/0319/TBC	A83	South of Airport Jct	2020/21	50,000.00	
20/NW/0319/TBC	A83	South of Furnace	2020/21	50,000.00	
19/NW/0103/042	A83	South of Inveraray	2020/21	100,000.00	
20/NW/0320/TBC	A83	Tullochgorm	2020/21	75,000.00	1,950,000.00

ARGYLL AND BUTE COUNCIL

Mid Argyll, Kintyre and the Islands

Area Committee

CHIEF EXECUTIVE'S UNIT

4th March 2020

SUPPORTING COMMUNITIES FUND 2020/21

1.0 EXECUTIVE SUMMARY

- 1.1 The purpose of this report is to decide on the distribution of the Supporting Communities Fund (SCF) for 2020/2021.
- 1.2 The total Supporting Communities Fund budget made available by the Council for allocation in Mid Argyll, Kintyre and the Islands for 2020/21 is £23,422.29.
- 1.3 It is recommended that 13 applicants are awarded funding from the Supporting Communities Fund budget totalling £23,422.29.

ARGYLL AND BUTE COUNCIL

**Mid Argyll, Kintyre and the Islands
Area Committee**

CHIEF EXECUTIVES

4th March 2020

SUPPORTING COMMUNITIES FUND 2020/21

2.0 INTRODUCTION

- 2.1 The report details recommendations for the award of the Supporting Communities Fund to Third Sector organisations.
- 2.2 The total Supporting Communities Fund budget made available by the Council for allocation in Mid Argyll, Kintyre and the Islands for 2020/21 is £22,500. In addition, there is a carry forward from the financial period 2018/19 of £922.29 from returned grant funding making a total amount available for allocation of £23,422.29.
- 2.3 Applicants could apply for a total of £2,500. The total amount applied for, from 30 eligible applications, is £59,843.67. The total fund available is £23,422.29.
- 2.4 Applications are scored against criteria set out in the guidance which includes reduced scoring for repeat applicants and requirements to evidence impact on issues including social and rural isolation. (<https://www.argyll-bute.gov.uk/council-and-government/third-sector-grants>)

3.0 RECOMMENDATIONS

- 3.1 It is recommended that 13 applications are awarded funding from the Supporting Communities Fund budget totalling £23,422.29. These are listed with an award recommendation in Table 1 within 4.0 of the report.

4.0 DETAIL

- 4.1 30 eligible applications were received in Mid Argyll, Kintyre and the Islands requesting a total of £59,843.67. Eligible applications to the fund are listed in alphabetical order, by applicant name, in Table 1.
- 4.2 Applicants can receive full funding of their project up to a maximum of £2,500. It may be the case that some projects have an element of reliance upon other funds.
- 4.3 All applications provided satisfactory essential information on governance and finance to be eligible for scoring. The scoring is based on a set of criteria outlined in the guidance to the Fund and made available on the council's website. (<https://www.argyll-bute.gov.uk/council-and-government/third-sector-grants>)
- 4.4 27 of the applicants were not in receipt of an award in the previous year.
- 4.5 13 applications are recommended to be awarded funding from the total available of £23,422.29. Three of these are island based projects, from a total of eight island based projects received. The applications recommended for award of funding are indicated by the award amount shown in column 'Award 2020/21' of Table 1. Details of these projects are in Table 2.
- 4.6 Unsuccessful applicants are marked 'no award'. Information on resources and training available to support organisations looking for alternative funding will be provided to applicants which are not recommended for an award.
- 4.7 Delivery of any project funded will be subject to end of project monitoring. The results of this, showing the impact of the project and any funds to be returned, are brought to Area Committee in autumn 2021.

Table 1 – Supporting Communities Fund Recommendations of Award 2020/21

Ref No	Organisation	Grant 2019/20?	Total Project Cost	Amount Requested	Award 2020 / 21
1	19th Argyll (Lochgilphead) Scout Group	N/A	£5,300.00	£2,500.00	£2,500
2	Achnamara Village Hall	N/A	£2,390.00	£1,870.00	No award
3	Bruichladdich Hall Committee	N/A	£3,800.00	£2,500.00	No award
4	Carradale Music Festival*	N/A	£15,611.00	£1,500.00	£1,500
5	Clachan Village Hall	N/A	£9,984.00	£2,000.00	No award
6	Dalintober & Milknowe Senior Citizens Monday Social Club	N/A	£720.00	£720.00	£720
7	Dochas Carers Centre	N/A	£2,700.00	£2,500.00	No award
8	Heads Up Mid Argyll	N/A	£3,250.00	£2,500.00	No award
9	Inveraray Highland Games*	N/A	£4,625.00	£2,500.00	No award
10	Islay & Jura Community Enterprises Limited	N/A	£7,416.00	£2,000.00	£2,000

Ref No	Organisation	Grant 2019/20?	Total Project Cost	Amount Requested	Award 2020 / 21
11	Islay & Jura Youth Wind Band	N/A	£3,835.20	£2,500	No award
12	Islay Community Council	N/A	£2,500.00	£2,500.00	£2,500
13	Islay Community Council*	N/A	£4,460.00	£2,460.00	No award
14	Keeping it Local CIC	N/A	£9,021.88	£2,500.00	£2,500
15	Kintyre Link Club	N/A	£4,361.42	£1,348.67	£1,348
16	Kintyre Seasports	£1,055	£8,234.00	£1,500.00	No award
17	Lochgilphead Community Council*	N/A	£5,000.00	£2,500.00	£2,500
18	MacTaggart Community Cybercafé	N/A	£1,368.00	£1,368.00	£1,368
19	Mid Argyll Youth Development Services (MAYDS)	N/A	£6,020.00	£2,000	No award
20	Mid Argyll Music Festival*	N/A	£9,960.00	£1,500.00	£1,500
21	PACTMAK People and Agencies Coming Together Mid Argyll and Kintyre	£2,090	£10,000.00	£2,500.00	No award
22	Port Ellen Juniors Football Club (PEJFC)	N/A	£11,203.00	£2,500.00	No award
23	Shopper-Aide Ltd	£2,500	£10,437.00	£2,500.00	£1561.29 (partial award)
24	South Kintyre Seniors Forum	N/A	£2,890.00	£2,000.00	No award
25	Tarbert Soccer Centre	N/A	£3,588.83	£2,500.00	£2,500
26	Tarbert Village Hall	N/A	£1,525.00	£925.00	£925
27	The Community Bureau	N/A	£4,425.00	£2,425.00	No award
28	The Easy Club Mid Argyll	N/A	£2,290.00	£1,745.00	No award
29	This is Islay	N/A	£3,535.00	£1,635.00	No award
30	WorkingRite	N/A	£73,884.00	£2,147.00	No award
		Total Available			£23,422.29
	* Events & Festivals	Total Recommended			£23,422.29

Table 2 – Supporting Communities Fund Recommendation

Ref	Organisation	Application Detail
1	19 th Argyll (Lochgilphead) Scout Group	Towards an adventure weekend for up to 104 children and young people that will give them improved opportunities, skills and confidence from learning together in the outdoors, while reducing the costs for low income families.
4	Carradale Music Festival	Towards the 3rd Carradale Music Festival which aims to showcase the best in Scottish traditional music over 2 stages on

Ref	Organisation	Application Detail
		the weekend of 10-12 April 2020 as well as offering music workshops to young people and promoting local produce.
6	Dalintober & Milknowe Senior Citizens Monday Social Club	4 tea dances for Campbeltown Senior Citizens, including residents of the local care home, to include transport, thereby reducing social isolation and improving health.
10	Islay and Jura Community Enterprises Limited	Towards continuation of a part-time Link Worker post who supports remote rural residents with long term health conditions by connecting them to services and their community for the improvement of their health.
12	Islay Community Council	To hire a consultant to complete a Community-led Action Plan for the island of Islay ensuring they can realise their own ambitions and overcome issues of lack of coordination and finance.
14	Keeping It Local CIC	Business overheads towards development of this CIC into a non-profit visitor information centre, which includes digital outreach and affordable business start-up sites, thus supporting the improvement of the economy of Kintyre.
15	Kintyre Link Club	20th anniversary celebration of this mental health peer support group with enhanced wellbeing events and developmental activities, including the addition of some social enterprise endeavours to decrease grant reliance and increase the skills and confidence of members.
17	Lochgilphead Community Council	Towards the delivery of the 5th annual Lochgilphead Celtic and Pictish Festival which the Community Council anticipates will meet their aims of fostering community spirit, celebrating heritage and putting Lochgilphead on the map, as well as contributing to local business.
18	MacTaggart Community Cybercafé	Sessional worker for 3 hours a week to support the weekly intergenerational community café: "Tuesday Teas" which offers a safe, affordable and inclusive space for all.
20	Mid Argyll Music Festival	Delivery of the 2021 Mid Argyll Music Festival, one of only 13 festivals in Scotland affiliated to the British and International Federation of Festivals. This festival brings together individuals, choirs and ensembles from across the area celebrating and improving our musical heritage and skills.
23	Shopper Aide	Towards the running costs of the 4 vehicles which support Shopper-Aide's services of shopping, housekeeping and addressing social isolation with visits and outings – all for the most elderly and frail. Demand for their service is increasing, especially out of town.
25	Tarbert Soccer Centre	Winter sports kit for the children and the volunteers in order to encourage continued uptake of football in the winter months as no indoor facilities are available and there is a drop off in participation partially due to the affordability of the correct sportswear.
26	Tarbert Village Hall	The hall will host a produce and industries show, which will bring all ages together and increase skills in both cooking and gardening helping the community become fitter and more resilient as well as improving the environment.

5.0 CONCLUSION

- 5.1 The Supporting Communities Fund application and assessment process has been completed as set out within existing guidance to the fund.
- 5.2 The recommendations made fully allocate the funding available for financial year 2020/2021.
- 5.3 Due to the high demand from community groups to the Supporting Communities Fund, and the reduction of funds available through Council budget savings over the past 4 years, it is expected that the Community Planning Manager will review the fund and bring recommendations to a future Policy and Resources Committee meeting.

6.0 IMPLICATIONS

- 6.1 Policy: n/a
- 6.2 Financial: Recommendations in the report are limited to the budget allocation available in 2020/21 for the Supporting Communities Fund in MAKI.
- 6.3 Legal: Applications are initially assessed to ensure that groups are constituted with managed accounts.
- 6.4 HR: n/a
- 6.5 Fairer Scotland Duty: The Supporting Communities Fund supports community groups in tackling poverty, reducing inequality and building a fairer and more inclusive Scotland.
 - 6.5.1 Equalities - protected characteristics: Applicants are given the options of receiving the application in large print and other languages.
 - 6.5.2 Socio-economic Duty: None known
 - 6.5.3 Islands: 8 of the applicant projects are island based. 3 of these are recommended for funding.
- 6.6 Risk: risk to the public pound is managed through the assessment and scoring, and through the end of project monitoring process.
- 6.7 Customer Service: None

Chief Executive Pippa Milne

Policy Lead Cllr Rory Colville

Community Planning Manager Rona Gold

Date 7 February 2020

For further information contact: Antonia Baird on 01546 604270

ARGYLL AND BUTE COUNCIL**MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE****ROADS AND INFRASTRUCTURE
SERVICES****4 MARCH 2020**

POST WINTER UPDATE

1.0 INTRODUCTION

- 1.1 As part of the work plan for Area Committees agreed by the Area Committee Chairs and Chief Executive last year, it was agreed that an annual report be brought to the Area Committee seeking any views and comments that could be put forward for consideration as potentials for policy change through the Environment, Development and Infrastructure Committee.
- 1.2 This report invites comments from Area Committees for consideration by the Environment, Development and Infrastructure Committee for any potential policy amendments.

2.0 RECOMMENDATIONS

- 2.1 Members are asked to consider this report and put forward any comments or views to be considered as part of the 2020/21 Winter Policy which is intended to be presented to the Environment, Development and Infrastructure Committee in September 2020.

3.1 BACKGROUND

- 3.1 Each year, Roads and Infrastructure Services refresh their Winter Maintenance Policy. The most recent version of the report to the Environment, Development and Infrastructure Committee in September 2019 and the associated appendices and policy document is appended to this report (Appendix 1).
- 3.2 The policy sets out priorities for treatment and routes that will be 'pre-treated' in advance of winter hazards. In prolonged winter conditions the policy provides for all roads to be treated with resources being allocated to focus on the hierarchy of priorities (i.e. the lower priorities will only be cleared once the higher priorities have been treated and are clear).
- 3.3 The policy is a comprehensive document setting out the management,

governance and operational requirements for the winter service. The policy sets out signing provision to warn the travelling public of roads that are unsuitable for use during extreme winter conditions. The policy also provides a protocol for the reduction in use of salt and preservation of remaining stocks in the unlikely event of replenishment salt stocks not being available. This was introduced following the severe winters of 2009/10 and 2010/11.

- 3.4 Currently the Council pre-treat approximately 52% of the road network and utilise four priority categories (1 – 4). Essentially, whilst only 52% of the network is treated prior to the onset of snow or ice, the full network would be treated in a prolonged winter event. As part of this current financial years budget process, an extra £500k of budget was made available for winter which right sizes the budget based on recent years' average cost. The current budget provision provides sufficient resource for an average winter. There is no surplus within the budget provision therefore it is suggested that if any additional treatments were carried out, any additional costs would need to be delivered through efficiencies.
- 3.5 As part of the current in year budget settlement, Council allocated an additional £500k to offset historic overspends. £50k of this funding has been allocated to help improve community resilience during winter conditions. As part of the community resilience proposal, as an initial step we aim to better engage with our local communities and involve them in our winter maintenance programme. Where possible, this will involve empowering communities to work with the Council during winter weather events. The model we will be taking forward to engage with community groups is based on that used for the festive lights, the main difference being that we will be looking to initiate an initial scheme for community resilience for the 2020/21 winter season. Based on experiences elsewhere, we anticipate that there may be a slow start up which gathers momentum over short period of time.
- 3.6 Officers have liaised with representatives from Aberdeenshire Council and the Ayrshire Roads Alliance, both of which have successfully trialled community engagement and involvement through Snow Wardens (Aberdeenshire) and Community Engagement (Ayrshire Roads Alliance). Over a period in excess of three years each authority has seen a rise in members of their community being trained and given access to personal protective equipment as well as grit/shovels from the authority to help clear snow and ice from their local community. Both authorities are clear that a structured media campaign is required to get communities on board along with help and guidance. This includes resource from the Council to facilitate community engagement, training, media, provision of equipment etc.
- 3.7 A winter maintenance review is to be carried out during the 2019/20 and 2020/21 winter seasons. The review is considering vehicle type and procurement, staffing issues and route optimisation. Currently we are going through an initial procurement process for route optimisation. Multiuse vehicles may reduce the overall vehicle numbers required to deliver the year round service by maximising the use of chassis units with demountable bodies. These changes are scheduled to be incorporated in 2021/22. At present these

measures are still to be finalised through the vehicle procurement process as a consequence of the Departmental Re-Design which amalgamated Roads, Amenity and Waste resources in each area, into a single multifunctional operational workforce.

4.0 CONCLUSION

- 4.1 As part of the work plan for Area Committees agreed by the Area Committee Chairs and Chief Executive last year, it was agreed that an annual report be brought to the Area Committee seeking any views and comments that could be put forward for consideration as potentials for policy change through the Environment, Development and Infrastructure Committee.

5.0 IMPLICATIONS

- 5.1 Policy – winter maintenance policy is in place and goes before the EDI Committee each year for consideration.
- 5.2 Financial – from within existing revenue budgets
- 5.3 Legal – none known
- 5.4 HR – none known
- 5.5 Equalities – none known
- 5.6 Risk – none known
- 5.7 Customer Service – none known

Interim Executive Director with Responsibility for Roads and Infrastructure

Kirsty Flanagan

Policy Lead for Roads and Infrastructure Cllr Robin Currie

February 2020

For further information contact: Jim Smith, Head of Roads and Infrastructure

APPENDICES

Appendix 1 – Winter Maintenance Policy 2019/20 covering report and associated appendices

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ARGYLL AND BUTE COUNCIL

ENVIRONMENT, DEVELOPMENT AND
INFRASTRUCTURE COMMITTEE

ROADS AND INFRASTRUCTURE
SERVICES

12 SEPTEMBER 2019

WINTER SERVICE POLICY 2019/20

1.0 EXECUTIVE SUMMARY

- 1.1** Each year Members consider for approval the Council's Winter Service Policy. The format and general content of the Winter Service policy 2019/20 remains similar to 2018/19.
- 1.2** The policy sets out priorities for treatment and routes that will be 'pre-treated' in advance of winter hazards. In prolonged winter conditions the policy provides for all roads to be treated with resources being allocated to focus on the hierarchy of priorities (i.e. the lower priorities will only be cleared once the higher priorities have been treated and are clear).
- 1.3** The policy is a comprehensive document setting out the management, governance and operational requirements for the winter service. The policy sets out signing provision to warn the travelling public of roads that are unsuitable for use during extreme winter conditions. The policy also provides a protocol for the reduction in use of salt and preservation of remaining stocks in the unlikely event of replenishment salt stocks not being available. This was introduced following the severe winters of 2009/10 and 2010/11.
- 1.4** It is recommended that the Committee:-
- Notes the proposals for community resilience
 - Notes weather summary from 2018/19 at Appendix 1
 - Approves the 2019/20 Winter Maintenance Policy at Appendix 2
 - Approves the Salt Use Reduction and Preservation of Stocks Protocol at Appendix 4.

ARGYLL AND BUTE COUNCIL

ENVIRONMENT, DEVELOPMENT AND
INFRASTRUCTURE COMMITTEE

ROADS AND INFRASTRUCTURE
SERVICES

12 SEPTEMBER 2019

WINTER SERVICE POLICY 2019/20

2.0 INTRODUCTION

2.1 This report presents the Winter Service Policy 2019/20 which remains in a similar format and covers a similar network to the Policy approved by this Committee in previous years. This is generally based on the network and times of the public bus service with additional priority and resources allocated to strategic high speed roads.

3.0 RECOMMENDATIONS

3.1 It is recommended that the Committee:-

- Notes the proposals for community resilience
- Notes weather summary from 2018/19 at Appendix 1
- Approves the 2019/20 Winter Maintenance Policy at Appendix 2
- Approves the Salt Use Reduction and Preservation of Stocks Protocol at Appendix 4.

4.0 DETAIL

Winter Maintenance Policy 2019/20

4.1 The proposed Winter Maintenance Policy for 2019/20, in terms of treatment standards and routes, remains largely unchanged from that approved by the Council in 2011. The number and category of pre-treatment salting routes remains the same including the amendments introduced to cater for the transfer of A83 Kennacraig – Campbeltown to the Trunk Road network in August 2014. No other direct changes to the category or length of routes treated is proposed at this time. The current level of treatments is based largely around the public bus service network.

4.2 The advisory signs of alternative routes in severe snow conditions remain similar to the four routes proposed in previous years. Details on sign configuration and locations are contained in Appendix 3 of this report.

- 4.3 Winter stand-by arrangements will commence on Friday 1 November 2019 and will continue until Friday 17 April 2020. There are a total of 31 treatment routes detailed in the policy's operational planning web-based management tool.
- 4.4 The Winter Treatment Fleet for 2019/20 will consist of 17 hired gritters from Econ Ltd. 1 contractor vehicle on Jura, one shared route assisted by 1 contractor in Lochgoilhead and 12 Council vehicles. This provides 31 main frontline vehicles with 2 spare vehicles to cover breakdowns. In addition, there are 2 x 7.5 tonne tipper vehicles which also incorporate 'multispread' units (gritting attachments) and ploughs and a further 4 x 7.5 tonne tippers that can accommodate ploughs giving a total of 6 extra vehicles that can be deployed together with tractors and 'V' ploughs if conditions demand.
- 4.5 The requirement to manage drivers' hours within the delivery of all Council Services directly impacts on the retention of the Council's Operator Licence. Drivers from across the operational teams (grounds, waste, roads) deliver the pre-treatment service, in conjunction with external contractor assistance on the islands of Jura and partly in North Cowal. In extended periods of extreme winter conditions consideration will be given, at an operational level, to prioritising services to ensure that winter treatments can be delivered. This may result, for example, in refuse collections and other services being temporarily suspended in order to prioritise the clearing of ice and snow. Such measures are only likely in prolonged periods of extreme weather.
- 4.6 Steps are being taken to increase the available driver "pool" by utilising other council drivers including grounds and waste disposal operatives. Discussions are ongoing to resource additional resilience being provided by engaging assistance from external contractors on some mainland routes where in-house coverage is limited. In extreme and prolonged weather events and where other priority tasks occur (such as responses to road traffic collisions, collapsed culverts etc) resource may need to be allocated based on a risk based priority.
- 4.7 The table below indicates the statistical variations in operational activities over the last five winter seasons. Weather patterns vary with some years experiencing hazards more widespread and in others more concentrated on inland and higher routes. The equivalent Full Fleet runs statistic is used to indicate an approximation to the budget allowance. The application of salt varies between 10gm² and 40gm² depending on a number of factors including road surface temperature, forecast and residual salt. In parallel with these methods, grit and sand are applied in snow conditions. The route with the individual highest number of turn-outs, remains consistently the A819 East Lorn Strategic Route.
- 4.8 Footways and footpaths will only be treated, in periods of lasting hazard, when it is considered by the winter management team that the physical condition of the footways and footpaths makes it necessary and treatments will be effective. Footways and footpaths will usually only be treated during normal working hours. Our staffing levels are such that we generally don't have sufficient labour available to deal with footways and footpaths in parallel with treatments of the carriageway.
- 4.9 In specific locations additional information and diversion signing will be erected to further inform drivers of the hazardous conditions on some routes and advise them of alternative routes where available resources will concentrate on maintaining treatments. There are three roads where signing to indicate specific alternative routes are available. The sign is deployed for these road closures are detailed in Appendix 3.

1. A817 "Haul Rd" , Lomond.
Snow gates at A82 and A814 "central" roundabout
Diversion via A818 Arden - A814 Garelohead
2. C46 Glen Aros / Glenbellart road , Mull Signs
at Aros Bridge and Dervaig Primary School
Diversion via A848Tobermory
3. C9 Glenfinart Road (The Larach) , Cowal
Signs at Whistlefield Hotel and Sligrachan Bus turning head;
Diversion via A880 Cot House
4. C11 Otter Hill road (Bealach an Drain) , Cowal
Signs at Glendaruel A886 and Otter Ferry B8000;
Diversion via A8003 Tighnabruich and Kames.

Appendix 1 to this report provides a summary of the 2018/19 winter conditions.

Winter Season	2014-15	2015-16	2016-17	2017-18	2018-19
Equiv Fleet Runs	82nr	58nr	66nr	110nr	62nr
Salt used tonnes	19,204t	10,151t	11,457t	22,992t	13,059t
Most turned out run	A819 = 120nr	A819 = 107nr	A819 = 99nr	A819 = 162nr	A819 = 109nr

- 4.10 The Council's Winter Maintenance budget has been increased by £500k in Financial Year 2019/20 to an operational budget of £2.12M . This provides the capability to deliver the equivalent of approximately 62 full runs over the coming winter season. This is an increase in estimated runs from the previous years 55 runs. The actual cost of winter maintenance is dependent upon the severity of winter conditions and is a financial risk in that the service responds in accordance with set policy to variable weather events that are not predictable. In the financial year 2018/19 the Hire Gritter Supplier went into administration and thanks to strong financial procurement management the council did not suffer any detrimental financial burden, in fact we were able to save over £250k in hire costs.
- 4.11 Overall the financial cost for 2018/19 was £1.89million against a budget of £1.62million, however had we not saved the £250k from the hire contract we would have overspent the budget with a projected outturn of over £2million. If we have a similar number of runs in this coming winter season, the additional budget figure will mean that we can deliver the service within the available budget. The actual cost of winter maintenance will be dependent upon the severity of winter conditions and is an ongoing financial risk in that the service responds in accordance with set policy to variable weather events that are not predictable.
- 4.12 The current 2019/20 Gritter Hire Contract with Econ Ltd has cost £515k, which is approximately £20k more than last year's costs, however in light of previous older less

reliable fleet, we have ensured this contract delivers vehicles less than 1 year old vehicles which will increase reliability and efficiency.

- 4.13 As of 19 April 2019, the Council held a stock of 10,572 tonnes of salt. Provisional replenishment orders will be called forward from mid-Oct, for 4,000 tonnes. This will top up capacity in storage facilities to the target starting stock of +14,000 tonnes.
- 4.14 The Salt Use Reduction and Preservation of Stocks protocol was introduced in December 2010 in light of severe shipping and material shortages is attached at Appendix 4.
- 4.15 The assessment of school routes subject to pre-treatment before 08:00hrs, as required under Priority 3b of the route hierarchy, in section 4 of the Policy, will be assessed each year after the confirmation of enrolment numbers from the autumn intake. Once the levels of occupancy on school bus routes have been confirmed, amendments will be made as necessary to the pre-treatment route plans and descriptions.

Community Engagement

- 4.16 As part of the current in year budget settlement, Council allocated an additional £500k to offset historic overspends. £50k of this funding has been allocated to help improve community resilience during winter conditions. As part of the community resilience proposal, as an initial step we aim to better engage with our local communities and involve them in our winter maintenance programme. Where possible, this will involve empowering communities to work with the Council during winter weather events.
- 4.17 Officers have liaised with representatives from Aberdeenshire Council and the Ayrshire Roads Alliance, both of which have successfully trialled community engagement and involvement through Snow Wardens (Aberdeenshire) and Community Engagement (Ayrshire Roads Alliance). Over a period in excess of three years each authority has seen a rise in members of their community being trained and given access to personal protective equipment as well as grit/shovels from the authority to help clear snow and ice from their local community. Both authorities are clear that a structured media campaign is required to get communities on board along with help and guidance. This includes resource from the Council to facilitate community engagement, training, media, provision of equipment etc.

Transport Scotland

- 4.18 Following the decision to trunk the southern section of the A83, Transport Scotland are now roads authority for this section of road. Argyll and Bute Council continue to provide a winter service and reactive emergency repair service on behalf of Transport Scotland via Bear Scotland to the section of trunked A83 between Kennacraig and Campbeltown.

Winter Review

- 4.19 A winter maintenance review is currently underway during the 2019/20 and 2020/21 winter seasons. The review is considering vehicle type and procurement, staffing issues and route optimisation. Multiuse vehicles may reduce the overall vehicle numbers required to deliver the year round service by maximising the use of chassis units with demountable bodies. These changes will be incorporated in 2021/22 in line with current contracts for hire of winter vehicles. At present these measures are still to

be finalised through the vehicle procurement process as a consequence of the Departmental Re-Design which amalgamated Roads, Amenity and Waste resources in each area, into a single multifunctional operational workforce.

5.0 CONCLUSION

- 5.0 This report details the Council's Winter Maintenance Policy for 2019/20 and highlights the pressures on resources and operational effectiveness due to the constraints of future funding levels and best practice advice.
- 5.1 Committee is asked to approve the Winter Service Policy 2019/20 and note the details in appendices 1 – 3.

6.0 IMPLICATIONS

- 6.1 Policy It is considered to be good practice for Committee to confirm policy for winter maintenance activity on an annual basis. This report seeks to achieve the above.
- 6.2 Financial The Council's Winter Maintenance budget has been increased to £2.12M this financial year. This provides the capability to deliver the equivalent of approximately 62 full runs of the treatment fleet over the season. The actual cost of winter maintenance is dependent upon the severity of winter conditions and is a financial risk in that the service responds to weather events that are not predictable. Should the criteria for school bus routes change this will have a financial effect on the budget.
- 6.3 Legal The Winter Maintenance Policy sets out the Council's level of service provision for winter maintenance
- 6.4 HR Staffing levels have reduced over recent years, this can make it challenging to have sufficient staff to deal with a severe winter event. Processes are in place for external suppliers to assist in geographic specific locations with additional support being levered in by framework contracts should severe weather persist.
- 6.5 Equalities /Fairer Scotland Duty None known
- 6.6 Risk The proposed policies are designed to reduce the Councils exposure to risk.
- 6.7 Customer Services The winter service has been designed to maintain access to the Councils Strategic Road Network during winter conditions.

Executive Director with responsibility for Roads and Infrastructure Services - Pippa Milne

Head of Roads and Infrastructure - Jim Smith

Policy Lead Councillor Roddy McCuish

August 2019

For further information contact: Jim Smith, Head of Roads & Infrastructure Services 01546 604324

APPENDICES

1. Summary of 2018/19 winter conditions
2. 2019/20 Winter Service Policy
3. Advisory Signing – Road Closures in Severe Conditions.
4. Salt Use Reduction and Preservation of Stocks Protocol (2018 revised)

Appendix 1 – Summary of 2018-19 Winter Conditions

Weather Summary Nov 2018 – April 2019

A winter of fluctuating conditions with short spells of wintry weather interspersed between wet and mild conditions. Only one distinct snow event period, the two weeks in mid- January leading to lowest temperatures of Minus 10 Deg C Road Surface Temperatures (RSTs). Two periods of unseasonably warm conditions in February and March. A classic “marginal” winter with frequent “wash-off” conditions removing salt from the network and requiring repetitive treatments in advance of the next risk of borderline sub-zero conditions.

Weather forecasts and observations – Oct-Nov 2018

Wintry conditions came early in 2018, due to a Polar Vortex forcing northerly winds and arctic air over the British Isles during the last week of October. Sub-zero temperatures were forecast from Friday 26th October onwards, largely in clear dry conditions. Road Surface temperatures dropped to a minimum of Minus 2.3 C at the Leanach - Cowal sensor overnight into Sat 27th October. Temperatures of Minus 3.3C to Minus 3.7C were recorded between the Blaran and Salachray sensors on A816 over the nights of Sun 28th to Wed 31st Oct, in Western mainland districts. Sensors in Lorn East, Cowal and Lomond were recording RSTs of Minus 1.5C to Minus 2.3 C during this time. A brief respite to marginal but positive RSTs on Thu 1st November before a return to a hard frost Friday a.m. 2nd Nov. also affecting island domains of Bute and Mull. Throughout this week Islay/Jura and Kintyre sensor generally indicated marginal but positive RSTs. Although initially dry and sunny during the day, light rain began to affect the area from Tuesday 30th onwards, affecting road surfaces before more persistent rain and milder conditions developed from Fri 2nd November onwards. RSTs recovered in the first two weeks of November to overnight minima of Plus 3.5C to Plus 8C , with little risk of winter hazards, however localised flooding and windblown tree debris was a feature of 9th – 11th Novperiod.

From 16th November, colder air from the East gave drier conditions but with dips in temperature in intermittent cloud cover, to marginal sub-zero RSTs mainly in Lorn East, West and Mid-Argyll. This trend continued, with a slight improvement Thursday night 22nd Nov. through the weekend to Tuesday 27th Nov. with RSTs dropping to between Minus 1 and Minus 3 Deg C in most domains overnight until the easterly airflows and clear spells were replaced with a series of Atlantic weather fronts bringing wind and rain and milder conditions through to 1st December.

Weather forecasts and observations – December 2018

December started as November had finished with mild and wet conditions, however icy roads and sub-zero temperatures were forecast from 2nd Dec in NE domains, extending to all areas on 3rd and 4th with overnight minimum RSTs recorded as marginal minus 0.2Deg C to 0.6Deg C on 3rd on A816, A819 and A815 sensors before dipping below Minus 4 Deg C at Salachray and Leanach on 4th with all sensors subzero, followed by a low of Minus 3.3Deg C at Accurrach on 5th Dec. before temperatures recovered again on 6th. RSTs dipped again on 9th and 10th with a low of Minus 3.3 Deg C at A816 Blaran on 10th and after a brief period of mild conditions with rain, dipped again on the nights of the 14th to

17th Dec. mainly in central, northern and eastern domains. Minimum RST of Minus 3.6 Deg C at A817 Haul Road on 16th Dec. A further spell of mild and wet weather with warm fronts coming in off the Atlantic was followed by a change to northerly wind and a sharp frost on 23rd Dec. Forecasts for central domains indicated sub-zero RSTs throughout the day . Observed minimum temperatures of Minus 1.1C at Blaran on 23rd, dropping to Minus 5.3C on 24th with all sensors sub-zero overnight. On Christmas morning Leanach sensor recorded Minus 4C with temperatures at sensors North and East of the boundary of Argyll as low as Minus 6C. The remainder of the month from Christmas Day to Hogmanay was generally mild with periods of rain or misty conditions. Minimum overnight temperatures no lower than Plus 6C to plus 3C on 27th and 31st Dec.

Weather forecasts and observations – Jan 2019

The seasonal trend for short duration periods of hazards between longer spells of milder conditions continued into the first two weeks of 2019. A sharp frost on 1st Jan saw overnight temperatures drop dramatically from Plus 0.7 to Plus 5.5 Deg. C on Hogmanay, to Minus 0.4 to Minus 6.4 Deg C overnight into 2nd January. Sub-zero temperatures persisted throughout the day on 2nd in some areas of Cowal and Lorn although improvements moved North and East over the following 36hrs, with temperatures no lower than Minus 0.1 – 0.2 at A886 Leanach–Cowal and A819 Accurrach–Lorn E , with the minimum at B842 Stewarton-Kintyre , Plus 4 Deg C overnight 3rdJan.

Milder, cloudy conditions then took over until the morning of Tue 8th where marginal conditions were observed in Lorn East. Clear skies that evening allowed RSTs to drop to Minus 2.9 Deg C by early morning at Leanach but only dropping to marginal Plus 0.2C at Dervaig – Mull and Ballygrant - Islay. The next series of weather fronts passed over Scotland from the Atlantic returning conditions to mild with cloud cover and frequent rain. Overnight temperatures fluctuated in intermittent clear spells, no lower than plus 6.7C at Accurrach on 12th but dipping to Minus 4.3C at Haul Rd and minus 4.6C at Leanach of 16th Jan. Another brief mild spell ended on 20th and 21st with minimum overnight RSTs of Minus 4.3 C.

The first widespread snow event of the season arrived early on Tue 22nd January. Routes were largely clear at 06:30hrs but by 09:30hrs severe disruption was experienced in Western districts and spread to the whole area thereafter. Frequent and intense snow showers continued to move South-East over the area throughout the day before giving way to a hard frost with overnight RSTs of Minus 6.3 C at A816 Salachray on 22nd -23rd .

Subzero RSTs continued into Thu 24th in all districts with the exception of milder conditions in the South West (Islay / Kintyre) with a minimum RST of Minus 3.7C at A816 Salachray. A brief respite overnight into Friday 25th through to Saturday of milder conditions with rain, gave way to clearer conditions with frosts returning early morning Sunday 27th Jan. with overnight lows on Mon 28th of Minus 5.9 at A816 Salachray.

The second and more disruptive snow event of the season so far, developed overnight Monday into Tuesday 29th. This again caused widespread traffic disruption due to the frequency of intense but localised showers, affecting several high level roads at first but extending to the whole network by 08:00hrs. Snow showers continued throughout the day before an overnight frost and more snow arrived on Wed 30th. Overnight temperatures

continued to drop due to the effects of lying snow, all sensors in Argyll reading sub-zero from 29th with RSTs ranging from Minus 1.3C to Minus 4.7C , dropping to Minus 4.9C to Minus 10.1C at A886 – Leanach – Cowal overnight to Fri 1st Feb. In clearer conditions from 31st, the hazard remaining was ice, associated with compacted snow on footways or lower priority carriageways.

Weather forecasts and observations – Feb 2019

Lying snow from the events of late January contributed to the lowest overnight temperatures of the season so far on the evenings of 1st and 2nd of February, with Leanach – Cowal recording a minimum RST of Minus 10.1 Deg C. A warm front passed over the area early on Sunday morning, bringing a band of rain. Although prior to this minimums RSTs of Minus 7.3 Deg C were recorded. Due to the low temperatures inland, snow affected most high level roads from 08:00hrs before slowly clearing during the day. Overnight temperatures dropped briefly to Zero on Sunday evening, in the North East of the area before a general improvement RSTs were generally in the region Minus 1 to Minus 4 Deg C although this fluctuated on some nights before another mild spell with frequent weather fronts of rain took effect from 6th Feb , with milder overnight RSTs.

Named Storm “Erik” affected the country over the period 8th – 10th February. Strong winds and rain affected inland areas and coastal routes were affected by flooding and wave bourn debris. Areas of Sandbank, Tarbert and Helensburgh were affected by high tides on Friday morning 8th but only the C18 Keprigan Road at Southend - Kintyre was actually closed due to debris. Weather conditions meant that it was not until Monday 11th that clearance operations with mobilised. Clear skies on Sunday morning resulted in additional areas on Mull and Islay becoming critical, sub-zero RSTs developing wider that previously forecast. A widespread frost on Sunday evening into Monday saw temperatures vary from Minus 0.4 Deg C in Oban to Minus 4.3 C at A816 Salachray on the morning of Mon 11th. Thereafter the week was mild with some shower activity, until a minor dip in RSTs on Friday 15th with A817 Haul Road, A819 Accurrach and A886 Leanach all hovering just below zero RST. Milder conditions with another warm flow of southerly air lasted over the weekend to Mon 18th Feb. For the bulk of the remaining ten day period, conditions reached “record” levels with temperatures exceeding the norm on most nights. Until 23rd there was very little in the way of precipitation and overnight temperatures of Plus 5 DegC were being recorded. Between 24th and 28th, clearer conditions allowed RSTs to dip to marginal conditions in isolated inland domains. RSTs of minus 0.3Deg C being recorded at Leanach and Accurrach sensors on consecutive nights running up to the end of the month.

Weather forecasts and observations – March 2019

March started with a return to mild but wet conditions, after the “mini-heatwave” of unseasonably mild weather in the second half of February. Overnight minimum temperatures forecast to be marginal but positive over the initial period. The predicted strong winds and disruption associated with, Named Storm Freya, did not develop as strongly as predicted in Argyll as this storm travelled farther south over England than predicted. No treatable hazards were forecast within the first week to 7th March. However, clear spells overnight allowed fluctuation of the overnight temperatures to

develop. Marginal Minus 0.8 to 0.6 Deg C on 6th and 8th were short lived hazards before a dramatic change overnight into Fri 8th where minimum RSTs were recorded as Minus 1.2 Deg C down to Minus 3.7 Deg C recorded across the rural road sensor network.

Strong winds were an accompanying feature of the second full week of March, as Named Storm Gareth travelled over Northern Ireland and Scotland, over the weekend, with disruption caused by fallen trees overnight 11th – 12th – 13th in Cowal, Lomond, Mid-Argyll and Lorn, unusually there were no issues on Bute or the outer isles of Mull, Islay etc.

Temperatures varied on 10th to 13th with a range in rural sites of Minus 0.8C to Minus 2.5C although generally urban sites remained positive but marginal. Sub-zero temperatures returned between 16th and 18th with a range of RSTs from marginal Minus 0.2 DegC Dunoon to Minus 1.8 C at Leanach on 16th and again Minus 3.0 C there on 17th.

Thereafter overnight minimum RSTs for the remainder of the month, were much milder approaching double figures apart from a slight dip on 23rd to Minus 0.1C at Leanach and Accurrach and again Minus 0.3C at Leanach on 25th but generally Plus 5 to Plus 9 Deg C. Overnight 30th - 31st March there was an isolated dip with RSTs of Minus 0.3 to Minus 0.7 DegC recorded on the two Mull sensors, to Minus 1.7DegC at Leanach and Minus 2.8DegC at Blaran but with eastern domain sensors and urban sites generally 1 – 1.5Deg C milder.

Weather forecasts and observations – April 2019

Monday 1st April saw a dramatic change for the conditions at the end of March with milder air flows and rain forecast through 2nd onwards. This resulted in an effective overnight temperature swing, improving by 5 Deg C in 24 hrs. Minimum RSTs Plus 2 Deg C but in clearer and generally drier conditions on Tue/Wed RSTs in inland domains forecast as marginal, RSTs dropped to Minus 0.6 Deg C at A819 Accurrach and A816 Blaran on the morning of 2nd and Minus 0.6 at Dervaig – Mull on 4th along with Minus 0.7 to Minus 0.5 DegC A816 sensors. Intermittent rain and days of dry and clear conditions resulted in a fluctuation in overnight minimum RSTs. Plus 5.2 C at Blaran on 7th, Plus 2.1 C on A817 Haul Road on 8th and Plus 4.7C at A886 Leanach on 9th.

During this time national forecasts predicted snow showers in cold airflows from Norway but little of this reached the West coast, so the effect on Argyll was minimal, with just some hail slush for a while on Thu 4th although locations were varied as showers were unpredictable. A long clear sunny day on 9th lead to Maximum RSTs of over 28 Deg C in upland sites but this then resulted in a dramatic temperature drop, with grass frost and ice on vehicles on the morning of 10th April. Minimum RSTs recorded as MINUS 1.4 Deg C at Leanach, MINUS 1 Deg C Blaran and Accurrach and MINUS 0.5 C at Salachray although road surfaces were generally dry. In clear sunny conditions daytime maximum RSTs again climbed as high as Plus 32 Deg C. but dropped to marginal Minus 0.7DegC overnight in generally dry conditions, resulting in another grass frost on the morning of Thu 11th

This pattern of marginal temperatures in variable cloud cover continued until 14th April with overnight RSTs Plus or Minus 0.5Deg C for limited periods, in generally dry conditions. Temperatures improved with overnight lows in rural areas continuing to climb with Plus 8 Deg C the minimum at A819 Accurrach on 20th April, with urban sensors by then in double figures. Temperatures generally stayed at this level for the remainder of April but with a

trend downwards towards the May-day holiday weekend. Remaining dry with no surface hazards, despite a late season dip to Minus 0.5 Deg c at Leanach and Accurrach overnight on 3rd May before recovery during the day in clear sunny weather to PLUS 31.5 Deg C.

Appendix 2 – 2019/20 Winter Service Policy



WINTER SERVICE POLICY 2019-20

Author	Network and Standards Manager
Owner	Head of Roads & Infrastructure Services
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1. INTRODUCTION

- 1.1 Argyll & Bute Council has a statutory obligation, under Section 34 of the Roads (Scotland) Act 1984, to "...take such steps as it considers reasonable to, prevent snow and ice endangering the safe passage of pedestrians and vehicles over public roads" in the Council area, which by definition includes carriageways, footways, footpaths, pedestrian precincts, etc.
- 1.2 Argyll and Bute Council will consider implementation of the recommendations included in the UK Roads Liaison Group document - Well Managed Highways Infrastructure, code of practice (first published October 2016) within the practicalities of resources and geography. The Council, through its officers, will liaise and take guidance from the Society of Chief Officers of Transportation in Scotland (SCOTS), Winter Service Subgroup on the consistent approach to implementation, in the context of the Geographical and Climatic conditions relevant to Scotland.
- 1.3 It is the aim of Argyll & Bute Council to provide a service with respect to the above that will:-
- a) Ensure the provision of a standard of treatment appropriate to the prevailing weather conditions.
 - b) Establish patterns of working which will produce the greatest benefit from the deployed resources, with the view to reducing the level of risk and the extent of any delays to the public, caused by adverse weather conditions.
 - c) At all times comply with the requirements of the Health & Safety at Work Act 1974.

2. OUTLINE PRINCIPLES

The Council, through the Executive Director of Development and Infrastructure Services, will:-

- a) Set policy and strategy and monitor the winter maintenance service.
- b) Arrange weather forecasts to assist the Winter Management team to determine the daily winter maintenance treatment strategy.
- c) Provide specialist winter maintenance plant. e.g. snow plough attachments, bulk gritters, demountable gritters, towed gritters and loading shovels.
- d) Provide salt, grit, grit bins, snow gates and signing.
- e) Provide organise and manage a trained labour force.
- f) Provide non specialist plant e.g. lorries for demountable gritters, pickups, non-specialist loading equipment, hand tools, tarpaulins and the like.

3. MANAGEMENT ARRANGEMENTS

- 3.1 The Executive Director of Development and Infrastructure Services is responsible for implementing the Council's Winter Service Policy.
- 3.2 The Head of Roads and Infrastructure Services has overall responsibility for ensuring that the Council's winter maintenance activities are carried out in line with the Council's Winter Service Policy.
- 3.3 The Operations Manager is responsible for the day to day operation of the Council's winter service policy. He is responsible to the Head of Roads and Infrastructure Services for the appointment of a Weather Service Provider (forecaster), collection of winter management and weather data, maintaining salt stocks, winter plant and communications, training of staff, preparation of rotas for on-call Managers and Area Supervisors.
- 3.4 The Operations Manager in consultation with the Network and Standards Manager shall appoint appropriate staff as Winter Managers. The Winter Manager on duty is responsible for consulting with the Duty Manager and approving the draft winter plan of action together with any subsequent updates to that plan produced by the on-call Duty Manager.
- 3.5 Duty Managers are responsible for analysing forecast data, liaising with the forecast provider and producing the daily winter maintenance action plan and gaining approval from the Winter Manager. They will ensure that the daily winter maintenance action plan is submitted to local areas for action by 15:00 hrs each day. They will monitor the weather information and make any changes to the action plan as conditions require.
- 3.6 The Operations Manager will ensure that the appointed staff in their areas are aware of and understand the strategies and priorities as stipulated. On receiving the Duty Manager's approved daily winter action plan they will ensure, through the Area Winter Supervisor, that the plan is correctly implemented. They will ensure, wherever practicable, that adequate resources are available to fully undertake the Council's Winter Service Policy.
- 3.7 Discussions will take place between Senior Management to monitor performance, at regular meetings. Any problems highlighted by the Duty Managers will be resolved at local level, where possible. Duty Managers will be relieved by other Area Office staff, from any local management responsibilities, during their weekly duty requirements.
- 3.8 Provision of the Winter Service on Council roads will normally run from the nearest Friday to the 1st November through to 15th April each season. However, this period may be extended, at either end, to accommodate prevailing weather conditions.
- 3.9 Daily communication will take place with the Trunk Roads Service provider to inform each other of their respective treatment proposals. The Council work in partnership with the Trunk Road Operation Company and provide the winter and

emergency response service for A83 Trunk Road, Campbeltown to Kennacraig section. Treatment instruction for this road is received as part of the daily TR plan and actions are recorded on the TR gritlog form and transmitted to their control room on completion.

4.0 POLICY ON TREATMENT PRIORITIES

4.1 Carriageway treatment

4.1.2 Prior to the commencement of each winter the Operations Manager will produce carriageway gritting routes based generally on the following principles:-

Priority 1 Strategic high speed, main traffic routes				
Lomond - A814 Dumbarton- Garelochhead, A818 Arden (A82) - Helensburgh Cowal - A815 Cairndow – Dunoon Ferry Lorn / Mid-Argyll - A816 Oban - Lochgilphead, A819 Dalmally – Inveraray				
	04:00 – 08:00hrs	08:00 – 16:00 hrs	16:00 – 22:00 hrs	22:00 – 04:00 hrs
Mon - Sat	Pre-treat as required + reactive	Pre-treat as required + reactive	Pre-treat as required + reactive	Reactive as reported conditions dictate
Sun & PH	Pre-treat as required + reactive	Pre-treat as required + reactive	Pre-treat as required + reactive	Reactive as reported conditions dictate

Priority 2 Other “A” and “B” classified roads, Except where treatment is categorized under Priority 3 bus routes, or less.				
A814 Garelochhead –Arrochar, A815 Dunoon-Toward, A817 Haul Road & B833 Rosneath Peninsula, A880 to Ardentenny, A885 Sandbank, A886 Strachur– Colintraive, A8003 Tighnabraich, A844 / A845 & A886 on Bute, A846 / A847 on Islay, A846 on Jura, A848 / A849, A884 & B8073 Tobermory – Dervaig, on Mull, B828 / B839 to Lochgoilhead , B842 Southend –Carradale, B843 to Machrihanish, B844 / B8003 to Easdale & Cuan, B8024 Kilberry Loop , B841 / B8025 Achnamara & Tayvallich. Plus Principal Accident and Emergency routes or roads to hospitals and routes to Police stations, Fire stations and Ambulance depot accesses Other selected streets in main urban areas e.g. steep hills, etc where route efficiency permits.				
	06:00 – 08:00hrs	08:00 – 16:00 hrs	16:00 – 22:00 hrs	22:00 – 0600 hrs
Mon -Sat	Pre-treat as required + reactive	Pre-treat in advance (if possible) + reactive	Reactive as reported conditions dictate	Reactive - only in extreme conditions
Sun & PH	Pre-treat as required + reactive	Pre-treat in advance (if possible) + reactive	Reactive as reported conditions dictate	Reactive - only in extreme conditions

Priority 3 Any section of public road, outwith P1 & P2 above, subject to :- Main Public Service bus routes as timetables require that can be met within operational time bands. Should it be impractical to cover a service then the operator must be notified or Main School Bus routes prior to or during term days only.					
New designation		06:00 – 08:00hr	08:00 – 16:00 hrs	16:00 – 22:00 hrs	22:00 – 0600 hrs
Priority 3	Mon-Fri	Pre-treat as required	Pre-treat in advance (if	No treatment unless stable	No Treatment

Service Route		+ reactive	possible) + reactive	conditions forecast a.m.	
	W/E	Pre treat in advance of journey, if possible, but no guarantee. Timetabled days only.			
Priority 3 School Route (12 or more occupied seats)	Mon- Fri	Pre-treat as required + reactive	Pre-treat in advance + reactive	No treatment unless stable conditions forecast a.m. (Not Friday p.m.)	No Treatment
	No treatments out-with School Term days (apart from Sunday evenings in advance, if stable conditions forecast Monday a.m.)				

Priority 4 All other public roads, Only as actual conditions dictate and resources are deemed to be effective.				
	06:00 – 08:00hr	08:00 – 16:00 hrs	16:00 – 22:00 hrs	22:00 – 0600 hrs
Mon - Fri	No treatment	Reactive (may include pre-treat)	Reactive – only in extreme conditions	No treatment
W/E & PH	No treatment	Reactive – only in extreme conditions	No treatment	No treatment

4.1.3 The above route priorities are set around the requirements to pre-treat in advance of freezing conditions or react to developed hazards within a reasonably practicable timescale within the confines of the resources available. Under standard conditions, pre treatment routes are designed to be completed within 3 hours of mobilisation.

4.1.4 Where hazards re-occur after treatment or in conditions where instantaneous hazards occur, resources may be required to concentrate on re-application of several treatments prior to moving on. In such circumstances the highest priority routes, experiencing such conditions, will generally be treated first and resources will only be released to other priorities once it is determined that treatments have an expectation of remaining effective.

4.2 Footway and Footpath Priorities

421 At the start of each winter, the Network and Standards Assistant Manager will produce footway and footpath treatment routes based generally on the following principle.

Priority 1 - Urban Shopping Areas and Precincts

Priority 2 - Other areas of high pedestrian concentration, e.g. in the vicinity of hospitals and schools.

Priority 3 - Steep hills in housing developments and in the vicinity of residential homes for the elderly.

422 Footways and footpaths will only be treated, in periods of lasting hazards, when the Duty Manager, in consultation with Area staff, considers that their physical condition makes it necessary and treatments will be effective. They will usually only be treated during normal working hours.

4.3 Resources

4.31 Labour

To ensure that an adequate labour resource is available to allow treatment to be carried out, arrangements are in place with Amenity Services section to participate in the supply of additional labour when conditions require.

4.32 Plant

Plant to assist with the clearance of snow and spreading of salt has been provided by Roads and Infrastructure Services. Attachments to mowers to allow footpath ploughing will be fitted at the start of each season, where practicable. Footway salt spreading barrows are provided for use by available labour when required.

4.4 Cycleways

- 4.41 Only cycleways contiguous with roads and footways will be treated in conjunction with any planned treatments.

5. WINTER STANDBY, STANDBY PROCEDURES AND GRITTING GUIDELINES

- 5.1 The formal winter standby period for Council roads will normally be from the end of the working day on the Friday nearest to 1st November to the Friday nearest to 15th April. This period may be extended at either end as the prevailing weather conditions dictate.

5.2 Shift and Standby Procedures.

- 5.21 During the operational period, standby arrangements will be operated on a formal home standby basis, with call-out as required. Arrangements will be put in place to allow mobilisation of any frontline vehicle within 1 hour of call out.

- 5.22 Standby rotas will include sufficient drivers to ensure that the priority 1 routes can be treated within 3 hours of commencing treatment

- 5.23 On receipt of a weather forecast indicating medium to heavy snow, sufficient additional operatives will be placed on standby to cover all priority 1 & 2 routes and any priority 3 routes likely to be affected as timetables indicate, by the forecast.

5.3 Carriageway Treatment

- 5.31 Carriageways will generally be treated in the order of priority as specified in section 4.

- 5.32 By 13:00 each day during the winter months, having considered the most recent weather forecast, the level of residual salt on the road

network and the available resources, the Duty Manager will compile an Action Plan for carriageway treatment for the following twenty-four hours. The Winter Manager will review, recommend any adjustments if needed and then approve the proposed plan.

- 533 Precautionary treatment for frost and light snow will be spread at a target rate of 10g/m² of salt.
- 534 Precautionary treatment for conditions where frost is forecast after rain should be delayed as long as possible to reduce loss of salt due to wash-off. This should not preclude the treatment of routes during showers where freezing of rain on contact has been predicted, or is reported.
- 535 Precautionary treatment when heavy snow falls are expected should be at a rate of between 20 and 40g/m² of salt according to the anticipated severity of snowfall and confidence level of the forecast.
- 536 In conditions where current snowfall is forecast to continue, substitution of salt with abrasive materials, sand or grit, will be instigated until such time as showers cease and any use of de-icing materials are deemed to be more effective. In extreme or persisting conditions, all material spreading will cease until there is an expectation that any deposits will remain on the carriageway and be effective in aiding traction.
- 537 In marginal conditions, consideration will be given to limiting treatment to known localised areas prone to icing. During periods of prolonged freezing conditions in the absence of precipitation, spot salting of areas of persistent seepage will continue while hazards remain.
- 538 Where areas of seepage from adjoining land are recorded on a regular basis, these will be identified and pre-emptive rectification of the drainage system will be instigated.
Land owners will be notified of their requirement to carryout such work as it affects public roads. The Council will take necessary steps to effect repairs, in the absence of any undertaken by landowners and pursue recovery of costs accordingly.

54 Footway and Footpath Treatment

- 541 Treatment of footways and footpaths will be by a combination of mechanical and manual operation. In large urban areas footway salting will be carried out by purpose built spreader barrows with a nominal design spread rate of 50g/sq.m.
- 542 Salt will only be utilised where ice and frost are the main hazard. In all snowfall conditions, physical clearance will be the priority with sand / grit spread thereafter to aid traction.

- 5.43 Treatment of footways and footpaths will normally only be carried out during the normal working day as resources permit. In most cases additional resources should be mobilised at local level as conditions dictate. The Winter Manager and Duty Manager will be kept informed of all additional resources mobilised by local management.

6. SNOW CLEARANCE STRATEGY

6.1 Carriageways

- 6.1.1 On receipt of a weather forecast indicating medium to heavy snow, carriageways should be treated in accordance with section 5.3.5. When the forecast is for rain turning to snow or the snow prediction is marginal the salting operations should be delayed accordingly.
- 6.1.2 When forecasts indicate that there will be medium or heavy snow falls, the Duty Manager will instruct that all vehicles capable of being fitted with ploughing devices will be so equipped.
- 6.1.3 Salting should be continued or be restarted when snow is falling, as conditions warrant however sand / grit must be used to preserve de-icing materials until such time as it can be used effectively.
- 6.1.4 Snow ploughing will commence as soon as it is considered that the operation will be effective. Generally snow can only be ploughed effectively at depths exceeding 30mm.
- 6.1.5 Spreading treatment of ploughed surfaces will be carried out when it is considered that the material will have the most beneficial effect. The normal case on two lane carriageways will be for spreading treatment to be started when the second lane is being ploughed, generally in the return direction. However in persisting snow conditions the spreading of materials shall be delayed until clearance of accumulations is effective.
- 6.1.6 Resources should generally be allocated to clear roads in the order of priority shown in section 4, but with precedence being given to those areas which have experienced the heaviest snow falls and drifting
- 6.1.7 Where slush is formed it should be ploughed as soon as practicable to avoid the risk of rutting should there be a further significant drop in temperature which might result in freezing conditions.
- 6.1.8 Where snow hazards are predicted to persist or develop intermittently throughout the night, consideration will be given to continuing action in some circumstances. Mainly in cases where a break in operations may result in hard packed snow or other conditions difficult to treat on resumption.

- 6.1.9 Individual circumstances, such as access for emergency services or other lifeline service vehicles will normally take precedent over the above route priority arrangements.
- 6.1.10 Where it is judged that a road cannot be kept open, early closure in liaison with the Police in a planned manner, should be initiated. Direct consultation at local level must be maintained where conditions are changeable and in some circumstances this may mean discussions on site between local Supervisors and Police officers.
- 6.1.11 In specific locations additional information and diversion signing will be erected to further inform drivers of the hazardous conditions on some routes and advise them of alternative routes where available resources will concentrate on maintaining treatments. There are three roads where signing to indicate specific alternative routes are available.
1. A817 "Haul Rd" , Lomond.
Snow gates at A82 and A814 "central" roundabout
Diversion via A818 Arden - A814 Garelohead
 2. C46 Glen Aros / Glenbellart road , Mull
Signs at Aros Bridge and Dervaig Primary School
Diversion via A848Tobermory
 3. C9 Glenfinart Road (The Larach) , Cowal
Signs at Whistlefield Hotel and Sligrachan Bus turning head;
Diversion via A880 Cot House
 4. C11 Otter Hill road (Bealach an Drain) , Cowal
Signs at Glendaruel A886 and Otter Ferry B8000;
Diversion via A8003 Tighnabruaich and Kames.

6.1.10 Road closures will be reported to the Director, Head of Service, Operations and Network Standards Managers as soon as practicable, with immediate notification transmitted to Traffic Scotland and local radio stations where appropriate.

62 Footways and Footpaths

- 621 Where footways and footpaths are covered with light accumulations of snow i.e. less than 30mm, treatment will consist of the application of Sand or Grit as described in section 5.4. of this document.
- 622 Where snow depths exceed 30mm footways clearance will be carried out where practicable by pedestrian operated or ride on powered footway ploughs. This will be enhanced by manual clearance when necessary i.e. where access precludes the use of the above plant.
- 623 Snow clearance of footways will normally only be carried out during the normal working day and as resources permit.

7. ASSISTANCE FROM EXTERNAL CONTRACTORS

- 7.1 Roads and Amenity Services provide labour and non-specialist plant as specified. In some districts, mainly islands, resources are limited and private contractors are used to provide cover to comply with this policy.
- 7.2 In areas of the network remote from the main depots, sub contractors are engaged to provide the full winter service provision in parallel with the in house council resources.
- 7.3 In severe weather conditions additional resources can be drafted in from local private contractors to supplement those of the Council. Arrangements are made through the Operations Manager to contact these contractors in advance to determine their availability and formulate contingency plans for contact and mobilisation. The Winter Manager and Duty Manager will be kept informed of all additional resources mobilised by local management.

8. SALT ETC.

8.1 Provision of Salt

- 8.1.1 Salt or other de-icing materials will be supplied through the Network and Standards Manager. An annual supply contract shall be let prior to the start of the winter season.
- 8.1.2 Onsite sampling and testing shall be carried out in each area as the Network and Standards Manager deems necessary. The Network and Standards Manager will ensure that sufficient stocks of Salt and Abrasive materials are maintained at each storage location.

8.2 Storage of Salt

- 8.2.1 Where practicable salt shall be stored under cover to prevent leaching, improve handling and to reduce treatment times. A programme of upgrading salt stores with permanent roofs will be undertaken as quickly as practicable and as financial, planning and operational considerations allow.
- 8.2.2 Storage facilities will be loaded out prior to the commencement of operations and stock levels will be monitored weekly to assure optimum supplies are available throughout the season. Stores will be kept as full as practicable as protection from the weather allows and minimum stock levels will dictate optimum re-ordering procedures.
- 8.2.3 Weekly totals of all salt quantities delivered, transferred or issued as treatments will be collated for each storage location and e-mailed to HQ for central collation from 12:00hrs each Friday.
- 8.2.4 Requests for additional salt will be included in these weekly e-mails and calling forward of orders will be co-ordinated centrally through the Roads

Procurement Officer, with the supply contractor to provide the most efficient means of optimising stock levels.

83 Use of Salt and Salt / Abrasive Mixtures

- 83.1 Preservation of salt or other de-icing materials for use where they are most effective should be a consideration when formulating a treatment plan. Service resilience must be taken into consideration at all times.
- 83.2 All routes will be pre-treated with pure rock salt, as the most effective method of preventing freezing of wet surfaces or melting of previously formed ice. However on predominantly rural routes affected by snow, grit may be added at 1:1 salt/grit mix to aid traction and break up compacted layers. In severe conditions or when supplies are restricted, pure Sand / Grit will be employed to preserve de-icing stocks.
In wholly urban areas, salt only should be applied to the carriageway at all times. Salt should be spread at the designated spread rates as determined by the Duty Manager.
- 83.3 The grading of salt and grit for mixtures shall be such that 100% will pass a 6.3mm sieve but less than 1% passing a 2mm sieve.
- 83.4 Grit bins should be filled with a 3:1 grit/salt mix, initially at the start of the season. Continued replenishment in times of persisting hazard will be purely of Sand / Grit to preserve de-icing materials and only when resources permit.
- 83.5 Provision of Salt to other departments of the Council or other Contractors will be restricted to maintain the resilience of the Roads and Footways Winter Service within the terms of the Salt preservation Protocol.

84 Calibration and control of Salt Rates of Spread

- 84.1 The Operations Manager will ensure, through the Fleet Manager that all spreaders, permanent and demountable, are maintained in such a manner as to optimise the salt feed and regular checks of the calibration shall be carried out. Records of all tests and alterations to the calibration shall be maintained for inspection.
- 84.2 All spreaders shall have limiting devices fitted such that spread rates cannot exceed 60g/m². The device may be fitted in such a manner as to allow it to be temporarily disconnected to assist the clearance of blockages.

85 Grit Bins and Grit Heaps

- 85.1 Grit heaps and grit bins are normally placed on routes not included on the Priority 1 – 3 pre-treatment network, or on sections of these routes where additional self help facilities are considered advantageous. They are provided to allow the public to use the salt/grit mix to treat localised hazards on carriageways and footways on the public adopted network.

- 852 Grit heaps will be situated on rural road verges predominantly on bends, junctions or steep sections. They shall be placed at distances which provide a reasonable volume of material over the extent of any problem area as, if material has to be carried too far, it is unlikely to be used. Consideration will be given to the environmental impact associated with tree roots, hedges and watercourses.
- 853 Grit Bins will normally be situated in urban areas or where leaching from grit heaps in rural areas is likely to have an environmental impact. They are placed similarly to rural grit heaps to provide an additional self help facility in streets such as at bends, junctions, steep sections of carriageway or footway or close to schools and other public buildings where delays in planned treatments may result in persisting hazards. Care must be taken in locating bins to avoid impeding sight impaired pedestrians or access to public utilities or roads authority apparatus. Generally where practicable, grit bin sites will allow material to be carried downhill to treat sections of the public network
- 854 Replenishment of material to grit heaps or bins will be carried out as regularly as conditions of use require, within the confines of available resources. Sites in regular use may require more frequent visits and the mix of material may vary as operational resources and stocks of available materials permit. This may depend on the overall salt resilience capability of the Council in times of prolonged severe weather conditions.
- 855 Requests for the locating of additional grit heaps or grit bins in urban areas will be considered using the following criteria.
- Is the request relevant to the Council asset of adopted roads and footway network?
 - Is there a genuine need for an additional facility, based on local knowledge, the type of hazard of concern and any accident history? The criteria for locations in 8.5.2 & 3 above will apply.
 - The proximity of similar facilities will be considered, as provision of bins and heaps often leads to further requests in similar locations.
 - The overall volume of bins and heaps will have an impact on the ability to provide an effective replenishment operation.
- 856 A register of grit bins shall be maintained by the Network and Standards Manager and their location and suitability will be reviewed annually. Grit bins will be serviced and all debris and litter removed prior to the start of the winter season. Initial replenishment of heaps and bins will be carried out prior to the start of the formal standby period, where practicable.

9. PLANT RESOURCES AND SERVICING PRACTICES

- 9.1 All winter maintenance plant will be serviced, overhauled and made ready for use, at least two weeks before the designated start of the winter period. All servicing and maintenance of specialist winter maintenance plant will be the responsibility of

the Operations Manager. The Council's Fleet Services section, maintain all plant and equipment for the user departments. The Fleet Manager will inform the Operations Manager of any deterioration in the effectiveness of any items of Winter Maintenance Plant.

- 92 Any short fall in resources caused by the removal of plant from service, during the winter period, should be reported to the Operations Manager by the Duty Supervisor. The Operations Manager will then seek ways to address the problem. Where additional fleet vehicles are available, these will be prepared as back-up units, either in advance of operations or as soon as practicable whenever a shortfall in vehicles arises..
- 93 The Operations Manager will ensure that all major items of plant are made operational by the start of the standby period. A programme of trial runs will be drawn up, to allow all items of plant to be tested and have all their accessories fitted to ensure readiness for the winter period. The trial runs will be carried out on a depot by depot basis during normal working hours.

10. WEATHER FORECASTING AND MONITORING

- 10.1 MeteoGroup Ltd , Vauxhall Bridge , London have been contracted to provide the road forecast for the period 1st October to 15th May each winter period. Access to forecast information will be gained via the local area networks at Council offices during office hours, or by a broadband router link from Duty Manager's homes. Information is available on a bespoke website for weather information and partially backed up by e-mail. In the event of a system failure it will be possible to obtain the forecast information by fax to the Duty Manager's Office or verbally out of hours to their home.
- 10.2 The contract with MeteoGroup provides for a twenty-four hours consultancy arrangement. Forecasters are available throughout the winter period by telephone, to discuss weather matters and clarify details with department staff.
- 10.3 The text forecast is augmented by other services as necessary, including the use of RADAR and satellite images to study precipitation patterns. There are fourteen Road Sensor stations, owned by the Council and maintained by MeteoGroup's partner Vaisala Ltd, giving atmospheric and surface conditions, situated throughout the Argyll and Bute road network.

11. OPERATIONAL COMMUNICATIONS

- 11.1 Vehicle / Duty Supervisor / Depot Communications
- 11.1.1 Winter maintenance vehicles are provided with a cellular telephone, such that contact may be maintained with the Duty Supervisor or depot at all times. When it is considered safe to do so, manning of vehicles fitted with effective communications facilities, will be limited to the driver only.
- 11.1.2 The fleet of 30nr frontline, route specifically allocated and 2nr back-up, winter maintenance vehicles are fitted with satellite tracking and data-

logging equipment, provided by Trackyou Ltd. Vehicles can be monitored through web access, in real time during operations and their actions are recorded and archived for future reference. One other private contractor owned vehicle is employed on pre-treatment operations on the Isle of Jura where in-house resources are limited.

11.13 Throughout the period of winter standby, the Operations Manager will ensure that staff are available to receive calls from the Police and other appropriate agencies. Call out rotas will be provided to the Operations Manager, adjacent authorities, management agents and the Police.

112 Communications with Police Scotland, Roads Policing Section

1121 It is important that the strong partnership, formed with the Police, is maintained. Information relating to severe weather conditions will be communicated to the Police at the earliest possible opportunity. The Duty Manager will consult fully with the Police when it becomes necessary to arrange road closures and when there is a need to move abandoned vehicles.

1122 The “out of hours” emergency rota will be issued to the Police by the Operations Manager. This will be confirmed to the Police Area Control Room at Helen Street, Glasgow on the Friday start to each weekly duty shift.

1123 The Duty Manager will arrange for the daily action plan to be e-mailed to the four main local Police offices each day. This will also include a confirmation of the Area Supervisors’ and Duty Manager’s out of hours contact telephone numbers.

1124 The Duty Manager will take due regard of all reports received from the Police, concerning dangerous road conditions and give consideration to them, in line with the Council Policy, in deciding the action to be taken.

113 Communications with other Agencies and Motoring Organisations

1131 BEAR Scotland, the North West Trunk Roads term contract operator will be sent the daily action plan and out of hours contact information, each day throughout the winter period.

1132 The Duty Manager will inform Glasgow City Council ; Roads and Lighting Faults Call Centre , R.A.L.F. , of the out of hours contact numbers for the following weeks shift and any amendments necessary thereafter. Contacts with Scottish Fire and Rescue and Scottish Ambulance Service, control rooms are included in this transmittal process.

1133 The Winter Manager will inform Traffic Scotland when severe weather conditions are causing delays to traffic movement.

114 Communications with the Public

- 11.41 The Winter Manager will post details of the 24hour winter treatment plan each day no later than 1400hrs on the winter maintenance page of the council website.
- 11.42 Enquiries from the public will normally be dealt with by the Customer Access Centre during normal working hours.
- 11.43 Consideration will be given to the placing of warning signs, alerting drivers to the possibility that road surface hazards may develop outwith treatment times will be placed at the interface of Priority 1 to Priority 2 & 3 routes
- 11.44 Leaflets explaining the extent of treatment routes, their priority and hours of operation will be prepared and where necessary updated, in advance of each season. These will be distributed by electronic means or to all local area Council premises and other public access buildings and establishments, such as filling stations and shops. Further copies may be issued as mail-drops or inserts to local newspapers.
- 11.45 The Winter manager will ensure that any disruption to the network is reported through the internal service disruption noticeboard on the council website.
- 11.5 Media
- 11.5.1 National radio, television and national press enquiries should be dealt with by the Director or the Head of Service or through the Council's Press and Media Relations Office.
- 11.5.2 Local radio and press should be dealt with by the Head of Service or by the Operations and Network and Standards Manager.
- 11.5.3 The Head of Service, Operations or Network and Standards Manager will be advised as soon as practicable if conditions deteriorate such that major routes have to be closed.

12. INSTRUCTION AND RECORD KEEPING.

- 121 The management of the Instruction, Recording and Archiving of daily winter Action plans is automated, by use of a bespoke winter maintenance management tool provided by Vaisala Ltd.
- 122 Vaisala – Road DSS Manager is the web based system which allows access by managers and supervisors simultaneously, to post instructions and record actual activities on each specific pre-treatment route as operations progress. Details will include some or all of the following:-
- a) Details of the routes treated.
 - b) The start and completion of treatment on a specific route.
 - c) Type of treatment carried out.
 - d) Driver and other operator details
 - e) Quantity of materials used
 - f) The prevailing weather conditions.
 - g) Any contacts by Police regarding reactive requirements
 - h) Details of any plant breakdowns, accidents or incidents.
 - i) Any other problems
- 123 In parallel to the above recording system, vehicle activities are recorded on the “Trackyou” - vehicle tracking system. Reports and map based graphical records can be run to confirm and clarify in more detail, the recorded activities.
- 124 All records are archived in separate remote servers and can be retrieved through web access by any authorised user, at any time after a plan has been completed.
- 125 Additional records of all telephone calls related to winter operations are kept by all duty supervisors and managers. These are completed at the end of each shift, collated and filed centrally for future reference.

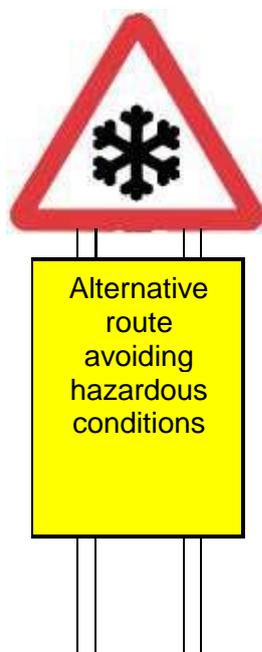
End – Winter Policy Document

Appendix 3 – Advisory signing, routes unsuitable in severe conditions

In specific locations additional information and diversion signing will be erected to further inform drivers of the hazardous conditions on some routes and advise them of alternative routes where available resources will concentrate on maintaining treatments. There are three roads where signing to indicate specific alternative routes are available.

5. A817 "Haul Rd" , Lomond.
Snow gates at A82 and A814 "central" roundabout
Diversion via A818 Arden - A814 Garelochhead
6. C46 Glen Aros / Glenbellart road , Mull
Signs at Aros Bridge and Dervaig Primary School
Diversion via A848Tobermory
7. C9 Glenfinart Road (The Larach) , Cowal
Signs at Whistlefield Hotel and Sligrachan Bus turning head;
Diversion via A880 Cot House
8. C11 Otter Hill road (Bealach an Drain) , Cowal
Signs at Glendaruel A886 and Otter Ferry B8000;
Diversion via A8003 Tighnabruich and Kames.

Example of typical information sign



Sign on permanent display during Winter Season.

Road Closure in conjunction with temporary signs when conditions dictate.



Appendix 4 - Salt Use Reduction and Preservation of Stocks Protocol.

Argyll and Bute Council WINTER SERVICE – OPERATIONS 2019/20

Protocols for the reduction in use of salt and preservation of remaining stocks. Storage Capacity, Stock Transfers and replenishment times

Storage capacity in all 15 “Operational” salt stores has been increased by 3,500tonnes to approximately 14,000tonnes, since 2009, through phase 1 of the covered tunnel construction programme. The 3,000tonne Dome in Helensburgh, although an operational store, has an element of strategic storage.

For national salt resilience purposes, daily usage is calculated on 2 Priority WRC1-3 network treatments and one WRC4 “other routes” treatment in each 24hr period. This equates to 375tonnes/day at normal use levels, 600tonnes/day for heavy snow.

The West of Scotland Co-ordination Group, Roads sub-group agreed that Roads Authorities should achieve a minimum storage capacity of equivalent to 70% of the average total salt usage of the last three severe winters. This equates to a minimum 11,650tonnes for Argyll and Bute.

However the target tonnage for the start of this season, 1st November, is 10,970tonnes. This equates to 28 continuous days supply at Winter Policy treatment levels.

As the national salt supply contract has an allowance of 21days to fulfil delivery from point of order, the minimum resilience required in normal conditions equates to four weeks operations or approximately 60% of the new capacity, at 10,000tonnes. In practice, reduced quantities of 6,000tonnes before replenishment are acceptable. This equates to a resilience of 16 days operations, at normal treatment levels.

Within this total quantity, material may require to be moved between stores to preserve a degree of individual resilience in each of the operational stockpiles around the network. Internal transfers between stores ensure adequate stocks are available as much as practicable to maintain a consistent treatment regime throughout the network. In this way the hierarchy of route treatments can be preserved as per the policy, for as long as practicable within any delivery shortage period.

Operational Decision techniques to Manage Salt use.

Winter Service Policy already recognises the need to preserve salt primarily for the prevention or treatment of ice on higher speed carriageways. 3Grit:1Salt mixes are already utilised in Grit Heaps and Bins and in the reactive treatment of footways.

Salt preservation techniques can be instigated on carriageway treatments where forecasts or conditions indicate that a mixture of salt and grit will provide the best treatment to aid traction. The winter operations decision to use 50/50 mixes should only be for this purpose, rather than to preserve supplies.

In periods of falling snow, Grit only should be used on “return” ploughing legs until such time as snowfall ceases and there is an expectation that salt will melt any residual snow after ploughing.

In settled constant dry conditions Residual Salt levels on carriageways allow the curtailment of further treatments, as part of the daily operational plan.

Reduction in Salt use in treatments, to preserve remaining stocks.

Where salt stock levels reduce and replenishment quantities are doubtful in either quantity or timescale, the use of salt will be curtailed under the following procedures.

Salt Preservation level Circumstances Authorised by.

SP1 Total Operational Stocks reduce to 6,000tonnes Winter Manager

This level will be reached in conditions of reasonably prolonged hazardous conditions or where extreme conditions reduce the effectiveness of salt. The supply chain for salt replenishment may become of national importance and Transport Scotland and Strathclyde Emergency Co-Ordination Group advice may be received.

First Operation:- Activate replenishment from Strategic Stockpile (+ 4,400 tonnes)

Depending on the likely delay in replenishment, part or all of the Strategic stockpile may be moved to operational stores and the permanent sheeting replaced. The quantity will be determined by the potential delivery date for shipping. The total stock will provide a further 12days resilience within the operational stores, at normal use rates.

Resilience:- 27days at normal use levels 375t/day : 16days heavy snow 600t/day

Second Operation:- Activate Salt Preservation Measures.

Salt treatments will be reduced. Spread rates adjusted from 40g/m² to 20g/m², or 20g/m² to 10g/m². Further reductions in the salt content of all carriageway treatments will be achieved by mixing Grit and Salt together, firstly at 1Grit:1Salt then 2Grit:1Salt.

In extreme frosts where RSTs remain below -5C all day, and salt is considered to be ineffective, additional treatments of pure Grit on all routes can be instructed to aid traction. Grit heaps, bins and footway treatments will remain at 3grit:1Salt.

Resilience:- 32days at reduced use SP1 = 188t/day : 20days heavy snow

SP2 Total stocks reduce to 4,000tonnes Head of Service

Salting treatments will be curtailed to Priority 1&2 pre-treatment routes only (1205 km)
The SP1 salt mixing techniques will be used in all further SP levels.

All other treatments will be of pure Grit including replenishment of grit bins / heaps.

Resilience:- 25 days at reduced use SP2 = 156t/day : 15 days heavy snow

SP3 Total Stocks reduce to 2,000tonnes Executive Director

Salting will be reduced to one treatment per 24hr forecast period, of the Priority 1&2 network, usually 06:00hrs mornings, in advance of the majority of traffic movements.

All other treatments will be of pure Grit including replenishment of grit bins / heaps

Resilience:- 25 days at reduced use SP3 = 78t/day : 15 days heavy snow

SP4 Total stocks reduce to 1,000tonnes Chief Executive

Salting reduced to Priority 1 and Priority 2 "A" class routes only 06:00hrs. (492km)

All other roads and mobilisation times, Grit only.

Resilience:- 32 days at reduced use SP4 = 31t/day : 20 days heavy snow

SP5 Total Stocks reduce to 700 tonnes Chief Executive

Effectively **2 days resilience at original policy normal use.** The trigger point for application to Scottish Executive Emergency Salt stockpile. Release of salt, allowing replenishment out with the normal constraints of the national salt supply contract.

Resilience:- 22 days at reduced use SP5 = 31t/day : 13 days heavy snow

Total resilience: SP1 (2nd Op) > SP5 (end) = 68 days : 41 days heavy snow.

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ARGYLL AND BUTE COUNCIL
**MID-ARGYLL, KINTYRE AND
THE ISLANDS AREA
COMMITTEE**
CUSTOMER SUPPORT SERVICES
4 MARCH 2020

AREA SCORECARD FQ3 2019-20

1 Background

- 1.1 This paper presents the Area Report and Scorecard for Financial Quarter 3 2019/20 (October-December 2019) and illustrate the agreed performance measures.
- 1.2 A summary of all the measures is included at the start of the report. The summary provides an overview of the number of measures and how many are Red, Amber, Green or No Target.
- 1.3 Both Helensburgh & Lomond and Oban, Lorn & the Isles Area Committees receive a breakdown of Car Parking Income. It is suggested that that the Mid Argyll, Kintyre & the Islands Area Committee would also welcome this information.

The measure is currently presented as a cumulative total and in a consistent format for the Council and all 4 administrative areas. It is proposed that this consistent format continues.

Currently the data is kept locally by the Service. Pyramid can accommodate the additional measures required which will present the information by car park, which in turn will combine to present a cumulative total for the Council and all 4 areas.

However, due to current commitments there is no capacity to do the necessary work within Pyramid but it will be done as soon as possible. It is proposed that if this information is required going forward the individual car park income is presented in the covering report as follows:

Car Park	FQ3 18/19	FQ4 18/19	FQ1 19/20	FQ2 19/20	FQ3 19/20
Front St & Toilets, Inveraray	£4,441	-£164	£12,343	£15,537	£6,545
Fisher Row, Inveraray	£1,196	-£41	£3,182	£4,796	£1,558
The Avenue, Inveraray	£1,635	-£41	£8,076	£11,660	£4,681
Lorne St			£525	£474	£165
	£7,272	-£246	£24,126	£32,466	-£12,950

The income has over achieved by £17,886 which may be attributable to improvements to car park maintenance and better enforcement.

- 1.4 Positive destinations – it is proposed that the success measure currently reported to all Area Committees is removed as school leaver destination statistics are no longer published.

The following measure has been identified by Education. It is proposed that the Area Committee agreed to the inclusion of the following Participation measure.

The proportion of 16 – 19 year olds participating in a positive destination (Education, Training or Employment.)

The information is currently recorded in the Skills Development Scotland (SDS) Datahub. Further analysis of the data can indicate patterns such as young people not participating or young people that we have lost contact with.

The measure can now be reported quarterly at both Council and Area level. The current Argyll and Bute wide participation rate as of FQ3 2019/20 is 93.16%.

For information this data is then collated annually for the Annual Participation Measure which is reported in FQ2. Latest data for Argyll and Bute (2019) shows a participation rate of 94.8%.

- 1.5 To improve the response to performance queries, it is requested that either the Responsible Named Officer or Sonya Thomas are contacted once the Quarterly Performance Report is received with any queries. This should enable some queries being resolved or clarified prior to the Area Committee meeting, and therefore being carried forward as Actions at a subsequent meeting.
- 1.6 A short key to symbols / layout is attached. (Appendix 1).
- 1.7 An illustration of how the Business Outcomes align to the Corporate Outcomes is attached. (Appendix 2).

2 Recommendations

- 2.1 It is recommended that the Area Committee notes the performance presented on the Scorecard and supporting commentary.
- 2.2 The Area Committee are asked to confirm if they would welcome the detailed Car Parking information as presented above on future Area Committee Performance Reports.
- 2.3 It is recommended that the Area Committee agree to the removal of the Positive Destinations success measure and the inclusion of the Participation in a Positive Destination measure.
- 2.4 It is recommended that upon receipt of the Quarterly Performance Report the Area Committee contact either the Responsible Named Officer or Sonya Thomas with any queries.

- 2.5 The Area Committee are asked to note that work is ongoing and to respond to Sonya Thomas with requests or comments regarding the layout and format of the Report and Scorecard.

3.0 IMPLICATIONS

3.1	Policy	None
3.2	Financial	None
3.3	Legal	None
3.4	HR	None
3.5	Fairer Scotland Duty	No impact assessment required for this report.
3.5.1	Equalities	N/A
3.5.2	Socio-economic Duty	N/A
3.5.3	Islands	N/A
3.6	Risk	None
3.7	Customer Service	None

Interim Executive Director with responsibility for Customer Support Services

Jane Fowler
Head of Customer Support Services

For further information, please contact:
 Sonya Thomas
 Performance and Improvement Officer
 Customer Support Services
 01546 604454

Appendix 1: Key to symbols
 Appendix 2: Illustration of Business Outcomes aligned to Corporate Outcomes
 Appendix 3: FQ3 2019/20 MAKI Word Report in pdf format
 Appendix 4: FQ3 2019/20 MAKI Scorecard

PERFORMANCE REPORTS – KEYS TO SYMBOLS

WORD REPORT

STATUS SYMBOL

- This is colour coded and indicates if the performance is good – Green; or off track – Red

TREND ARROW

- This indicates the trend of the performance between the last two periods

NAME IN BRACKETS (StreetScene)

- This indicates not only where in Pyramid you can find the data but also what team in the council deals with this element of performance

GREY SUCCESS MEASURE

- This indicates that the performance measure is a council-wide one

WHITE SUCCESS MEASURE

- This indicates that the performance measure is a local area one

ON GRAPHS IN PYRAMID

GREEN

- Performance is positively within desired parameters / meeting target / positively exceeding target

RED

- Performance is negatively out-with desired parameters / not meeting target / negatively exceeding target

KEY

- There is a key / explanation to each graph indicating Target / Actual / Benchmark alongside each graph

THE SCORECARD

- This is a plain summary of the success measures
- It mirrors the word report – BUT without commentary / names / teams
- It is simply a picture

Joint Over-arching Vision	Argyll and Bute's Economic Success is built on a growing population						
Council Mission	Making Argyll and Bute a place people choose to Live, Learn, Work and do Business						
	Choose Argyll, Love Argyll						
	A Place people choose to Live			A Place people choose to Learn	A Place people choose to Work and Do Business		Getting It Right
Corporate Outcomes	People live active healthier and independent lives	People will live in safer and stronger communities	Children and young people have the best possible start	Education, Skills and training maximise opportunities for all	Our economy is diverse and thriving	We have an infrastructure that supports sustainable growth	
Business Outcomes	BO101 We Ensure Information And Support Is Available For Everyone.	BO104 Our Communities Are Protected And Supported.	BO106 Our Looked After Young People Are Supported By Effective Corporate Parenting.	BO108 All Our Children And Young People Are Supported To Realise Their Potential.	BO110 We Support Businesses, Employment And Development Opportunities.	BO113 Our Infrastructure Is Safe And Fit For The Future.	BO115 We Are Efficient And Cost Effective.
	BO102 We Provide Support, Prevention And Opportunities To Help People Make Better Lifestyle Choices.	BO105 Our Natural And Built Environment Is Protected And Respected.	BO107 The Support And Lifestyle Needs Of Our Children, Young People, And Their Families Are Met.	BO109 All Our Adults Are Supported To Realise Their Potential.	BO111 We Influence And Engage With Businesses and Policy Makers.	BO114 Our Communities Are Cleaner And Greener.	BO116 We Engage And Work With Our Customers, Staff And Partners.
	BO103 We Enable A Choice Of Suitable Housing Options.				BO112 Argyll & Bute Is Promoted To Everyone.		BO117 We Encourage Creativity And Innovation To Ensure Our Workforce Is Fit For The Future.
CROSS-CUTTING	Socio-Economic Duty, Equalities, Gaelic						
OUR VALUES	<p style="text-align: center;">Caring, Committed, Collaborative & Creative Cùramach, Dealasach, Cruthachail agus Com-pàirteach</p>						

MID ARGYLL, KINTYRE & ISLAY FQ3 2019/20 OVERALL PERFORMANCE SUMMARY

The table below presents a summary of all of the success measures in the scorecard. They show the performance against targets and the trend against the previous quarter's performance. Measures with 'no trend data' are the cumulative Car Parking income measures.

SUMMARY OF PERFORMANCE AGAINST TARGETS

FQ2 2019/20	FQ3 2019/20	
14	14	GREEN
8	7	RED
9	10	NO TARGET
31	31	TOTAL

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Corporate Outcome No 1 - People live active, healthier and independent lives								
Number of affordable social sector new builds - MAKI (Housing Services)	●	↑↑	0	0	4	4	Allan Brandie	FQ3 2019/20 MAKI Affordable housing completions = 22 completed. 18 in OLI and 4 in MAKI.
								FQ2 2019/20 MAKI 30 new build completions in total during quarter 2: 14 units at Lochdon, Mull 16 units at Castle Wood, Helensburgh. In addition around 91 units onsite or in development for completion during quarter 3 and 4. Completions for Q2 (& note one added to Q1 figures – acquisition rather than new build in Southend but was delivered via SHIP so included in our SHIP stats).
DEG103_01 [PR103_01]- Number of new affordable homes completed per annum. (Housing Services)	●	↓↓	30	30	22	22	Allan Brandie	FQ3 2019/20 A&B Affordable housing completions = 22 completed. 18 in OLI and 4 in MAKI.
								FQ2 2019/20 A&B 30 new build completions in total during quarter 2: 14 units at Lochdon, Mull 16 units at Castle Wood, Helensburgh. In addition around 91 units onsite or in development for completion during quarter 3 and 4. Completions for Q2 (& note one added to Q1 figures – acquisition rather than new build in Southend but was delivered via SHIP so included in our SHIP stats).

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Corporate Outcome No.2 - People live in safer and stronger communities								
Car Parking income to date - MAKI (Streetscene MAKI) ANNUAL CUMULATIVE TOTAL	●	↑↑	£ 40,537	£ 56,592	£ 51,656	£ 69,542	Hugh O'Neill	FQ3 2019/20 MAKI The income has over achieved by £17,886 which may be attributable to improvements to car park maintenance and better enforcement.
								FQ2 2019/20 MAKI There has been an increase of £16,055 which may be attributable to improvements to car park maintenance and is also weather dependant.
Car Parking income to date - A&B (Streetscene) ANNUAL CUMULATIVE TOTAL	●	↑↑	£ 750,020	£ 578,254	£ 955,747	£ 796,190	Hugh O'Neill	FQ3 2019/20 A&B There is a shortfall in excess of £159,557 across all of Argyll & Bute, although the deficit has decreased from FQ2. This can be attributed to the delays in TRO process for Duck Bay and Mull which has resulted in a significant reduction in the anticipated income.
								FQ2 2019/20 A&B There is a shortfall in excess of £200,000 across all of Argyll & Bute. This can be attributed to the delays in TRO process for Duck Bay and Mull which has resulted in a significant reduction in the anticipated income.
A&B - Number of Parking Penalty Notices Issued (Streetscene)		↓↓	No Target	1,345	No Target	1,196	Hugh O'Neill	FQ3 2019/20 A&B Commentary provided at area level.
								FQ2 2019/20 A&B Commentary provided at area level.
MAKI - Number of Parking Penalty Notices Issued (Streetscene MAKI)		↓↓	No Target	68	No Target	6	Hugh O'Neill	FQ3 2019/20 MAKI Inveraray car parks free for winter. Campbeltown town centre - new restriction unenforceable as no signs installed or lines painted.
								FQ2 2019/20 MAKI The old Traffic Regulation Order for Campbeltown has now been revoked in favour of the new one. However there are no signs or lines painted to reflect this so the Traffic Regulation Order is unenforceable at this time. Increased attendance/duties at events required this quarter.
Dog fouling - total number of complaints MAKI (Streetscene MAKI)		↓↓	No Target	1	No Target	20	Tom Murphy	FQ3 2019/20 MAKI Unfortunately the number of dog fouling complaints for the FQ3 period for MAKI has increased significantly from 1 to 20. This could be due to the lack of warden presence in the area due to the budget savings, however this is being addressed and hope to have this number of complaints reduced in the next quarter.
								FQ2 2019/20 MAKI The number of complaints received over the FQ2 period was 1. This is excellent performance. The warden service continues to work hard within the local communities in an attempt to have information sharing allowing the Council to take necessary action against irresponsible dog owners.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Dog fouling - total number of complaints A&B (Streetscene)		↓	No Target	47	No Target	59	Tom Murphy	FQ3 2019/20 MAKI The surge in complaints for the FQ3 quarter is unacceptable and the service will arrange for additional patrols when resource permits. The reasons for this increase may be to do with poor dog ownership. The reduction in the number of Amenity Enforcement Wardens from 9 FTEs to 4 FTEs, has seen an obvious reduction on patrols therefore less visibility as a deterrent. The other reason for the increase in complaints may be due to the time of year and dark nights, some dog owners become less reluctant to clearing up after their dogs.
								FQ2 2019/20 MAKI There are still complaints coming in regarding dog fouling, however they are reducing. The Council will continue to work closely with partners and are aware of the public's perception on this.
LEAMS - MAKI Kintyre (Cleanliness Monitoring Systems) AVERAGE MONTHLY DATA FOR QUARTER	●	↑	73	75	73	77	Tom Murphy	FQ3 2019/20 MAKI Kintyre The LEAMS score the Kintyre area for FQ3 has remained high with a score of October 73, November 81 and December 76, this is very good considering the national standard is set at 67 and the Council's benchmark figure set at 73.
								FQ2 2019/20 MAKI Kintyre The LEAMS score for the FQ2 quarter has met the Council's benchmark figure of 73 for the months of July and August and has excelled in September with a score of 79.
LEAMS - MAKI Mid Argyll (Cleanliness Monitoring Systems) AVERAGE MONTHLY DATA FOR QUARTER	●	↑	73	74	73	79	Tom Murphy	FQ3 2019/20 MAKI Mid Argyll The Mid Argyll area scorecard for LEAMS in the FQ3 quarter has increased from the previous quarter with October 71, November 84 and December 8. This is level of performance is high with the national standard being 67 and the Council's benchmarking figure being 73.
								FQ2 2019/20 MAKI Mid Argyll The Mid Argyll area for the FQ2 quarter reached a good level of performance with July 77, August 73 and September 72. The national target is set at 67 and the Council's benchmark is set at 73.
LEAMS - MAKI Islay (Cleanliness Monitoring Systems) AVERAGE MONTHLY DATA FOR QUARTER	●	⇒	73	84	73	84	Tom Murphy	FQ3 2019/20 MAKI Islay The Islay performance of street cleanliness remains high for the FQ3 period, each month showing a performance score of 84, exceeding the both the national standard and benchmark figure of 67 and 73.
								FQ2 2019/20 MAKI Islay Again for the FQ2 period the level of performance on the Isle of Islay remains at a very high level, each month reporting a performance of 84, with the Council's benchmark set at 73.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
LEAMS - Argyll and Bute monthly average (Cleanliness Monitoring Systems) AVERAGE MONTHLY DATA FOR QUARTER	●	⇓	73	80	73	79	Tom Murphy	FQ3 2019/20 A&B The level of street cleanliness performance across the areas is at a very good standard, the service uses the annual report from Keep Scotland Beautiful and monthly inspections to assess the data and make appropriate alterations to work schedules to ensure that the level of performance is maintained.
								FQ2 2019/20 A&B The level of performance remains at a very good standard, the service uses the annual report from Keep Scotland Beautiful and monthly inspection to assess the data and make appropriate alterations to ensure that the level of performance is maintained. The role of the Amenity Wardens have had a key influence around littering and dog fouling to assist in maintaining the good level of performance.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Corporate Outcome No.3 - Children and young people have the best possible start								
No Area Committee Measures to report on for Corporate Outcome 3								
Corporate Outcome No.4 - Education, skills and training maximises opportunities for all								
% HMIE positive Secondary School Evaluations - MAKI (Authority Data)	●	⇓	75 %	50 %	0 %	0 %	Maggie Jeffrey	FQ3 2019/20 MAKI There was no secondary school inspections finalised within this quarter.
								FQ2 2019/20 MAKI Gigha Primary School Inspection was finalised on 27/8/2019.
HMIE positive Secondary School Evaluations - A&B (Authority Data)	●	⇒	0 %	0 %	0 %	0 %	Maggie Jeffrey	FQ3 2019/20 A&B There were no secondary schools inspections finalised in this quarter.
								FQ2 2019/20 A&B Hermitage Academy follow through inspection was finalised on 27/8/2019.
Percentage of pupils with positive destinations - A&B (Authority Data)			0 %	0 %	0 %	0 %	Martin Turnbull	FQ3 2019/20 A&B School leaver destination statistics are no longer published but instead the focus is on the publication of the annual Participation Measure every August; reporting and providing more detailed analysis on a much wider group of young people (all 16-19 year olds). School Leaver Destination data for specific schools now requires to be collated from information available on Insight.
								FQ2 2019/20 A&B School leaver destination statistics are no longer published but instead the focus is on the publication of the annual Participation Measure every August; reporting and providing more detailed analysis on a much wider group of young people (all 16-19 year olds). School Leaver Destination data for specific schools now requires to be collated from information available on Insight.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Corporate Outcome No.5 - The economy is diverse and thriving								
Householder Planning Apps: Ave no of Weeks to Determine - MAKI (Planning Applications)	●	↑	8.0 Wks	7.3 Wks	8.0 Wks	7.1 Wks	Peter Bain	FQ3 2019/20 MAKI Householder planning applications were determined within the target of 8 weeks by the MAKI team. Average time taken was 7.1 weeks, which is particularly impressive given that there were 40% more householder applications than the previous quarter.
								FQ2 2019/20 MAKI The time taken to determine Householder applications in Mid-Argyll, Kintyre & Islay was 7.3 weeks. The 8 week target has been achieved.
Householder Planning Apps: Ave no of Weeks to Determine - ABC (Planning Applications)	●	↓	8.0 Wks	7.1 Wks	8.0 Wks	7.4 Wks	Peter Bain	FQ3 2019/20 A&B Householders applying for planning permission in Argyll and Bute continue to receive good service. Performance has remained below the 8 week determination target for over six years now. FQ3 saw a 20% increase in householder applications on the same quarter last year.
								FQ2 2019/20 A&B Householders applying for planning permission in Argyll and Bute continue to receive good service. Performance has remained below the 8 week determination target for over six years now.
								Benchmarking Update: FQ4 Benchmark figures for Scotland and The Rural Nine - published by The Scottish Government - are up-to-date as at FY18/19 FQ4. Readers should note that since the reporting frequency changed from quarterly to biannually (in FY18/19) information is generally published at the end of January and July.
% of Pre-application enquiries processed within 20 working days - MAKI (Planning Applications)	●	↑	75.0 %	70.5 %	75.0 %	78.8 %	Peter Bain	FQ3 2019/20 MAKI The MAKI team achieved the target turnaround time of pre-apps (75%) in FQ3. 78.8% is a significant improvement on the same quarter last year (51.5%) and continues the recent positive trend.
								FQ2 2019/20 MAKI Comments from David Love, Area Team Leader: Pre-application performance is improving however despite having the fewest members of staff our turnaround time is improving. My expectation is that by the end of the financial year we will be comfortably hitting the required 75% target.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
% of Pre-application enquiries processed within 20 working days - A&B (Planning Applications)	●	↓	75.0 %	80.6 %	75.0 %	75.0 %	Peter Bain	FQ3 2019/20 A&B The target to process 75% of pre-application enquiries within 20 working days has been achieved for the third consecutive quarter.
								FQ2 2019/20 A&B 75% target achieved in FQ2. Officer level performance reporting was recently rolled out to assist Area Team Leaders in monitoring individual performance. Aimed at assisting the prioritisation of workload, this would appear to be paying dividends already.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Corporate Outcome No.6 - We have infrastructure that supports sustainable growth								
Street lighting - MAKI percentage of faults repaired within 10 days (Street Lighting - Maintenance)	●	↓	75 %	62 %	75 %	31 %	Hugh O'Neill	FQ3 2019/20 MAKI Responses to reactive repairs have been affected by a combination of December annual leave and sickness absence, coupled with commitments to Programmed project works in FQ3. The limited availability of the qualified electricians, able to inspect and either re-categorise or rectify "DARK LAMPS" had caused the response rates to drop. Assessments are being made on the programming of reactive repairs and project works during January, towards addressing both commitments in FQ4.
								FQ2 2019/20 MAKI An increase in faults in the MAKI area coincided with annual leave of the West electrician. Cover for the whole area was provided by the East electrician but distance and ferry requirements restricted our ability to meet the 10 day target.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
RIS113_04 [RA113_04]- Percentage of street lighting repairs completed within 10 days (Street Lighting - Maintenance)	●	↓	75 %	79 %	75 %	36 %	Hugh O'Neill	FQ3 2019/20 A&B Priority was given to installing LED luminaires which has had an impact on the delivery of repairs. The current focus is clearing the backlog of repairs which will be completed prior to the LED works being finalised.
								FQ2 2019/20 A&B Installation of LED luminaires as part of the luminaire replacement project. Works are nearing completion across the Council's network. The new LED Luminaires are proving more reliable with a number of dark lamps being reported significantly reduced. We are also in the process of replacing a number of columns in the poorest condition.
Complaints ref Waste Collection MAKI (Streetscene MAKI)		⇒	No Target	0	No Target	0	Tom Murphy	FQ3 2019/20 MAKI During the FQ3 period in the MAKI area there were no waste collection complaints received. This is excellent service given the number of properties serviced relating to both domestic and commercial collections.
								FQ2 2019/20 MAKI There were no complaints received for the FQ2 period in relation to waste collection for the MAKI area. This level of service is excellent given the number of properties serviced relating to both domestic and commercial collections.
Total number of Complaints regarding Waste Collection - A&B (StreetScene)		↑	No Target	7	No Target	6	Tom Murphy	FQ3 2019/20 A&B The number of service complaints has again dropped from the previous quarter, only 6 complaints were received in relation to the service across the whole of the district. Given the inclement weather and vehicle breakdowns this is very good. In general terms all collections were carried out, however in some areas these may have been a few days late, information regarding delayed uplifts is passed to the customer from the customer contact centre advising them of the amended uplift date. Where collections were running late the information was posted on the Council web page to inform the public of the alterations to collection days.
								FQ2 2019/20 A&B The number of service complaints are lower this period than last, which is very good. In general terms all collections were carried out although in some areas they may have been a day or so late due to breakdowns. Where collections were running late, this information was posted on the Council's web page to inform the public.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Shanks - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↑	No Target	45.1 %	No Target	49.7 %	John Blake	FQ3 2019/20 Waste PPP Area 49.7% recycled, composted and recovered (29.2% recycled, composted plus 20.5% recovered). Year to date figure is 44.9% (26.5% recycled, composted plus 18.4% recovered).
								FQ2 2019/20 Waste PPP Area 45.1% recycled, composted and recovered (29.1% recycled, composted plus 16% recovered). Year to date is 42.7% recycled, composted and recovered.
Islands - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	45.9 %	No Target	44.1 %	John Blake	FQ3 2019/20 Islands 44.1% recycled, composted and recovered. Year to date figure is 43.5%.
								FQ2 2019/20 Islands 45.9% recycled, composted and recovered . Year to date is 44.1%
H&L - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	55.1 %	No Target	49.3 %	John Blake	FQ3 2019/20 H&L 49.3% recycled, composted and recovered (41% recycled, composted plus 8.3% recovered). Year to date is 53.6% (45.9% recycled, composted plus 7.7% recovered).
								FQ2 2019/20 H&L 55.1% recycled, composted and recovered (47.7% recycled, composted plus 7.4% recovered). Year to date is 55.4% recycled, composted and recovered.
RIS114_01 [RA114_01]- Percentage of Waste Recycled, Composted and Recovered (Waste Management Performance)	●	↑	40.0 %	48.4 %	40.0 %	49.0 %	John Blake	FQ3 2019/20 A&B 49.0% recycled, composted and recovered (34.3% recycled, composted plus 14.7% recovered). Year to date figure is 47.6% (34.5% recycled, composted plus 13.1% recovered).
								FQ2 2019/20 A&B 48.4% recycled, composted and recovered in Q2 (36.8% recycled, composted plus 11.6% recovered). Year to date - 47% recycled, composted and recovered.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
Making It Happen								
MAKI Teacher Absence (Education Other Attendance)	●	↑	1.50 Days	2.07 Days	1.50 Days	1.81 Days	Anne Paterson	FQ3 2019/20 MAKI MAKI have seen a decrease in work days lost - this bucks the trend for this quarter as traditionally we would expect to see an increase in absence in this quarter due to seasonal colds and flus.
								FQ2 2019/20 MAKI Unlike other areas and teachers absence overall, the MAKI area have experienced an increase in teachers sickness absence in comparison to last quarter and remains above target. The increase in absence relates to increasing days lost due to stress and medical treatment.
A&B Teacher Absence (HR1 - Sickness absence ABC)	●	↓	1.50 Days	1.53 Days	1.50 Days	2.05 Days	Anne Paterson	FQ3 2019/20 A&B FQ2 (Jul-Sep) is the summer period with few staff at work, therefore is traditionally the lowest quarter for sickness absence. FQ3 (Oct-Dec) traditionally experiences an increase in absence days lost due to seasonal colds and flus. The most amount of days lost are due to stress, medical treatment and cancer which all lie within the long term absence category. Currently there is almost a 50/50 split in terms of number of short term vs long term absence.
								FQ2 2019/20 A&B Overall teacher absence has reduced during the second quarter although remains slightly above target. The overall trend for teachers absence is reducing.
MAKI LGE Only (HR1 - Sickness absence ABC)	●	↓	2.36 Days	2.72 Days	2.36 Days	2.88 Days	Carolyn McAlpine	FQ3 2019/20 MAKI MAKI have continued to see an increase in work days lost. There are currently 7 members of staff off on long-term absence in this area. Overall absence rates show an increase in long term absence which is attributed to the increase.
								FQ2 2019/20 MAKI This quarter sees a slight increase in absence levels in MAKI LGE staff. Overall absence rates show an increase in medical related absences which can be attributed in part increased levels of medical treatment and stress.

MAKI Area Scorecard FQ3 2019/20

Performance element	Status	Performance Trend	Target FQ2	Actual FQ2	Target FQ3	Actual FQ3	Owner	Comments
A&B LGE Staff Summary - Combined Office & Non Office (HR1 - Sickness absence ABC)	●	↓	2.36 Days	3.03 Days	2.36 Days	3.29 Days	Carolyn McAlpine	FQ3 2019/20 A&B FQ2 (Jul-Sep) is the summer period with few staff at work, therefore is traditionally the lowest quarter for sickness absence. FQ3 (Oct-Dec) traditionally experiences an increase in absence days lost due to seasonal colds and flus. The most amount of days lost are due to stress, medical treatment and cancer which all lie within the long term absence category. Currently there is almost a 50/50 split in terms of number of short term vs long term absence.
								FQ2 2019/20 A&B Absence levels for overall LGE staff has reduced this quarter in comparison to the previous quarter but remains above target. The reduction is mainly attributable to a reduction in colds, flu and absence relating to medical treatment.

Corporate Outcome - People live active, healthier and independent lives

Number of affordable social sector new builds - MAKI	Actual 4 ■	Target 4 ↕	DEG103_01 [PR103_01]-Number of new affordable homes completed per annum.	Actual 22 ■	Target 22	Benchmark 75 ↕
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Corporate Outcome - People live in safer and stronger communities

Car Parking income to date - MAKI	Actual £ 69,542 ■	Target £ 51,656 ↕	Car Parking income to date - A&B	Actual £ 796,190 ■	Target £ 955,747 ↕
MAKI - Number of Parking Penalty Notices Issued	Actual 6 ↕		A&B - Number of Parking Penalty Notices Issued	Actual 1,196 ↕	
Dog fouling - total number of complaints MAKI	Actual 9 ↕		Dog fouling - total number of complaints A&B	Actual 31 ↕	
LEAMS - MAKI Kintyre Average Monthly Data For Quarter	Actual 76 ■	Target 73 ↕	LEAMS - Argyll and Bute monthly average	Actual 80 ■	Target 73 ↕
LEAMS - MAKI Mid Argyll Average Monthly Data For Quarter	Actual 82 ■	Target 73 ↕			
LEAMS - MAKI Islay Average Monthly Data For Quarter	Actual 84 ■	Target 73 ↕			

Making It Happen

MAKI Teacher Absence	Actual 1.81 Days ■	Target 1.50 Days ↕	A&B Teacher Absence	Actual 2.05 Days ■	Target 1.50 Days ↕
MAKI LGE Only	Actual 2.88 Days ■	Target 2.36 Days ↕	A&B LGE Staff Summary - Combined Office & Non Office	Actual 3.29 Days ■	Target 2.36 Days ↕

Corporate Outcome - Education, skills and training maximises opportunities for all

% HMIE positive Secondary School Evaluations - MAKI	Actual 0 % ■	Target 0 % ↕	Percentage of pupils with positive destinations - A&B	Actual 94.7 % ■	Target 92.0 %
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Corporate Outcome - We have infrastructure that supports sustainable growth

Complaints ref Waste Collection MAKI	Actual 0 ↕		Total number of Complaints regarding Waste Collection - A&B	Actual 6 ↕	
Street lighting - MAKI percentage of faults repaired within 10 days	Actual 31 % ■	Target 75 % ↕	RIS113_04 [RA113_04]-Percentage of street lighting repairs completed within 10 days	Actual 36 % ■	Target 75 % ↕
Shanks - Percentage of Waste Recycled, Composted & Recovered	Actual 49.7 % ↕		RIS114_01 [RA114_01]-Percentage of waste recycled, composted and recovered	Actual 49.0 % ■	Target 40.0 % ↕
Islands - Percentage of Waste Recycled, Composted & Recovered	Actual 44.1 % ↕				
H&L - Percentage of Waste Recycled, Composted & Recovered	Actual 49.3 % ↕				

Corporate Outcome - The economy is diverse and thriving

Householder Planning Apps: Ave no of Weeks to Determine - MAKI	Actual 7.1 Wks ■	Target 8.0 Wks ↕	Benchmark 7.4 Wks	Householder Planning Apps: Ave no of Weeks to Determine - ABC	Actual 7.4 Wks ■	Target 8.0 Wks ↕	Benchmark 7.4 Wks
% of Pre-Application enquiries processed within 20 working days - MAKI	Actual 78.8 % ■	Target 75.0 % ↕	Benchmark 75.0 %	% of Pre-application enquiries processed within 20 working days - A&B	Actual 75.0 % ■	Target 75.0 % ↕	

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - Education, skills and training maximises opportunities for all

% HMIE positive Scondary
School Evaluations - MAKI

Actual	0 %	
Target	0 %	

Percentage of pupils with
positive destinations - A&B

Actual	94.7 %
Target	



MAKI Area Scorecard 2019-20

FQ3 19/20

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - People live active, healthier and independent lives

Number of affordable social sector new builds - MAKI	Actual	4	
	Target	4	

DEG103_01 [PR103_01]-Number of new affordable homes completed per annum.	Actual	22	
	Target	22	
	Benchmark	75	

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - People live in safer and stronger communities

Car Parking income to date - MAKI
 Actual £ 69,542 **G**
 Target £ 51,656 **↑**

Car Parking income to date - A&B
 Actual £ 796,190 **R**
 Target £ 955,747 **↑**

MAKI - Number of Parking Penalty Notices Issued
 Actual 6 **↓**

A&B - Number of Parking Penalty Notices Issued
 Actual 1,196 **↓**

Dog fouling - total number of complaints MAKI
 Actual 9 **↓**

Dog fouling - total number of complaints A&B
 Actual 31 **↓**

LEAMS - MAKI Kintyre
 Monthly Data
 Actual 77 **G**
 June 2019 **↑**

LEAMS - MAKI Mid Argyll
 Monthly Data
 Actual 79 **G**
 June 2019 **↑**

LEAMS - MAKI Islay
 Monthly Data
 Actual 84 **G**
 June 2019 **→**

LEAMS - Argyll and Bute monthly average
 Actual 79 **G**
 Target 73 **↓**



MAKI Area Scorecard 2019-20

FQ3 19/20

Making Argyll and Bute a place people choose to live, learn, work and do business'

Corporate Outcome - The economy is diverse and thriving

Householder Planning Apps: Ave no of Weeks to Determine - MAKI	Actual	7.1 Wks	Ⓔ
	Target	8.0 Wks	↑
	Benchmark	7.4 Wks	

% of Pre-Application enquiries processed within 20 working days - MAKI	Actual	78.8 %	Ⓔ
	Target	75.0 %	↑
	Benchmark	75.0 %	

Householder Planning Apps: Ave no of Weeks to Determine - ABC	Actual	7.4 Wks	Ⓔ
	Target	8.0 Wks	↑
	Benchmark	7.4 Wks	

% of Pre-application enquiries processed within 20 working days - A&B	Actual	75.0 %	Ⓔ
	Target	75.0 %	↓

'Making Argyll and Bute a place people choose to live, learn, work and do business'

Making It Happen

MAKI Teacher Absence	Actual	1.81 Days	R
	Target	1.50 Days	↑

MAKI LGE Only	Actual	2.88 Days	R
	Target	2.36 Days	↓

A&B Teacher Absence	Actual	2.05 Days	R
	Target	1.50 Days	↓

A&B LGE Staff Summary - Combined Office & Non Office	Actual	3.29 Days	R
	Target	2.36 Days	↓

ARGYLL AND BUTE COUNCIL

MID ARGYLL, KINTYRE AND THE
ISLANDS AREA COMMITTEE

LEGAL AND REGULATORY SUPPORT 4 MARCH 2020

MAKI AREA COMMITTEE – VENUES FOR MEETINGS 2020/2021.

1.0 SUMMARY

This report details the agreed meetings for the Mid Argyll, Kintyre and the Islands Area Committee from August 2020 to June 2021 and asks Members to give consideration to the venues for meetings.

2.0 RECOMMENDATIONS

2.1 Members are asked to:-

- (1) note the agreed cycle of Area Committee meetings; and
- (2) give consideration to venues for meetings.

3.0 DETAIL

3.1 The Council at the meeting held on 28 November 2019 considered and agreed a programme of meetings from August 2020 to June 2021.

3.2 In accordance with this programme, Mid Argyll, Kintyre and the Islands Area Committee meetings will take place on:-

Wednesday 2nd September 2020;
Wednesday 2nd December 2020;
Wednesday 3rd March 2021; and
Wednesday 2nd June 2021.

3.3 It is intended that meetings will commence at 10am with the exception of the December meeting which will be scheduled for 10.30 a.m. allowing extra travel time for Members given the time of year and possibilities for travel difficulties due to weather. Members are asked to give consideration to the venues for meetings, taking into account the historical arrangements for moving the MAKI Area Committee between the 3 ward areas.

3.4 Venues up to June 2020 were agreed at the Area Committee meeting held in March 2019. The dates and venues agreed are as follows:-

Wednesday 4th September 2019 – Council Chambers, Kilmory
Wednesday 4th December 2019 – Inveraray

Wednesday 4th March 2020– Campbeltown Community Centre
Wednesday 3rd June 2020 – Jura, Village Hall

- 3.5 It should be noted that Standing Order 20.2 makes provision for the Chair of a Committee (or in whose absence the Vice-Chair) for good cause to cancel or alter the date, time or place for a meeting but not after the summons for the meeting has been issued, and also that the Chair (or in whose absence the Vice-Chair) may call a meeting of the Committee on dates in addition to those already decided by Council.

4.0 CONCLUSION

- 4.1 The Area Committee are invited to note the programme of meetings and to give consideration to the venues for meetings.

5.0 IMPLICATIONS

- | | | |
|-------|------------------------|------|
| 5.1 | Policy | None |
| 5.2 | Financial | None |
| 5.3 | Legal | None |
| 5.4 | HR | None |
| 5.5 | Fairer Scotland Duty: | |
| 5.5.1 | Equalities – protected | None |
| 5.5.2 | Socio-economic Duty | None |
| 5.5.3 | Islands | None |
| 5.6 | Risk | None |
| 5.7 | Customer Service | None |

Executive Director with responsibility for Legal and Regulatory Support
3 February 2020

For further information contact: Shona Barton, Committee Manager
01436 657605

APPENDICES - none

Mid Argyll, Kintyre and the Islands Workplan 2020 - 21

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
4th March 2020					
4 th March 2020	Supporting Communities Fund applications	Rona Gold/ Antonia Baird	Annual report on applications for decision		
4 th March 2020	MAKI Area Committee – Venues for Meetings 2020/2021	Shona Barton, Area Committee Manager	Annual report		
4 th March 2020	Quarterly Performance Scorecard	Improvement & HR – Jane Fowler/Sonya Thomas	Quarterly Report		
4 th March 2020	ACHA	Alastair MacGregor – Chief Executive ACHA	Annual Update		Deferred from Dec AC as agreed by Chair.
4 th March 2020	Post Winter Update	Jim Smith	Annual Update		
4 th March 2020	Transport Scotland	Neil McFarlane (Neil.MacFarlane@transport.gov.scot)	Annual Update		
June 2020					
3 rd June 2020	Quarterly Performance Scorecard	Improvement & HR – Jane Fowler/Sonya Thomas	Quarterly Report		
3 rd June 2020	Primary School Reports	Education Officer – Simone Mcadam	Annual Update		

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
3 rd June 2020	6 Monthly HSCP – Local Report (Highlight Local Issues)	Health and Social Care Partnership – Donald Watt	Bi-annual Report		
3 rd June 2020	Scottish Water Update	Ruaridh McGregor	Annual Update		Deferred from March AC as agreed by Chair.
3 rd June 2020	Major Projects Update				
3 rd June 2020	Roads Capital Plan	Roads and Amenity Services – Jim Smith	Annual Report		Deferred from March AC as agreed by chair.
3 rd June 2020	Roads and Amenities Revenue Work Plan (Programmed)	Roads and Amenity Services – Jim Smith	Regular update		Deferred from March AC as agreed by chair.
3 rd June 2020	Grass Cutting Schedule	Roads and Amenity Services – Jim Smith	Annual Update		Deferred from March AC as agreed by chair.
3 rd June 2020	Islay High School	Stephen Harrison	Annual Update		Deferred from March AC as agreed by chair following

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
					technical issues at December AC.
September 2020					
2 nd September 2020	Supporting Communities Fund	Rona Gold	Annual Report		End of Project Monitoring
2 nd September 2020	Roads and Amenities Revenue and Capital Update	Jim Smith	Regular Update		
2 nd September 2020	Annual Recycling Report	Jim Smith	Annual Report		
2 nd September 2020	GM Duncan Bequest Fund and Andrew Greenlees Trust Update	Legal and Regulatory Support	Update		
2 nd September 2020	Major Projects Update				
4th Dec 2020					
4 th December 2020	Campbeltown Grammar School Report	David Fyfe Headteacher	Annual Update		
4 th	Lochgilphead	Ann Devine, Headteacher	Annual Update		

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
December 2020	High School Report				
4 th December 2020	Islay High School Report	Stephen Harrison, Headteacher	Annual Update		
4 th December 2020	Tarbert Academy Report	Neil McKnight, Headteacher	Annual Update		
4 th December 2020	Quarterly Performance Scorecard	Improvement & HR – Jane Fowler/Sonya Thomas	Quarterly Report		
4 th December 2020	HSCP Annual Performance Report	Health & Social Care Partnership – Charlotte Craig/Joanna MacDonald	Annual Report		
4 th December 2020	Strategic Housing investment plan (SHIP)	Douglas Whyte	Annual Update		
4 th December 2020	ACHA	Alastair MacGregor – Chief Executive ACHA	Annual Update		
4th March 2021					
4 th March 2021	Supporting Communities Fund applications	Rona Gold/ Antonia Baird	Annual report on applications for decision		

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
4 th March 2021	Scottish Water Update	Ruaridh McGregor	Annual Update		
4 th March 2021	MAKI Area Committee – Venues for Meetings 2020/2021	Shona Barton, Area Committee Manager	Annual report		
4 th March 2021	Quarterly Performance Scorecard	Improvement & HR – Jane Fowler/Sonya Thomas	Quarterly Report		
4 th March 2021	Roads Capital Plan	Roads and Amenity Services – Jim Smith	Annual Report		
4 th March 2021	Roads and Amenities Revenue Work Plan (Programmed)	Roads and Amenity Services – Jim Smith	Regular update		
4 th March 2021	Grass Cutting Schedule	Roads and Amenity Services – Jim Smith	Annual Update		
4 th March 2021	Major Projects Update				
4 th March 2021	Post Winter Update	Jim Smith	Annual Update		
4 th March 2021	Transport Scotland	Neil McFarlane (Neil.MacFarlane@transport.gov.scot)	Annual Update		
Future Items					
	Patient	Health and Social Care Partnership	One off report		Update on

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	Transport Policy	Jane McGirk, Head of Public Relations and Engagement			new policy following completion of review
	Flooding Issues in MAKI	Roads and Amenity Services Jim Smith	Ongoing		To remain as an item until such times as problems are rectified
	Tarbert and Lochgilphead Regeneration Fund	Regeneration/ Audrey Martin	Regular Updates and decision		
	Charity and Trust Funds	Anne Macdougall	Regular report for decision		
	Campbeltown CARS update	James Lafferty	Regular update		Written update
	New School Redevelopment Project Update – Campbeltown Grammar	David Logan, Customer Services	Regular updates		

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Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
	School				

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