

Argyll and Bute Council
Comhairle Earra-Ghàidheal Agus Bhòid

Executive Director: Douglas Hendry



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25 August 2020

NOTICE OF MEETING

A meeting of the **BUTE AND COWAL AREA COMMITTEE** will be held via **SKYPE** on **TUESDAY, 1 SEPTEMBER 2020** at **10:00 AM**, which you are requested to attend.

Douglas Hendry
Executive Director

BUSINESS

- 1. APOLOGIES FOR ABSENCE**
- 2. DECLARATIONS OF INTEREST**
- 3. MINUTES**
 - (a) Bute and Cowal Area Committee - 3 March 2020 (Pages 3 - 10)
 - (b) Rothesay Common Good Fund - 3 March 2020 (Pages 11 - 12)
 - (c) Rothesay Common Good Fund - 9 April 2020 (Pages 13 - 14)
- 4. PUBLIC QUESTION TIME**
- 5. PERFORMANCE REVIEW - AREA SCORECARD** (Pages 15 - 36)
Report by Executive Director with responsibility for Customer Support Services
- 6. CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS** (Pages 37 - 44)
Report by Executive Director with responsibility for Legal and Regulatory Support
- 7. PRIMARY SCHOOL AREA REPORT: BUTE AND COWAL** (Pages 45 - 98)
Report by Executive Director with responsibilities for Education Services
- 8. HSCP - PERFORMANCE REPORT FOR FQ4 (2019/20) & COVID PUBLIC HEALTH UPDATE** (Pages 99 - 116)
Report by Head of Strategic Planning and Performance and Associate Director of Public Health, Health and Social Care Partnership
- 9. ROADS AND AMENITIES REVENUE AND CAPITAL UPDATE** (Pages 117 - 124)

Report by Executive Director with responsibility for Roads and Infrastructure Services

10. RECYCLING PERFORMANCE (Pages 125 - 132)

Report by Executive Director with responsibility for Roads and Infrastructure Services

11. APPOINTMENT TO ISLE OF BUTE BID STEERING GROUP (Pages 133 - 134)

Report by Executive Director with responsibility for Legal and Regulatory Support

12. DUNOON TO GOUROCK FERRY SERVICE (Pages 135 - 138)

Report by Executive Director with responsibility for Roads and Infrastructure Services and Presentation by Ruairidh Campbell, Harbour and Engineering Liaison Manager, Caledonian Maritime Assets Limited

REPORTS FOR NOTING

13. CRUACH MOR AND CLACHAN FLATS WIND FARM TRUSTS (Pages 139 - 144)

Report by Executive Director with responsibility for Legal and Regulatory Support

14. DRAFT BUTE AND COWAL AREA COMMITTEE WORKPLAN (Pages 145 - 150)

Bute and Cowal Area Committee

Councillor Jim Anderson

Councillor Jim Findlay

Councillor Bobby Good (Chair)

Councillor Yvonne McNeilly

Councillor Alan Reid

Councillor Gordon Blair

Councillor Audrey Forrest

Councillor Jean Moffat

Councillor Len Scoullar

Contact: Stuart McLean, Committee Manager – 01436 658717

Adele Price-Williams, Senior Committee Assistant - 01546 604480

MINUTES of MEETING of BUTE AND COWAL AREA COMMITTEE held in the EAGLESHAM HOUSE, ROTHESAY on TUESDAY, 3 MARCH 2020

Present: Councillor Bobby Good (Chair)

Councillor Jim Anderson	Councillor Jean Moffat
Councillor Gordon Blair	Councillor Alan Reid
Councillor Jim Findlay	Councillor Len Scoullar

Attending: Jim Smith – Head of Roads and Infrastructure Services
 Stuart McLean - Committee Manager
 Sharon MacDonald - Community Development Officer
 Charlotte Craig - Business Improvement Manager, Health & Social Care Partnership (via Skype)
 Claire Hallybone - Dunoon Cars Project Officer
 Colin Fulcher - Project Officer, Rothesay Townscape Heritage

1. APOLOGIES FOR ABSENCE

There were apologies for absence intimated on behalf of Councillor Audrey Forrest and Councillor Yvonne McNeilly.

2. DECLARATIONS OF INTEREST

Councillor Bobby Good declared a non-financial interest at item 7 - Supporting Communities Fund 2020/21 (application reference number 8 - Cowal Police Charitable Trust) as he was related one of the applicants.

Councillor Jim Findlay declared a non-financial interest at item 13 – Future Options for Torlochan Travellers Site as he is a member of the Argyll Community Housing Association Area Committee. As the report was for noting only he remained in the room for the entirety of the item.

3. MINUTES

(a) Bute and Cowal Area Committee - 3 December 2019

The minutes of the Bute and Cowal Area Committee held on Tuesday 3 December 2019 were approved as a correct record.

Matters Arising

Councillor Jim Anderson highlighted to the Committee that actions raised under the Public Question time relating to the Health and Social Care Partnership (HSCP) were being addressed in conjunction with the HSCP and a local working group - Cowal Futures Group.

Councillor Alan Reid sought clarification as to why certain reports had been removed from the draft Bute and Cowal Workplan as noted in the minutes. The Chair agreed to look into the reasons further with the relevant Officers and report back to Members.

(b) Bute and Cowal Area Community Planning Group - 4 February 2020

The minutes of the Bute and Cowal Community Planning Group meeting held on Tuesday 4 February 2020 were noted.

4. PUBLIC QUESTION TIME

Question from Robert MacIntyre, Transportation Spokesperson for Bute Community Council

Mr MacIntyre asked why there had been a reduction on spending on roads and pavements in the last year despite their deterioration in Rothesay and on Bute as a whole. He stated that additional funding was now available from the Scottish Government and asked how much of this was going to be allocated to roads.

Response from Head of Roads and Infrastructure Services

Mr Smith responded that the roads network had seen significant investment over several years, some of which had been match funded through timber transport monies. He also stated a reasonable capital programme would continue over the next couple of years.

Mr Smith explained that roads are subjected to routine inspection with additional inspections carried out in response to issues reported by members of public and that the Committee and members of the public could expect to see an annual status report published later in the year. He also encouraged people to report dangerous defects via the online system.

Question from Isobel Strong, Resident on Bute

Ms Strong reported that utility companies were not reinstating the roads and pavements on Bute to an acceptable standard after digging up the surfaces. Ms Strong highlighted Ministers Brae as a particular example of bad practise.

Response from Head of Roads and Infrastructure Services

Mr Smith responded that utility companies were obliged to submit a notice to the council who would then check that the affected surface was left in an acceptable condition after the works were completed. If it is found the surface was not reinstated to a satisfactory condition and, if appropriate, the council can impose a financial penalty. He agreed to look into this case further and provide an update to the Committee.

Question from Hamish Kirk, Resident in Rothesay

Mr Kirk raised the issue about cars parking on pavements which was causing deterioration in pavements in several locations as well as posing potential dangers to pedestrians. He asked if this was a criminal offence and what was being done to prevent people from parking illegally.

Response from Head of Roads and Infrastructure Services

Mr Smith explained that currently it was a criminal offence under Road Traffic Act which meant it was for the Police to enforce. However, the Scottish Transport Bill, which is

currently going through Scottish Parliament, will de-criminalise parking on pavements which may allow council officers to issue penalty charges at some point in the future. Mr Smith also confirmed that there is still a traffic warden employed with responsibility for the island.

Discussion focussed on what the definition of an obstruction was; parking on double yellow lines and what the Police are doing to tackle illegal parking. Councillor Reid agreed to raise the issue with the Police at the next meeting of the Cowal Transport Forum and the Chair agreed to invite the Police to the next Bute and Cowal Area Business Day.

Question from Robert MacIntyre, Transportation Spokesperson for Bute Community Council

Mr MacIntyre asked when work on the Rothesay Pavilion would be completed.

Response from Head of Roads and Infrastructure Services

Mr Smith confirmed that the hand-over date to the Rothesay Pavilion Trust was planned to be March/April 2020 with the anticipated opening date of late Summer/early Autumn.

Question from Robert MacIntyre, Transportation Spokesperson for Bute Community Council

Mr MacIntyre asked if the ward 8 members were happy with the amount of time the Rothesay Pavilion project had taken.

Response from Ward 8 Members

Councillor Findlay responded that he was not happy with the length of time it had taken but that there were well documented reasons as to why it had taken so long.

Councillor Moffat stated that it would have been preferable if the time taken had been less but there were complicated structural issues that had to be resolved.

Councillor Scoullar said that he was increasingly optimistic as the main contractor was almost complete.

5. PERFORMANCE REVIEW - AREA SCORECARD

The Committee considered the Area Scorecard report for Financial Quarter 3 of 2019-2020 (October - December 2019) which illustrated the agreed performance measures.

Decision

The Bute and Cowal Area Committee;

1. noted the performance presented on the Scorecard and supporting commentary;
2. welcomed the detailed Car Parking information as presented in the report for future Area Committee Performance Reports;
3. agreed to the removal of the Positive Destinations success measure and the inclusion of the Participation in a Positive Destination measure;

4. noted that upon receipt of the quarterly performance report the Area Committee Members could contact either the Performance Improvement Officer or the responsible named officer with any queries; and
5. noted that work was ongoing and to respond to the Performance Improvement Officer with requests or comments regarding the layout and format of the report and scorecard.

(Reference: Report by Executive Director with responsibility for Customer Support Services dated 3 March 2020, submitted)

6. HEALTH AND SOCIAL CARE PARTNERSHIP

(a) HSCP Annual Performance Report

Members gave consideration to a report which presented annual performance data of the Integrated Joint Board (IJB).

Members noted that the data was produced in accordance with statutory guidance, with contributions from a wide range of Health and Social Care Partnership (HSCP) staff and the wider partnership.

Decision

The Bute and Cowal Area Committee noted and reflected upon the Health and Social Care Partnership Annual Performance Report for 2018/19.

(Reference: Report by Head of Strategic Planning and Performance dated 3 March 2020, submitted)

(b) HSCP Performance Exception Report - Financial Quarter 2 (2019/20)

Consideration was given by Members to a report which had been presented to the IJB detailing performance data against National Health and Well Being Outcome Indicators and the Ministerial Steering Group measures of integration for the HSCP.

Discussion focussed on the increase in unplanned mental health bed days and the reporting procedures to the Clinical Care Governance Committee.

Decision

The Bute and Cowal Area Committee;

1. noted and considered the report; and
2. agreed that the Head of Strategic Planning and Performance would report back to Members on actions being taken and how targets are determined.

(Reference: Report by Head of Strategic Planning and Performance dated 3 March 2020, submitted)

The Chair ruled, and the Committee agreed, to appoint Councillor Jim Anderson to Chair the meeting in relation to the below item only.

Councillor Good having declared a non-financial interest in relation to the Cowal Police Charitable Trust application left the meeting and took no part in the discussion of this item.

7. SUPPORTING COMMUNITIES FUND 2020/21

The Committee gave consideration to a report recommending the distribution of the Supporting Communities Fund (SCF) Grants for 2020/2021 for the Bute and Cowal area.

Decision

The Bute and Cowal Area Committee agreed to award funding from the Supporting Communities Fund as follows:

Ref No	Organisation	Grant 2019/20	Total Project Cost	Amount Requested	Award 2020 / 21
1	1st Rothesay Boys Brigade	£1757.00	£1,192.00	£1,192.00	£1,192.00
2	26th Argyll (Sandbank) Scout Group	n/a	£2,716.90	£2,200.00	£1,874.00
3	Achievement Bute	n/a	£5160.00	£2,400.00	£2,400.00
4	Bute Advice Centre	n/a	£3,500.00	£2,500.00	£2,130.00
5	Bute Community Forest	£1,000.00	£2,000.00	£2,000.00	No Award
6	Bute Shinty Club and Amateur Athletic Club SCIO	£1,830.00	£2,500.00	£1,750.00	No Award
7	ButeFest 2020*	£2,000.00	£7,500.00	£2,480.00	No Award
8	Cowal Police Charitable Trust	n/a	£1,413.00	£1,263.00	£1,263.00
9	Dunoon Argyll Pipe Band	n/a	£2,030.00	£2,030.00	No Award
10	Dunoon Burgh Hall	n/a	£2,500.00	£2,500.00	£2,500.00
11	Dunoon Jazz Festival Community Trust*	n/a	£12,800.00	£2,500.00	£2,500.00
12	Dunoon Presents	£2000.00	£1,390.00	£1,390.00	No Award
13	Friends of Glenan Wood	n/a	£3,3640.99	£2,390.99	£2,391.00
14	Historic Kilmun	n/a	£33,380.00	£2,500.00	No Award
15	Kilmun Community Council / Shore Sweepers	n/a	£1,326.00	£1,126.00	£662.00
16	Kingarth & Kilchattan Bay Improvements	n/a	£1,689.00	£1,439.00	£1,439.00
17	Lochgoil Community Trust	n/a	£2,700.00	£1,731.00	£1,531.00
18	Rothesay Primary School Parent Council	n/a	£1,080.00	£1,080.00	£920.00
19	St Andrews Primary Parent Council	n/a	£1,096.68	£946.68	£947.00
20	Starter Pack Plus	£500.00	£1,102.91	£500.00	No Award
21	The Meeting Place	n/a	£13,080.00	£2,280.00	£2,280.00
22	Toward Sailing Club	n/a	£55,669.00	£2,400.00	£2,400.00
		Total Available			£26,429.00
	* Events & Festivals	Total Recommended			£26,429.00

(Reference: Report by Chief Executive, dated 19 February 2020, submitted)

8. POST WINTER UPDATE

The Committee gave consideration to an annual report which sought views and comments that could be put forward for consideration as potential changes to the 2020/21 Winter Policy via the Environment, Development and Infrastructure Committee.

Discussion focused on how roads were classified by priority in terms of gritting; maintenance arrangement of fleet vehicles and community engagement plans.

Decision

The Bute and Cowal Area Committee;

1. considered the report; and
2. agreed that Head of Roads and Amenity Service would take comments back 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.

(Reference: Report by Interim Executive Director with Responsibility for Roads and Infrastructure dated February 2020, submitted)

9. ROADS CAPITAL RECONSTRUCTION PROGRAMME 2020/21

The Committee gave consideration to a verbal update from the Head of Roads and Infrastructure Services who advised that the Roads Capital Reconstruction Programme for 2020/21 would be considered at the Environment, Development and Infrastructure Committee on 5 March 2020.

Mr Smith advised that following the Council Budget on 27 February 2020 an additional £700k was available and that an update to the list of schemes was being prepared and that once approved these schemes will go public on the council website.

Members' were advised that a series of briefing notes have been designed to be shared with constituents or community groups on the work that will be undertaken. Mr Smith further added that an asset management based document which sets out road conditions and the rationale for treatments is expected to be available in the coming months.

Decision

The Bute and Cowal Area Committee noted the Verbal Update.

(Reference: Verbal Update by Interim Executive Director with Responsibility for Roads and Infrastructure)

10. DUNOON TO GOUROCK FERRY SERVICE

Members considered a report which provided some background detail relating to the Dunoon to Gourock ferry service along with plans for the future.

Decision

The Bute and Cowal Area Committee;

1. agreed with the constituency MSP, Michael Russell, that the timetable for the procurement of new vessels for the Dunoon-Gourock service is “completely unacceptable”; and
2. agreed to send the following letters;
 - a) to Mr Russell welcoming his comments and asking him to let the Council know what efforts he is making to speed up the procurement process and the Scottish Government’s responses to his efforts; and
 - b) to Paul Wheelhouse MSP, the Minister responsible for this service, drawing his attention to the damage this long delay will cause to the Cowal economy and calling on him to speed up the procurement process.

(Reference: Report by Interim Director with responsibility for Development and Infrastructure dated February 2020, submitted)

11. APPOINTMENT TO GOUROCK - DUNOON INFRASTRUCTURE AND VESSELS PROJECT - REFERENCE GROUP

The Committee gave consideration to a report which highlighted that the Council had received a request from Transport Scotland for one representative from Argyll and Bute Council to sit on the Gourock - Dunoon Infrastructure and Vessels Project - Reference Group.

Decision

The Bute and Cowal Area Committee;

1. agreed to appoint Councillor Alan Reid as the Council representative on the Gourock – Dunoon Infrastructure and Vessels Project - Reference Group;
2. noted that Transport Scotland had decided that participation in the Gourock – Dunoon Infrastructure and Vessels Project - Reference Group was conditional on accepting that meetings are confidential. The Committee believes that proper consultation can only take place on a transparent basis; and
3. agreed to write to Transport Scotland calling on them, in the interests of transparency, to remove the confidentiality condition on meetings of the Gourock – Dunoon Infrastructure and Vessels Project - Reference Group except for information which is restricted due to provisions contained within the Local Government Act (Scotland) 1973.

(Reference: Report by Executive Director with responsibility for Legal and Regulatory Support dated 10 February 2020, submitted)

12. DUNOON CARS - RECOMMENDATION OF GRANT AWARDS

The Committee gave consideration to a report which asked Members to approve grant offers towards the repair of two shopfronts in Dunoon Town Centre.

Decision

The Bute and Cowal Area Committee approved;

1. grant offers up to £10,741 to the property owners of Girard's, 116 Argyll Street, Dunoon; and
2. grant offers up to £11,921 to the owners of Right Medicine Pharmacy, 65-67 Argyll Street, Dunoon.

(Reference: Report by Interim Executive Director with responsibility for Development and Economic Growth dated 3 March 202, submitted)

13. FUTURE OPTIONS FOR TORLOCHAN TRAVELLERS SITE

A report exploring the future options of the Torlochan Travellers Site was before the Committee for noting.

Decision

The Bute and Cowal Area Committee noted the contents of the report.

(Reference: Report by Interim Executive Director with Responsibility for Housing dated 5 February 2020)

14. DRAFT BUTE AND COWAL AREA COMMITTEE WORKPLAN

The Draft Bute and Cowal Workplan, as of March 2020, was before the Committee for noting.

Decision

The Bute and Cowal Area Committee noted the Bute and Cowal Workplan.

(Reference: Bute and Cowal Workplan dated 3 September 2020, submitted).

The Council resolved in terms of Section 50(A)(4) of the Local Government (Scotland) Act 1973 to exclude the press and public for the following 1 item of business on the grounds that it was likely to involve the disclosure of exempt information as defined in Paragraphs 8 and 9 respectively of Part 1 of Schedule 7A to the Local Government (Scotland) Act 1973.

E1 15. ROTHESAY TOWNSCAPE HERITAGE - RECOMMENDATION OF AWARD

The Committee gave consideration to a report pertaining to a grant towards the Rothesay Townscape Heritage project.

Decision

The Bute and Cowal Area Committee approved the grant offer up to the amount contained within the report to the owners of 39-43 Victoria Street, Rothesay.

(Reference: Report by Interim Executive Director with responsibility for Development and Economic Growth dated 3 March 2020, submitted)

**MINUTES of MEETING of ROTHESAY COMMON GOOD FUND held in the EAGLESHAM HOUSE,
ROTHESAY
on TUESDAY, 3 MARCH 2020**

Present: Councillor Len Scoullar (Chair)

Councillor Jean Moffat

Attending: Stuart McLean - Committee Manager

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Councillor Jim Findlay.

Having noted the absence of Councillor Findlay, the Committee Manager advised that the Rothesay Common Good Fund meeting was inquorate.

The Committee Manager further advised that following a decision made by the Council at the meeting on Thursday 21 April 2016, a delegation had been given to the Executive Director with responsibility for Legal and Regulatory Support (or his representative) to determine applications in consultation with Ward 8 Members, and the decision recorded is on that basis.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. MINUTES

(a) Rothesay Common Good Fund - 9 October 2019

The minutes of the meeting of the Rothesay Common Good Fund as held on Wednesday 9 October 2019 were approved as a correct record.

4. NEW APPLICATIONS

(a) Bute Jazz Concerts Ltd.

The Trustees considered an application from Bute Jazz Concerts Ltd. Discussion focussed on the request for the funds to be used towards the purchase of an electric upright double bass and amplifier to support the Gypsy Jazz weekend as well as to be used by other local music groups.

Decision

The Trustees agreed to award Bute Jazz Concerts Ltd. £1000.

(Reference: Application by Bute Jazz Concerts Ltd dated 6 January 2020, submitted)

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**MINUTES of the SPECIAL MEETING of ROTHESAY COMMON GOOD FUND held in the
SKYPE
on THURSDAY, 9 APRIL 2020**

Present: Councillor Jean Moffat (Chair)
Councillor Jim Findlay

Attending Stuart McLean - Committee Manager

1. APOLOGIES FOR ABSENCE

Apologies for absence were intimated on behalf of Councillor Len Scoullar.

Having noted the absence of Councillor Scoullar, the Committee Manager advised that the Rothesay Common Good Fund meeting was inquorate.

The Committee Manager further advised that following a decision made by the Council at the meeting on Thursday 21 April 2016, a delegation had been given to the Executive Director with responsibility for Legal and Regulatory Support (or his representative) to determine applications in consultation with Ward 8 Members, and the decision recorded is on that basis.

2. DECLARATIONS OF INTEREST

There were no declarations of interest intimated.

3. NEW APPLICATIONS

(a) Isle of Bute Resilience Team

The Trustees considered an application from the Isle of Bute Resilience Team. Discussion focussed on the request for the funds to be used towards the purchase of food, Personal Protective Equipment (PPE), hand sanitizer and the collection of medication and associated insurance and transportation costs to deliver to those in quarantine or self-isolation during the Covid – 19 crisis.

Decision

The Trustees agreed to award the Isle of Bute Resilience Team £900 on the understanding that;

1. purchase of PPE and hand sanitizer is for use of the Bute Resilience Team only and is not to be disseminated amongst the general public; and
2. any funds received via reimbursement for fuel and insurance costs shall be used only for the purpose of the Isle of Bute Resilience Team.

(Reference: Application by Isle of Bute Resilience Team dated 30 March 2020, submitted)

ARGYLL AND BUTE COUNCIL
**BUTE AND COWAL AREA
COMMITTEE**
CUSTOMER SUPPORT SERVICES
1 SEPTEMBER 2020

AREA SCORECARD FQ4 2019-20

1 Background

- 1.1 This paper presents the Area Report and Scorecard for Financial Quarter 4 2019/20 (January-March 2020) and illustrates 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 As agreed at the previous Area Committee meeting the individual car park income is presented in the covering report until current commitments allow the necessary work in Pyramid. At which point individual car park income will be presented within the performance report.

There are no 'trend' arrows for the car park income as it is a cumulative total. The measure is currently in a consistent format for the Council and all 4 administrative areas.

Total income for Q4 was £182,342. However £36,816 of this was received via cashless methods (debit card/mobile phone) and due to coding issues with these methods payment could not be attributed to individual car parks or be broken down by area. As a result FQ4 the car park income is presented by Area only. This issue has been resolved for the new financial year.

Area	FQ1 19/20	FQ2 19/20	FQ3 19/20	FQ4 19/20	TOTALS
B&C	£23,358.00	£17,316.00	£21,285.00	£20,574.00	82,533.00
H&L	£51,523.00	£72,741.00	£32,493.00	£35,321.00	192,078.00
MAKI	£24,126.00	£32,466.00	£12,950.00	£47.00	69,589.00
OLI	£146,418.00	£210,306.00	£151,208.00	£89,584.00	597,516.00
CASHLESS PAYMENTS - ALL AREAS				£36,816.00	36,816.00
SUB TOTAL	£245,425.00	£332,829.00	£217,936.00	£182,342.00	978,532.00
			TOTAL INCOME RECEIVED		978,532.00
			TARGET INCOME		1,167,077.00
			INCOME DIFFERENCE		-188,545.00

There is a Council wide shortfall of approximately 20% of budgeted income. It should be noted that the car parks at Arrochar, Duck Bay, Kidston Park and Luss were temporarily closed shortly after the Covid Lockdown was announced. All other car parks remained open albeit their use was very limited due to lockdown. This has also impacted on the car park income.

For Bute and Cowal the cumulative income received was £82,533. This was approximately 5% less than the target set.

- 1.4 At the last Area Committee meeting it was agreed to replace the Positive Destinations measure with 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.

Unfortunately the impact of Covid-19 has meant the measure has not yet been built in Pyramid. It is hoped this will be resolved before the next Area Committee meeting.

The latest participation rate data up to FQ4 2019/20 for Argyll and Bute wide is 93.16% as at FQ3 2019/20.

Going forward this information will be available for both Area and Council wide on a quarterly basis.

- 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 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.

- 2.3 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: FQ4 2019/20 B&C Word Report in pdf format

Appendix 4: FQ4 2019/20 B&C 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>						

BUTE & COWAL FQ4 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 pervious quarter's performance.
Measures with 'No Trend Data' are the cumulative Car Parking income measures.

SUMMARY OF PERFORMANCE AGAINST TARGETS

FQ3 2019/20	FQ4 2019/20
12	11
8	9
11	11
31	31

GREEN
RED
NO TARGET
TOTAL

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
Corporate Outcome No 1 - People live active, healthier and independent lives								
Number of affordable social sector new builds - B&C (Housing Services)	●	⇒	0	0	0	0	Allan Brandie	FQ4 2019/20 B&C None in Bute and Cowal
								FQ3 2019/20 B&C No new completions in Bute and Cowal during quarter 3.
DEG103_01 [PR103_01]- Number of new affordable homes completed per annum. (Housing Services)	●	↑	22	22	32	32	Allan Brandie	FQ4 2019/20 A&B During Qtr 4 there were 32 new build completions in total: 8 units at Port Ellen (WHHA); 10 units at INVERBREAC, BARCALDINE (WHHA); 2 units Connel (ACHA); 12 units- Glenshellach, Oban (ACHA)
								FQ3 2019/20 A&B Affordable housing completions = 22 completed. 18 in OLI and 4 in MAKI.

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
Corporate Outcome No.2 - People live in safer and stronger communities								
Car Parking income to date - B&C (Streetscene B&C) ANNUAL CUMULATIVE TOTAL	●	↑	£ 71,241	£ 61,959	£86,993	£82,533	Stuart Watson	
Car Parking income to date - A&B (Streetscene) ANNUAL CUMULATIVE TOTAL	●	↑	£ 955,747	£ 796,190	£1,167,077	£941,716	Stuart Watson	
A&B - Number of Parking Penalty Notices Issued (Streetscene)		↑	No Target	1,196	No Target	1,214	Keith Tennant	
B&C - Number of Parking Penalty Notices Issued (Streetscene B&C)		↑	No Target	54	No Target	127	Keith Tennant	
Dog fouling - total number of complaints B&C (Streetscene B&C)		↓	No Target	17	No Target	23	Tom Murphy	

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
Dog fouling - total number of complaints A&B (Streetscene)		↓	No Target	59	No Target	74	Tom Murphy	FQ4 2019/20 A&B There has been again another increase in the number of dog fouling complaints over the whole of Argyll and Bute for the 4th Quarter. This is unacceptable and the service will arrange for additional patrols when resources permit. The reduction in the number of Amenity Enforcement Wardens from 9 FTEs to 4 FTEs will have had an effect on the increase in complaints as there will have been an obvious reduction on patrols therefore less visibility as a deterrent. The other reasons for the increase could be down to poor dog ownership and with the dark nights some dog owners are less reluctant to clean up after their dogs.
								FQ3 2019/20 A&B 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.
LEAMS - B&C Bute (Cleanliness Monitoring Systems) AVERAGE MONTHLY DATA FOR QUARTER	●	↓	73	81	73	80	Tom Murphy	FQ4 2019/20 B&C Bute Again this quarter the level of street cleanliness remains high in the Bute area, with a performance recording of January 80, February 81 and March 80. Well exceeding the national standard of 67
								FQ3 2019/20 B&C Bute Once again the level of performance in the Bute area remains high, with a performance recording of October 81, November 79 and December 83 this exceeds the Benchmark figure of 73.
LEAMS - B&C Cowal (Cleanliness Monitoring Systems) AVERAGE MONTHLY DATA FOR QUARTER	●	↓	73	75	73	74	Tom Murphy	FQ4 2019/20 B&C Cowal Cowal's performance figures remain steady this quarter and exceed the National Standard of 67, with January 75, February 74 and March 74
								FQ3 2019/20 B&C Cowal Cowal's performance remains steady and exceeds the Council's benchmark figure of 73 with performance this quarter showing October 75, November 73 and December 78.
LEAMS - Argyll and Bute monthly average (Cleanliness Monitoring Systems) AVERAGE MONTHLY DATA FOR QUARTER	●	⇒	73	79	73	79	Tom Murphy	FQ4 2019/20 A&B Again this quarter the level of street cleanliness performance across Argyll and Bute is at a very good standard. The service uses the annual report from Keep Scotland Beautiful and monthly inspections to assess the date and make appropriate alterations to work schedules to ensure that the level of performance is maintained.
								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.

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	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 - B&C (Authority Data)	●	⇒	0%	0%	0%	0%	Maggie Jeffrey	FQ4 2019/20 B&C There were no secondary inspections finalised in this quarter
								FQ3 2019/20 B&C There were no secondary inspections finalised in this quarter
HMIE positive Secondary School Evaluations - A&B (Authority Data)	●	⇒	0%	0%	0%	0%	Maggie Jeffrey	FQ4 2019/20 ABC There were no secondary schools inspections finalised in this quarter.
								FQ3 2019/20 ABC There were no secondary schools inspections finalised in this quarter.
Corporate Outcome No.5 - The economy is diverse and thriving								
Householder Planning Apps: Ave no of Weeks to Determine - B&C (Planning Applications)	●	↓	8.0 Wks	5.8 Wks	8.0 Wks	6.7 Wks	Peter Bain	FQ4 2019/20 B&C The performance target of 8 weeks was met for the 10th consecutive quarter by the B&C team.
								FQ3 2019/20 B&C The performance target of 8 weeks was met for the 9th consecutive quarter by the B&C team.
Householder Planning Apps: Ave no of Weeks to Determine - ABC (Planning Applications)	●	↑	8.0 Wks	7.4 Wks	8.0 Wks	7.6 Wks	Peter Bain	FQ4 2019/20 ABC 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 2019/20 ABC 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.

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
% of Pre-application enquiries processed within 20 working days - B&C (Planning Applications)	●	↓	75.0 %	81.0 %	75.0 %	73.3%	Peter Bain	FQ4 2019/20 B&C For the last 3 years the Bute and Cowi Team have consistently performed well above targets both on this specific measure and indeed on all the other indicators. This quarter the team are 1.7% below the 75% target: it is considered a minor blip. There is no specific reason for such a small dip other than a greater focus on planning and other applications in the final quarter together with an increase in enforcement work which is the responsibility of individual team members. The situation will be monitored and appropriate action taken if this trend were to continue into subsequent quarters.
								FQ3 2019/20 B&C Turnaround of pre-apps within B&C has now been above the target of 75% for three years, demonstrating consistency.
% of Pre-application enquiries processed within 20 working days - A&B (Planning Applications)	●	↓	75.0 %	75.0 %	75.0 %	66.1%	Peter Bain	FQ4 2019/20 ABC The teams in Helensburgh & Lomond continue to meet all targets. Priority is given to statutory targets for processing planning applications, which has been achieved at the expense of processing PREAPP's. * * Please refer to ATL Comments specific to the Area PREAPP performance measures.
								FQ3 2019/20 ABC The target to process 75% of pre-application enquiries within 20 working days has been achieved for the third consecutive quarter.
Corporate Outcome No.6 - We have infrastructure that supports sustainable growth								
Street lighting - B&C percentage of faults repaired within 10 days (Street Lighting - Maintenance)	●	↑	75 %	33 %	75 %	86%	Callum Robertson	FQ4 2019/20 B&C Street Lighting performance has been very good for FQ4 in the Bute and Cowal area. This is mainly attributable to the available resource in Dunoon who are best placed to react to faults within the 10 day timescale.
								FQ3 2019/20 B&C Assessments are being made on the programming of reactive repairs and project works during January, towards addressing both commitments in FQ4.

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
RIS113_04 [RA113_04]- Percentage of street lighting repairs completed within 10 days (Street Lighting - Maintenance)	●	↑	75 %	36 %	75 %	41%	Callum Robertson	FQ4 2019/20 A&B There were a number of cable faults which needed to be pursued with power companies and the team have been working with SSE to get these resolved. Covid19 further compounded work to progress repairs in March as staff were working to dangerous defects only.
								FQ3 2019/20 A&B Priority was given to installing LED luminaires to meet project deadline. Focus will return to ensuring repairs are completed within ten days.
Total number of Complaints regarding Waste Collection - B&C Bute (Streetscene B&C)		↓	No Target	0	No Target	1	Tom Murphy	FQ4 2019/20 B&C Bute For the FQ4 quarter on the Isle of Bute there was only 1 waste collection complaint. Given the number of domestic and commercial properties serviced, this is an excellent level of service.
								FQ3 2019/20 B&C Bute There were no complaints received again this quarter for the Isle of Bute in relation to waste collection. This is an excellent level of service given the number of domestic and commercial properties serviced.
Total number of Complaints regarding Waste Collection - B&C Cowal (Streetscene B&C)		⇒	No Target	1	No Target	1	Tom Murphy	FQ4 2019/20 B&C Cowal For the FQ4 period, Cowal only received 1 complaint regarding waste collection. This is an excellent level of service considering the number of domestic and commercial properties serviced.
								FQ3 2019/20 B&C Cowal There was only 1 waste collection complaint received for the FQ3 quarter in Cowal. This is an excellent level of service considering the number of domestic and commercial properties serviced.

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
Total number of Complaints regarding Waste Collection - A&B (StreetScene)		↓	No Target	6	No Target	19	Tom Murphy	FQ4 2019/20 A&B The number of waste collection complaints has risen this quarter, however given the inclement weather and breakdowns this service is still good. In general all collections were carried out, some areas may have been a few days late. Information regarding delayed uplifts was posted on the Council's web page to inform the public.
								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.
Shanks - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	49.7 %	No Target	42.5 %	John Blake	FQ4 2019/20 Waste PPP Area 42.5% recycling and recovery (26% recycling/composting plus 16.5% recovery). Slight drop in Q4 mainly due to dip in Renew mechanical biological treatment plants performance in February and suspension of Council kerbside recycling services from 24th March during Covid-19 Emergency. 19/20 year figure in PPP area is 44.7% recycling and recovery (26.9% recycling/composting plus 17.8% recovery)
								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).
Islands - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	44.1 %	No Target	38.6%	John Blake	FQ4 2019/20 Islands 36.8% recycling and composting. Slight dip in performance mainly due to suspension of Council kerbside recycling services from 24th March during Covid-19 Emergency. 19/20 year - 42% recycling/composting and recovery.
								FQ3 2019/20 Islands 44.1% recycled, composted and recovered. Year to date figure is 43.5%.

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
H&L - Percentage of Waste Recycled, Composted & Recovered (Waste Management Performance)		↓	No Target	49.3 %	No Target	48.4 %	John Blake	FQ4 2019/20 H&L 48.4% recycling and recovery (39.9% recycling/composting plus 8.5% recovery). Slight drop in performance mainly due to suspension of Council recycling services from 24th March during Covid-19 Emergency. 19/20 year - 52.5% recycling and recovery (44.7% recycling/composting plus 7.8% recovery).
								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).
RIS114_01 [RA114_01]- Percentage of Waste Recycled, Composted and Recovered (Waste Management Performance)	●	↓	40.0 %	49.0 %	40.0 %	43.8 %	John Blake	FQ4 2019/20 A&B In FQ4 - 43.8% recycling and recovery (31.2% recycling/composting plus 12.6% recovery). For the year 19/20 - 46.9% recycling and recovery (34% recycling/composting plus 12.9% recovery). The percentage of waste recycled and recovered tends to sit around the 44-46% mark with only minor fluctuations across the years. There was a drop in FQ4 due to the Renew (formerly Shanks) mechanical biological treatment (MBT) plants diversion performance during February at Lingerton (by Lochgilphead) and Moleigh (by Oban) waste facilities. The reason was mainly due to technical issues at both plants during that month and they were fully operational again during March. The Council suspended kerbside recycling services from 24th March due to the Covid19 emergency which has also had an impact on figures. This measure will be significantly affected by Covid19 in the next financial quarter.
								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).

B&C Area Scorecard FQ4 2019/20								
Performance element	Status	Performance Trend	Target FQ3	Actual FQ3	Target FQ4	Actual FQ4	Owner	Comments
Making It Happen								
B&C Teacher Absence (Education Other Attendance)	●	↑	1.50 Days	2.47 Days	1.50 Days	1.87 Days	Anne Paterson	<p>FQ4 2019/20 B&C Significant reduction in B&C in this quarter due to reduction in long term mental health absences.</p> <p>FQ3 2019/20 B&C B&C have seen an increase in work days lost. This is mainly due to an increase in long term absence with absences relating to mental health increasing.</p>
A&B Teacher Absence (HR1 - Sickness absence ABC)	●	↓	1.50 Days	2.05 Days	1.50 Days	2.38 Days	Anne Paterson	<p>FQ4 2019/20 A&B Q4 shows a slight increase in absence from Q3, but this is a continuation of the seasonal colds and flu period and is reflected in the short term absence figures.</p> <p>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.</p>
B&C LGE Only (HR1 - Sickness absence ABC)	●	↑	2.36 Days	3.81 Days	2.36 Days	3.46 Days	Carolyn McAlpine	<p>FQ4 2019/20 B&C The WDL for this quarter have dropped further from Q3 due mostly to reduction in absence in R&A.</p> <p>FQ3 2019/20 B&C B&C have seen a decrease in work days lost which bucks the trend as normally quarter 3 sees an increase in absence due to seasonal colds and flus. The number of long term cases has reduced in this area.</p>
A&B LGE Staff Summary - Combined Office & Non Office (HR1 - Sickness absence ABC)	●	↑	2.36 Days	3.29 Days	2.36 Days	3.19 Days	Carolyn McAlpine	<p>FQ4 2019/20 A&B Slight decrease in WDL from previous quarter but short term absence in this quarter has remained fairly static. Instances of long term absence due to stress has increased.</p> <p>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.</p>

Corporate Outcome - People live active, healthier and independent lives

Number of affordable social sector new builds - B&C
 Actual 0 G
 Target 0 →

DEG103_01-Number of new affordable homes completed per annum.
 Actual 32 G
 Target 32 ↑
 Benchmark 75

Corporate Outcome - People live in safer and stronger communities

Car Parking income to date - B&C
 Actual £ 82,533 R
 Target £ 86,993 ↑

Car Parking income to date - A&B
 Actual £ 941,716 R
 Target £ 1,167,077 ↑

Dog fouling - total number of complaints B&C
 Actual 23 G
↓

Dog fouling - total number of complaints A&B
 Actual 74 G
 Target 78 ↓

LEAMS - B&C Bute
 Actual 80 G
 Average Monthly Data For Quarter ↓

LEAMS - Argyll and Bute monthly average
 Actual 79 G
↓

LEAMS - B&C Cowal
 Actual 74 G
 Average Monthly Data For Quarter ↓

Corporate Outcome - The economy is diverse and thriving

Householder Planning Apps: Ave no of Weeks to Determine - B&C
 Actual 6.7 Wks G
 Target 8.0 Wks ↓
 Benchmark 7.6 Wks

Householder Planning Apps: Ave no of Weeks to Determine - ABC
 Actual 7.6 Wks G
 Target 8.0 Wks ↑
 Benchmark 7.4 Wks

% of Pre-Application enquiries processed within 20 working days - B&C
 Actual 73.3 % R
 Target 75.0 % ↓
 Benchmark 66.1 %

% of Pre-application enquiries processed within 20 working days - A&B
 Actual 66.1 % R
 Target 75.0 % ↓

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

% HMIE positive Secondary School Evaluations - B&C
 Actual 0 % G
 Target 0 % →

HMIE positive Secondary School Evaluations - A&B
 Actual
 Target
 Benchmark

Corporate Outcome - We have infrastructure that supports sustainable growth

Total number of Complaints regarding Waste Collection - B&C Bute
 Actual 1 ↓

Total number of Complaints regarding Waste Collection - A&B
 Actual 19 ↓

Total number of Complaints regarding Waste Collection - B&C Cowal
 Actual 1 →

Shanks - Percentage of Waste Recycled, Composted & Recovered
 Actual 42.5 % ↓

Islands - Percentage of Waste Recycled, Composted & Recovered
 Actual 36.8 % ↓

RIS114_01-The percentage of waste that is recycled, composted or recovered
 Actual 43.8 % G
 Target 40.0 % ↓
 Benchmark 42.0 %

H&L - Percentage of Waste Recycled, Composted & Recovered
 Actual 48.4 % ↓

Street lighting - B&C percentage of faults repaired within 10 days
 Actual 86 % G
 Target 75 % ↑

RIS113_05-The percentage of street lighting fault repairs are completed within 10 working days
 Actual 41 % R
 Target 75 % ↑

Making It Happen

B&C Teacher Absence
 Actual 1.87 Days R
 Target 1.50 Days ↑

A&B Teacher Absence
 Actual 2.38 Days R
 Target 1.50 Days ↓

B&C LGE Only
 Actual 3.46 Days R
 Target 2.36 Days ↑

A&B LGE Staff Summary - Combined Office & Non Office
 Actual 3.19 Days R
 Target 2.36 Days ↑



B&C Area Scorecard 2019-20

FQ4 19/20

'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 Secondary	Actual	0 %	
School Evaluations - B&C	Target	0 %	



B&C Area Scorecard 2019-20

FQ4 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 - B&C	Actual	0	
	Target	0	

DEG103_01-Number of new affordable homes completed per annum.	Actual	32	
	Target	32	
	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 - Actual £ 82,533 **R**
 B&C Target £ 86,993 **↑**

Car Parking income to date - Actual £ 941,716 **R**
 A&B Target £ 1,167,077 **↑**

Dog fouling - total number of Actual 23 **G**
 complaints B&C **↓**

Dog fouling - total number of Actual 74 **G**
 complaints A&B **↓**



LEAMS - B&C Bute Actual 80 **G**
 Monthly Data June 2019 **↓**



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



LEAMS - B&C Cowal Actual 74 **G**
 Monthly Data June 2019 **↓**



'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 - B&C	Actual	6.7 Wks	
	Target	8.0 Wks	
	Benchmark	7.6 Wks	

Householder Planning Apps: Ave no of Weeks to Determine - ABC	Actual	7.6 Wks	
	Target	8.0 Wks	
	Benchmark	7.4 Wks	

% of Pre-Application enquiries processed within 20 working days - B&C	Actual	73.3 %	
	Target	75.0 %	

% of Pre-application enquiries processed within 20 working days - A&B	Actual	66.1 %	
	Target	75.0 %	

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

Corporate Outcome - We have infrastructure that supports sustainable growth

Total number of Complaints regarding Waste Collection - B&C Bute Actual 1 ↓

Total number of Complaints regarding Waste Collection - B&C Cowal Actual 1 →

Total number of Complaints regarding Waste Collection - A&B Actual 19 ↓

Shanks - Percentage of Waste Recycled, Composted & Recovered Actual 38.7 % ↓

Islands - Percentage of Waste Recycled, Composted & Recovered Actual 15.6 % ↓

H&L - Percentage of Waste Recycled, Composted & Recovered Actual 23.2 % ↓

Street lighting - B&C percentage of faults repaired within 10 days Actual 87 % G
Target 75 % ↑

RIS114_01-The percentage of waste that is recycled, composted or recovered Actual 31.8 % R
Target 45.0 % ↓
Benchmark 48.9 %

RIS113_05-The percentage of street lighting fault repairs are completed within 10 working days Actual 72 % R
Target 75 % ↑



B&C Area Scorecard 2019-20

FQ4 19/20

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

Making It Happen

B&C Teacher Absence	Actual	1.87 Days	R
	Target	1.50 Days	↑

B&C LGE Only	Actual	3.46 Days	R
	Target	2.36 Days	↑

A&B Teacher Absence	Actual	2.38 Days	R
	Target	1.50 Days	↓

A&B LGE Staff Summary - Combined Office & Non Office	Actual	3.19 Days	R
	Target	2.36 Days	↑

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ARGYLL AND BUTE COUNCIL
LEGAL & REGULATORY SUPPORT

BUTE AND COWAL AREA COMMITTEE
1 SEPTEMBER 2020

CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS

1.0 EXECUTIVE SUMMARY

- 1.1 The Bute and Cowal Area Committee are Trustees for a number of Charitable Trusts, Bequests and Trust Funds. Historically a report has been brought to the Area Committee on an annual basis with recommendations for distribution.
- 1.2 Since the last report Officers have undertaken a review of the Charitable Trusts and Bequests and Trust Funds to simplify and update processes where possible and ensure ongoing compliance with charity regulations and the original terms of the bequests. The review has taken cognisance of the fact that a large number of the charitable funds managed in trust by Area Committees were established many years ago, and as a consequence of changes in society over time the intended beneficiaries of the bequests are no longer easily identified. It has also addressed concerns raised by Elected Members regarding the administrative burden of the management and distribution process and that changes to personnel and corporate structures may no longer facilitate the process. Consequently the recommendations within this report outline the proposals for updated and better streamlined processes.
- 1.3 This report provides details of a number of the Trusts and Bequests that remain active in the Bute and Cowal Area and seeks agreement from Members on proposed distribution methods.

2.0 RECOMMENDATIONS

- 2.1 The Bute and Cowal Area Committee are asked to:
1. agree that the charities and trust funds are awarded on the basis outlined in paragraph 8.1,
 2. agree the distribution of the charities and trust funds outlined within Appendix 1,
 3. agree that a moratorium be placed on funds being distributed from the Bute Education Trust, and

4. note that a distribution proposal for the Lamont Bequest will be brought to a future meeting of the Area Committee.

ARGYLL AND BUTE COUNCIL
LEGAL & REGULATORY SUPPORT

BUTE AND COWAL AREA COMMITTEE
1 SEPTEMBER 2020

CHARITABLE TRUSTS, BEQUESTS AND TRUST FUNDS

3.0 INTRODUCTION

The Bute and Cowal Area Committee are Trustees for 12 Charitable Trusts, Bequests and Trust Funds with an estimated unrestricted balance of £20,000. This report provides information on proposals in relation to the ongoing management of these funds and seeks agreement on distribution proposals.

4.0 RECOMMENDATIONS

The Bute and Cowal Area Committee are asked to:

1. agree that the charities and trust funds are awarded on the basis outlined in paragraph 8.1,
2. agree the distribution of the charities and trust funds outlined within Appendix 1,
3. agree that a moratorium be placed on funds being distributed from the Bute Education Trust, and
4. note that a distribution proposal for the Lamont Bequest will be brought to a future meeting of the Area Committee.

5.0 BACKGROUND

- 5.1 Historically reports are prepared and submitted Area Committees outlining the status of each of the funds, proposed distribution method(s) and the amounts available.
- 5.2 Since the last report Officers have undertaken a review of the Charitable Trusts and Bequests and Trust Funds to simplify and update processes were possible and ensure ongoing compliance with charity regulations and the original terms of the bequests. The review has taken cognisance of the fact that a large number of the charitable funds managed in trust by Area Committees were established many years ago, and as a consequence of changes in society over time the intended

beneficiaries of the bequests are no longer easily identified. It has also addressed concerns raised by Elected Members regarding the administrative burden of the management and distribution process and that changes to personnel and corporate structures may no longer facilitate the process. Consequently the recommendations within this report outline the proposals for updated and better streamlined processes.

6.0 DISTRIBUTION ARRANGEMENTS

- 6.1 Of the 12 funds for which the Area Committee are trustees 6 have historically been awarded to Council Departments and allied partners (for example Roads and Amenity Services). Officers have been working to standardise the process for these awards to ensure that it is transparent and meets the terms of any Bequest/Trust.
- 6.2 A small number of funds (5) have bespoke distribution methods which are generally undertaken by Legal and Regulatory Support, this process will continue.
- 6.3 Officers will continue to monitor the expenditure from these funds. Should expenditure not provide a community benefit Officers will explore what remedial action can be taken.
- 6.4 Members should note that one bequest, the Bute Education Trust, is in arrears. It is recommended that a moratorium be placed on further awards being made until such time as sufficient interest has accrued. In the meantime Rothesay Academy will be advised that alternatively a request can be made to the Rothesay Common Good fund.

7.0 LAMONT BEQUEST

- 7.1 Of the 12 funds only one, the Lamont Bequest, requires further review as due to changes in society over time the intended beneficiaries of the bequests are no longer easily identified. Officers are working on a revised distribution proposal which will be submitted to the Area Committee Business Day in October 2020. It will then be refined based on member's feedback before being further considered for approval at the December Area Committee.

8.0 LEVEL OF AWARD

- 8.1 In order to provide a level of consistency to the process for those Bequests/Trusts which are transferred to Council Departments or allied partners it is proposed that the following criteria be applied:
 - to allow for maximum benefit from the resources available, those Funds that hold less than £1k in unrestricted reserves (i.e. monies the charity has available to spend without drawing on capital or restricted reserves) will be made available, in their totality, within this financial year (2020/21). The capital will remain as this cannot be distributed. This approach will essentially place a moratorium on the distribution of monies from those

funds, thereby lessening the administrative burden and ensuring maximum community benefit.

- those funds that hold more than £1k will be allocated on a basis of the interest from the previous financial year plus 1/20th of the unrestricted funds.

8.2 Should the Area Committee approve this approach up to £497.00 will be available to council departments and allied partners this financial year.

9.0 CONCLUSION

9.1 This report has outlined the current position in terms of financial and distribution arrangements of the funds/bequests held in trust by the Area Committees. On approving the recommendations they will provide a clear community benefit while meeting our obligation of ensuring transparent and effective governance.

10.0 IMPLICATIONS

10.1 Policy	None
10.2 Financial	None.
10.3 Legal	Area Committees, as Trustees, must ensure that the distribution arrangements comply with the terms of the funds/bequests, failure to do so would result in the Council being liable.
10.4 HR	To proceed with reorganisation, in terms of section 10 or 11 of the Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 would require the allocation of Officer time.
10.5 Fairer Scotland Duty	None
10.5.1 Equalities –protected characteristics	None
10.5.2 Socio-economic Duty	None
10.5.3 Islands	None
10.6 Risk	None
10.7 Customer Service	None

Douglas Hendry

Executive Director with responsibility for Legal & Regulatory Support

27 July 2020

Appendix 1 – Distribution Arrangements for Trust Funds and Bequests.

For further information contact: Stuart McLean, Committee Manager, 01436 658717, stuart.mclean@argyll-bute.gov.uk

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TRUST NAME	CHARITABLE PURPOSE	DISTRIBUTION PROPOSAL	Capital (Restricted Funds)	Income during 2019 20	Accumulated Funds for Distribution	1/20th of unrestricted	Maximum proposed award - September 2020
COATS BEQUEST INVERCHAOLIN	Cemetery maintenance of family lairs	Transfer to Roads and Amenity Services when it is confirmed cemetery is maintained.	300.00	6.00	352.00	n/a	352.00
DUNOON & KILMUN CEMETERIES	The fund is for the upkeep of lairs in the Cemeteries.	Transfer to Roads and Amenity Services when it is confirmed cemetery is maintained.	588.00	6.00	7.00	n/a	7.00
MRS B MACEWANS TRUST	The maintenance of two lairs at the burial ground of Inverchaolain.	Transfer to Roads and Amenity Services when it is confirmed cemetery is maintained.	200.00	2.00	-1.00	n/a	0.00
PIANO FUND DUNOON	For repair, tuning, replacement of a piano in the Burgh Hall (Queens Hall)	Transfer to Live Argyll	267.00	2.00	83.00	n/a	83.00
TULLOCH LIBRARY DUNOON	Formation of public library.	Transfer to Live Argyll	400.00	3.00	55.00	n/a	55.00
BUTE EDUCATION	Award prizes in schools in Bute.	Transfer to Education	3,106.00	16.00	-186.00	n/a	0.00
			4,861.00	35.00	310.00	0.00	497.00

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ARGYLL AND BUTE COUNCIL
CUSTOMER SERVICES: EDUCATION

BUTE and COWAL AREA COMMITTEE
1ST SEPTEMBER 2020

Primary School Report 2019/20 – Bute and Cowal

1.0 EXECUTIVE SUMMARY

- 1.1 The attached is a report on the primary schools in Bute and Cowal 2019/20 which is being presented to the Bute and Cowal Area Committee for noting.

2.0 RECOMMENDATIONS

- 2.1. That Members consider the content of the appended report.

If you require further information, please contact the Head of Education -
anne.paterson@argyll-bute.gov.uk

Douglas Hendry
Executive Director of Customer Services

Anne Paterson
Head of Education: Lifelong Learning & Support
Chief Education Officer

Councillor Yvonne McNeilly
Policy Lead for Education and Lifelong Learning

For further information contact:
Tina Sartain, Area Education Officer

APPENDICES

Primary School Report 2019/20 – Bute and Cowal

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OUR CHILDREN...



THEIR FUTURE...

Education Service

Primary Area Report 2019-2020:
Bute and Cowal

Introduction

Within the Bute and Cowal area there are 14 Primary Schools, three on Bute and 11 in Cowal. There is secondary school provision at Dunoon Grammar School and Rothesay Joint Campus. Nursery provision is provided within several of these schools and Gaelic Medium Education is provided at Sandbank Primary School. Primary school rolls in Bute and Cowal vary considerably ranging from 17 pupils (Kilmodan PS) to over 270 (Kirn PS).

The Education Performance Data Analysis Report to Community Services Committee on 10th December 2019 provided elected members with important information on the progress made in relation to attainment, achievement and progression to positive destinations across Argyll and Bute. Most recently (March 12th, 2020) the Community Services Committee paper – The National Improvement Framework for Scottish Education, provided an overview of the Argyll and Bute Primary and Secondary achievement in Literacy and Numeracy for P1, P4, P7 and S3 in Achievement of Curriculum for Excellence (CFE) Levels 2018/19 – as published by the Scottish Government on the 10th December 2019. The report also provided an update on the Scottish Government's 2020 National Improvement Framework and Improvement Plan for Scottish Education.

This report provides a range of key information about schools in the area and highlights some of the wide and varied range of activities our young people have been involved in during session 2019-20.

Additional and more detailed information about each school can be found in the schools' Standards and Quality Reports. In addition each school's Improvement Plan outlines their main priorities for improvement. Most schools have an active website where these documents can be accessed and further links or information can be obtained from the Head Teacher.

Primary School Profiles including cluster SIMD profile and achievement of a level data:

Table showing number of pupils at each SIMD level in each cluster area of Argyll and Bute.

Cluster	1	2	3	4	5	6	7	8	9	10	Unknown	Total
Bute	49	75	124	28	18	27			23			344
Cowal	122	106	89	168	254	142	1					882
Helensburgh & Lomond	56	72	152	56	178	231	281	413	177	136		1752
Islay & Jura				39		177						216
Kintyre North						84	30				1	115
Kintyre South	66	27	72	59	55	215	49					543
Mid-Argyll			53	125	1	198	122					499
Mull						94	94				2	190
OLI	19		8	180	387	269	244	156			3	1266

*SIMD Data at end February 2020

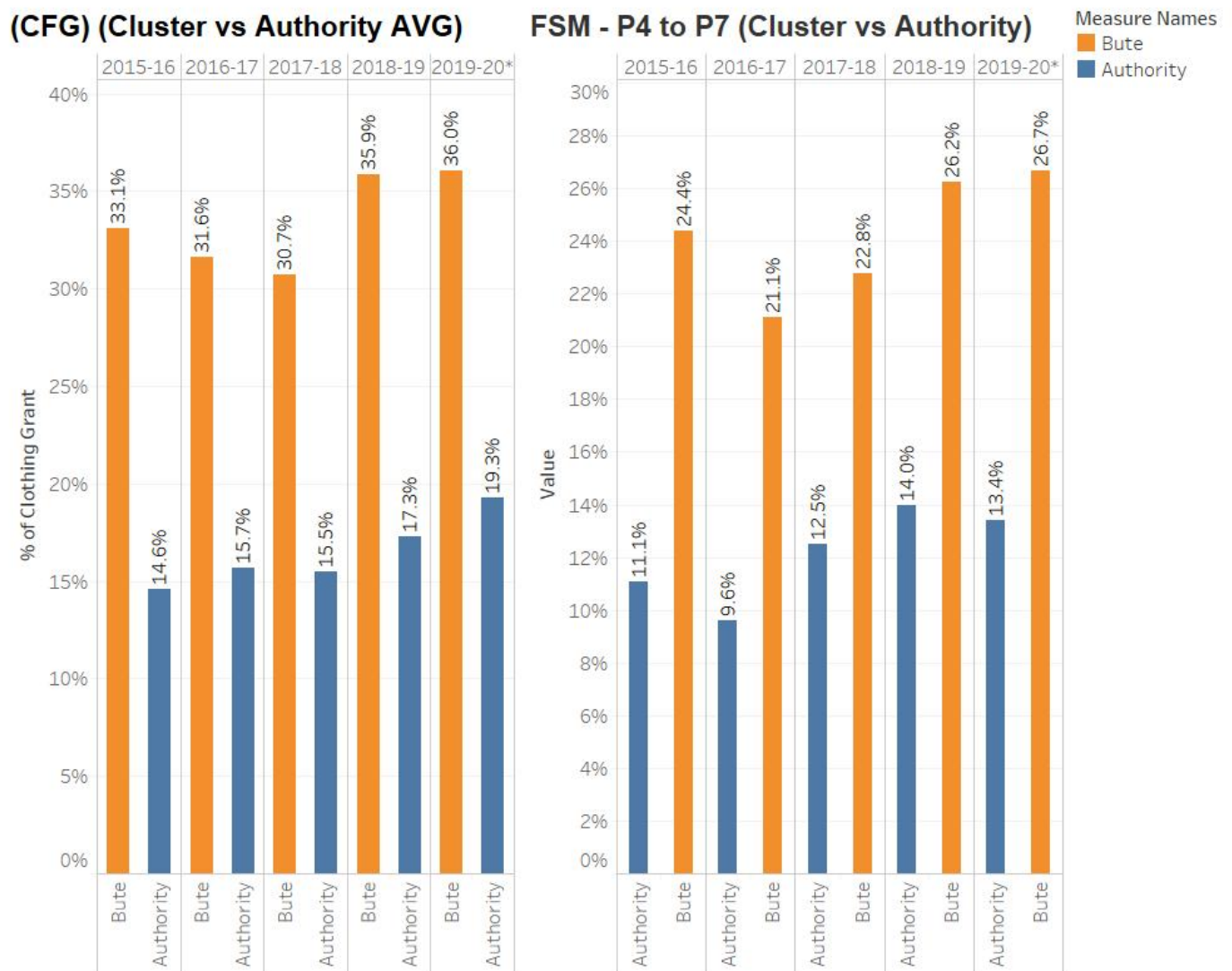
Bute Cluster Primary School Profile 2019-2020

Primary School Roll (as at census) *						
Cluster Primary Schools	15/16	16/17	17/18	18/19	19/20	% change in Roll over 5 years ¹
North Bute Primary School	41	35	37	33	36	-12.2%
Rothesay Primary School	237	275	286	277	254	7.17%
St Andrew's Primary School	79	63	61	53	50	-36.71%
Total Roll for cluster	357	373	384	363	340	-4.76%

* Data for rolls provided at Census each year

Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2015/2016 to 2019/2020 and is not an average.

Footwear and Clothing Grant and Free School Meal Information for Bute area



Clothing and Footwear Grant (CFG) is not shown as a National Average as each authority set their own criteria and therefore cannot be compared accurately. Please note that 2019-2020 data for CFG and Free School Meals (FSM) is to date (end February 2020) and therefore may change as the year progresses.

On 5 January 2015, the Scottish Government launched the extension of free school meals eligibility to include all children in primary 1-3. The above figures only show those pupils in P1 to P7.

National Averages for Free School Meals have been taken from 'Healthy Living Survey 2019'

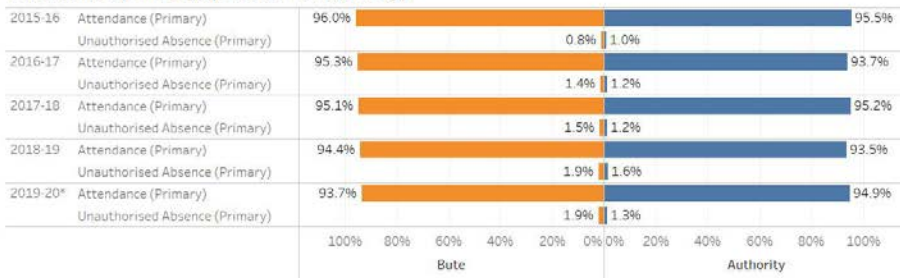
In May 2018 the Scottish Government introduced a School clothing grant minimum set at £100. The school clothing grant now has a minimum level of £100 in all local authorities.

For Academic Session 2019-2020 Education Service worked with Revenue and Benefits to implement 'Auto-enrol' for CFG where a recipient on Council Tax or Housing Benefit. If the applicant was on a passported benefit (Income Support, Jobseekers Allowance (Income Based) or Employment and Support Allowance (Income Related)) they were also awarded FSM.

During Academic Session 2019/20 Education in partnership with Benefits began to use an 'Auto Enrol' system for Free School Meal and Clothing Grant eligibility. This allowed us to target more families who were in need.

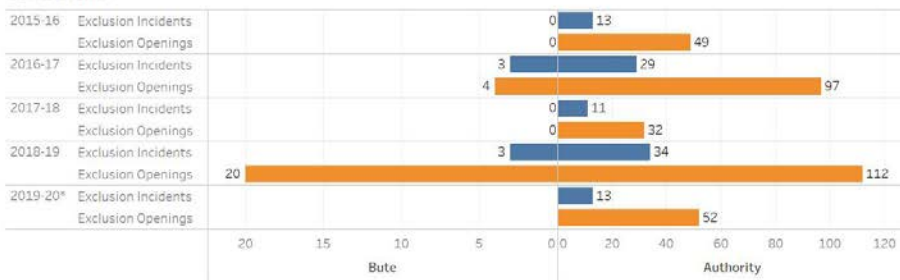
Exclusion and Attendance Information for Bute area

Attendance (Primary) (Cluster vs Authority)



Measure Names
■ Bute
■ Authority

Exclusions



Exclusion Information
■ Exclusion Incidents
■ Exclusion Openings

Attendance notes

Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

Please note that attendance data for 2019-2020 is up to end February 2020 and not a complete year. It is therefore subject to change

Achievement of level June 2019 for Bute area



From the information contained in the performance illustrations above, it can be seen that, in terms of the percentage of children achieving the level expected for their stage, Reading and Writing – particularly in P.4 – are the areas on which schools in Bute are most focusing their improvement strategies. Education Officers are working with HTs to ensure improvement strategies are in place and having the expected impact.

The table below outlines the National expectations of when most children and young people may achieve each level:

CfE Level	Stage
Early	The final two years of early learning and childcare before a child goes to school and P1, or later for some.
First	To the end of P4, but earlier or later for some.
Second	To the end of P7, but earlier or later for some.
Third and fourth	S1-S3, but earlier or later for some.

Further information:

National Improvement Framework for Scottish Education –

<https://www.gov.scot/policies/schools/national-improvement-framework/>

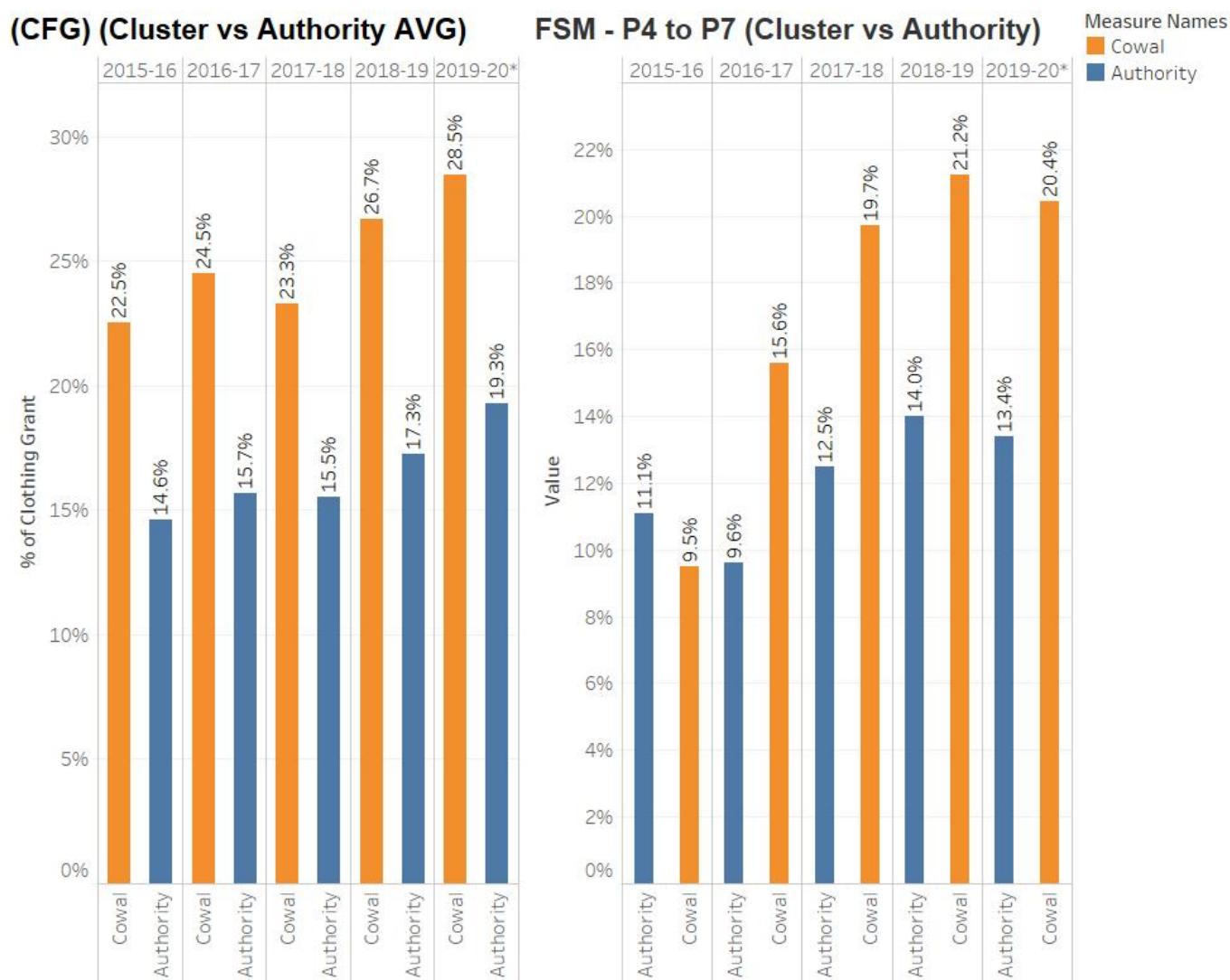
Cowal Cluster Primary School Profile 2019-2020

Primary School Roll (as at census) *						
Cluster Primary Schools	15/16	16/17	17/18	18/19	19/20	% change in Roll over 5 years ¹
Dunoon Primary School	203	188	189	206	203	0%
Innellan Primary School	11	19	26	32	28	154.55%
Kilmodan Primary School	13	13	14	16	14	7.69%
Kirn Primary School	251	250	284	276	274	9.16%
Lochgoilhead Primary School	27	24	26	23	25	-7.41%
Sandbank Primary School	81	72	72	63	70	-13.58%
Sandbank Primary GMU	40	42	38	44	46	15%
St Mun's Primary School	128	135	125	121	99	-22.66%
Strachur Primary School	42	42	38	32	27	-35.71%
Strone Primary School	31	25	30	27	20	-35.48%
Tighnabruaich Primary School	28	31	38	36	40	42.86%
Toward Primary School	22	25	30	30	27	22.73%
Total Roll for cluster	877	866	910	906	873	-0.46%

* Data for rolls provided at Census each year

Please note the % change in Roll over 5 years shows the percentage change in roll figures from 2015/2016 to 2019/2020 and is not an average.

Footwear and Clothing Grant and Free School Meal Information for Cowal area



² Clothing and Footwear Grant (CFG) is not shown as a National Average as each authority set their own criteria and therefore cannot be compared accurately. Please note that 2019-2020 data for CFG and Free School Meals (FSM) is to date (end February 2020) and therefore may change as the year progresses.

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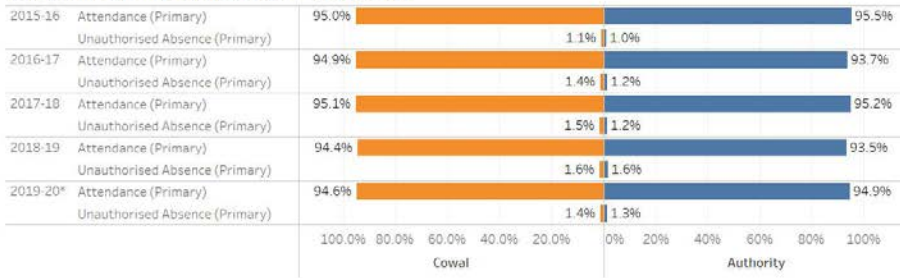
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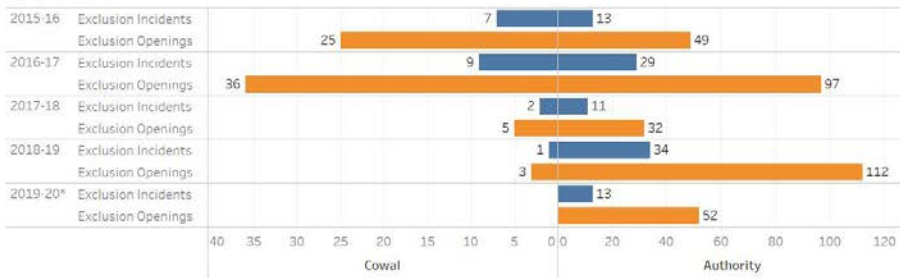
Exclusion and Attendance Information for Cowal area

Attendance (Primary) (Cluster vs Authority)



Measure Names
 Cowal
 Authority

Exclusions



Exclusion Information
 Exclusion Incidents
 Exclusion Openings

Attendance notes

Authorised absence includes bereavement, short – term exceptional domestic situations, religious observance, weddings of immediate family. Unauthorised absence includes truancy, unexplained absence and most family holidays during term time. Attendance and absence is outlined in Management Circular 3.03.

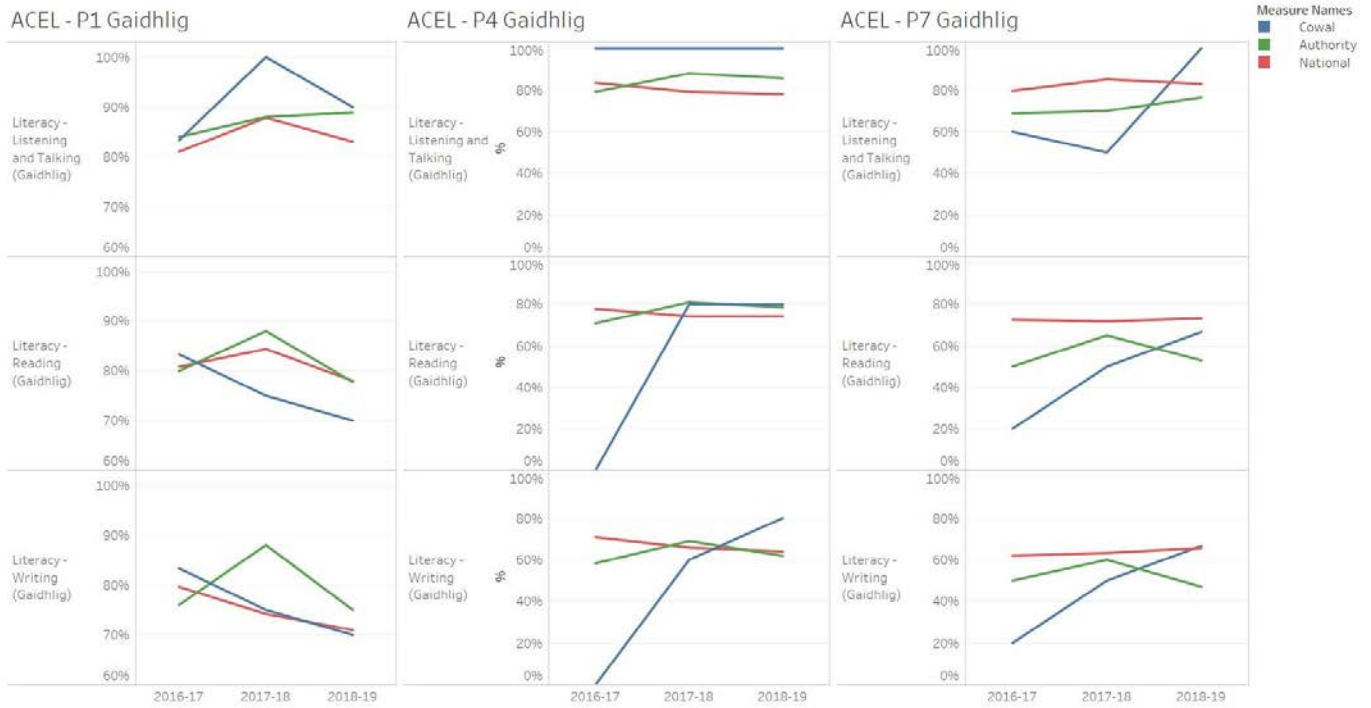
Please note that attendance data for 2019-2020 is up to end February 2020 and not a complete year. It is therefore subject to change

Achievement of level June 2019 for Cowal area



From the information contained in the performance illustrations above, it can be seen that, in 2018-19, the attainment of children in Cowal was marginally below both the authority and national average figures in all measures at almost all stages. Schools are rigorously tracking their ongoing data via the Progress and Achievement application, and have been able to measure progress for individual pupils. Education Officers are supporting schools to plan the appropriate targeted interventions to bring about improved attainment.

Achievement of level June 2019 for Cowal area – Gaidhlig



From the information contained in the performance illustrations above, it can be seen that in 2018-19, attainment in Gaelic Medium Education in Cowal was strong, and in over half of areas, above the authority and national average figures. Pronounced fluctuations from year-to-year are a result of the relatively small sample of pupils for whom data is collected.

The following sections summarise and update on activities, initiatives and improvement across specific areas of provision to Argyll and Bute's children and young people.

Early Years Update



Early Years Area Report

Children and families within Argyll and Bute currently access Local Authority Early Learning and Childcare (ELC) either through a morning or afternoon session, where the area still operates a 600 hours delivery model, or via a blended placement, where 1140 hours has been phased in.

ELC is also provided by Voluntary and Private operated groups in addition to Local Authority Services. The 3rd sector are in a position to provide 'wrap around' Childcare for Parents who wish to purchase hours to allow them to work, attend college etc.

Community Childminding is a service which is provided for children following a referral from Health or Social Work; it is designed to be an early intervention to support families predominantly for children aged less than 3 years. Partner Childminders also provide ELC for eligible children aged 2 years.

Expansion of ELC

The Scottish Government is increasing the number of ELC funded hours to 1140 hours per year. An ELC Delivery Plan was developed to plan the implementation of 1140 hours of ELC in Argyll and Bute. As part of this plan, surveys have been carried out to find out what parents wanted, to help shape future provision in Argyll and Bute. The majority of parents showed a preference for ELC provision which follows the school year – e.g. a pattern of provision which follows the school day during term time. 36% of parents wanted ELC provision across the year – both within the school term and during the holidays. This data has informed the delivery of 1140 across Argyll and Bute.

Local Authority Proposed ELC Delivery Model

When developing a service model for ELC for local authority provision, the following elements were taken into consideration:

- The needs of parents and families within ELC clusters across Argyll and Bute.
- The sustainability of partner providers which provide much valued wraparound childcare within the towns and surrounding areas of Argyll and Bute.
- The socio-demographic profile of each of the ELC clusters.

- Projected economic development within ELC clusters.

This information was gathered through a robust mapping exercise within each of the localities of Argyll and Bute.

We currently have 76% of settings phased in to 1140 hours, with plans to complete phasing on Mull and in Oban in place for August 2020. In August we also plan to open two outdoor nurseries, one in Kilmory Walled Garden and the other in Hunters Quay Dunoon. Later in session 2020/2021 we will open a new standalone nursery in Oban.

For more information on expansion of ELC across Argyll and Bute please contact Ailsa Dominick (EAST) or Lorna Cameron (WEST) – ailsa.dominick@argyll-bute.gov.uk lorna.cameron@argyll-bute.gov.uk

Workforce Development update April 2020

Early Years Foundation Apprentices

Cohort 1 started August 2018

Early Years Team members wrote and delivered the National Progression Award (NPA) for the Foundation Apprenticeship (FA).

Six pupils from Rothesay Joint Campus participated in year 1.

Cohort 2 commenced August 2019

In a significant scale-up this year, 41 pupils commenced the Foundation Apprenticeship in Early Years across six Argyll and Bute secondary schools.

26 commenced the NPA in 5th year to complete the qualification over two years.

15 commenced the shorter model, in their 6th year, working towards the NPA and the relevant SVQ2 Social Services Children and Young People (SSCYP) units over 1 year. Placements were identified in Argyll and Bute ELC units, including Partner Providers in the private and voluntary sector.

Early Years team members stepped up to deliver the NPA course, across the LA, until October 2019 when 2 new tutors, with appropriate Early Years experience, were recruited by the Training Centre.

The Early Years Foundation Apprenticeship is being delivered in the following six secondary schools through a blend of face-to-face tutorials and on-line learning:

Oban High School
Hermitage Academy
Lochgilphead Joint Campus
Campbeltown Grammar
Dunoon Grammar
Rothesay Joint Campus

In Helensburgh, delivery is in partnership with West College Scotland (Clydebank).

Early Years Modern Apprentices

Cohort 1 started Jan 2019

Six Modern Apprenticeships (MAs) were recruited to the following ELC settings:

Park Primary Family Learning Centre

Colgrain Primary ELC

John Logie Baird Primary ELC

Campbeltown Nursery

Dalintober Primary, ELC

Clyde Cottage Nursery

Five out of the six MAs have completed their SVQ3 (SSCYP) award early, and two have been successful in securing temporary ELC Practitioner posts.

Cohort 2 started August 2019

Six MAs were recruited to the following ELC settings:

Sandbank Primary Early Level (Gaelic)

Rockfield Primary ELC (Gaelic)

Dunbeg Primary ELC

Lochgilphead Primary ELC

Tobermory Primary ELC

St. Joseph's Primary ELC

All are making good progress with their SVQ3 (SSCYP) with one changing course to SVQ2 (SSCYP) which is better suited to her role within the ELC unit.

Early Years Graduate Apprentices

Argyll and Bute recruited two graduate apprentices to take part in a three year pilot for the BA in Early Learning and Childcare, in partnership with University of Highlands and Islands (UHI). The graduate apprentices are based at Aqualibrium ELC in Campbeltown and Taynuilt Primary School. Both are making good progress.

Funded qualifications

In 2019-20, 44 ELC staff were funded to work towards recognised qualifications, to meet SSSC registration and for professional development. This is an increase of seven on last year's total.

	SVQ2 (SSCYP)	SVQ3 (SSCYP)	SVQ4 (SSCYP)	BA Childhood Practice	Post Grad Dip in Childhood Practice	MEd in Childhood Practice

H&L	1	6	4	1		1
B&C	1	3		2	1	
OLI		9	1	2		
MAKI		6	2	4		

CPD training

To deliver Scottish Government aims of 1140 hours of quality ELC provision, professional development for staff has been focused upon the Early Years Team priorities of:

- leadership at all levels
- effective use of information to improve outcomes
- learning and development 0-3 years
- outdoor learning and family learning

In 2019-20, 49 Early Level training courses were held centrally in Inveraray, and six on-line training options were offered.

In addition, to support our ambition to have a significant amount of funded ELC delivered outdoors, two seven-day accredited courses took place. Each one was attended by 13 participants. Both were delivered by Wild Things, an [award winning](#) environmental education charity.

October 2019 Coastal Activity Leader Training (CALT)
 March 2020 Woodland Activity Leader Training (WALT)

The Early Years Team has also worked with Stramash to deliver training on 'Outdoor Learning through the Seasons in Argyll & Bute'. This training involved four days of training, in different seasons throughout the year, in each of the four local areas, with the aim of creating a resource at the end which can be shared across all ELC settings.

For further information on workforce development, please contact linda.burgar@argyll-bute.gov.uk

ELC - Learning and Development

As part of the Education Strategy 'Our Children, Their Future', the Argyll and Bute 'ELC Learning and Development Framework' has been developed to provide strong and consistent guidance on learning and development from birth through to a child starting school. Every setting and childminder has been issued with this guidance and providers are encouraged to use this tool as part of their self-evaluation, along with 'Building the Ambition' and 'How Good is our Early Learning and Childcare?' Members of the central support team use the Framework as a key document during their support visits, focusing on 'Environment', 'Experiences' and 'Interactions'. Data is also used to analyse the quality of provision with progress being tracked through Care Inspectorate and Education Scotland inspections. Twice a year the local authority gathers data in relation to four year old children's progress within their developmental milestones, and this is used to target resources more effectively. Teams are being trained in the use of improvement methodology to support their own improvement journeys – being clear about how they know a change has led to an improvement.

As well as tracking progress in children's learning outcomes, practitioners in nurseries also track

each child’s progress within their developmental milestones.

We know that most children achieve their milestones as a matter of course. However, some children might need a little extra help or time to achieve theirs. The milestones we track are:

- Social, emotional and behavioural
- Speech and language
- Cognitive and sensory
- Fine motor skills
- Gross motor skills

The Early Years Service gathers data twice a year (December and June) to find out how children are progressing within their milestones:

Developmental Milestone Data – December 2019 – By Area

Area	DM Data – December 2019
B+C	41%
MAKI	39%
OLI	36%
H+L	58%

Similarly, data is collected and analysed around Care Inspectorate grading’s of all ELC units.

Care Inspectorate Grades – March 2019 – By Area

Area	Number of Settings	Percentage graded ‘4’ (good) or above as a result of Care Inspectorate inspections
B+C	15	100%
MAKI	22	91% (20)
OLI	21	95% (20)
H+L	14	86% (12)

Early Years QI and Curriculum developments 2019 – 20

Representing Argyll and Bute Education Service at the 2019 Scottish Learning Festival, the Early Years Team showcased our innovative and unique approach to Curriculum Development - the

Three Assets Approach – to colleagues from across Scotland, including the Deputy First Minister and Education Secretary, John Swinney. The approach supports colleagues within EY to build and deliver a strong, context-driven curriculum through the lens of Argyll and Bute's diverse local environments, culture and partnerships.

In line with annual priorities, we were well on track to achieve our target of 80% of children achieving all of their developmental milestones by transition to school (prior to the closure of our settings due to Covid-19), and progression within learning from ELC to P1 will be supported by all ELC settings, practitioners and P1 teachers through the use of Literacy and Numeracy Progression Frameworks, in line with our RIC colleagues within the Northern Alliance. The Early Years Team have delivered, and continue to deliver via digital platforms, support for all practitioners and P1 teachers within the four clusters, in the effective use of these frameworks to ensure our children continue to develop and achieve their potential as they transition in to P1 and beyond.

This developmental approach is supported in many of our schools by a continued commitment to the Emerging Literacy approach, in collaboration with colleagues from across the Northern Alliance.

For more information on ELC Learning and Development, please contact – Tina Sartain
tina.sartain@argyll-bute.gov.uk

Learning and Teaching

Literacy

The Emerging Literacy project has been in place across the Authority for three and a half years. In that time over 40 schools and associated staff across Argyll and Bute have been involved with 36 establishments engaged at present. “Buddy Networks” are operating across clusters led by Practice Leads. Schools and staff involved are enthusiastic about the importance of a developmental approach which meets the needs of our youngest learners.

The Emerging Literacy approach is currently being evaluated for impact across the Northern Alliance, with particular findings in Argyll and Bute:

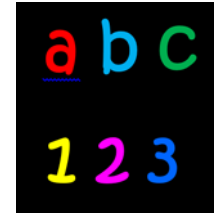
- Data has been collected and analysed and this has been used by the Early Years Team to identify development needs for ELC going forward.
- Particular areas for improvement have been identified in Rhyme Production and Word Boundaries. This has been analysed by locality and Excellence and Equity Leads, Education Support Officers and managers have identified ideas for change to close the gap in settings. The key drivers for this have been identified and tally with the new National Practice Guidance, Realising the Ambition.
- The Early Years Team have developed tracking and moderation across Early Level using the Emerging Literacy Progress Overview to support collegiate discussion. Training has been rolled out to all Authority ELC establishments and is currently being piloted as an online format.
- Northern Alliance Emerging Literacy meetings have taken place using remote conferencing and have continued during the current restrictions.
- An evaluative questionnaire is due to be issued to all practice leads in the form of a ‘Survey Monkey’ by the end of May.
- Two case studies are in progress across the Authority and will be completed remotely by practitioners involved. This will be linked to HGIOS Quality Indicators 2.3.and 3.2 – Learning, Teaching and Assessment and Ensuring Children’s Progress.
- As part of the Northern Alliance evaluation, there will be a focus on the extent to which Emerging Literacy and the developmental approach can support children and families in their transition back to school as we move forward into the recovery phase.

Numeracy

The support for Numeracy, this session, reflects the Scottish Government Initiative Making Maths Count - <https://www.gov.scot/binaries/content/documents/govscot/publications/progress-report/2016/09/transforming-scotland-maths-positive-nation-final-report-making-maths-count/documents/00505348-pdf/00505348-pdf/govscot%3Adocument/00505348.pdf>

Education Scotland, through funding from the Scottish Government, have employed link Regional Collaborative Officers for Numeracy. We are very fortunate to have had Andy Brown and Iona Coutts perform this role successfully across Argyll and Bute.

Iona offered support to all Clusters, around Building Confidence, Creativity and Connections in maths teaching. This session, Iona worked with the Mull Cluster, PTs from Lochgilphead Campus, Campbeltown and Tarbert as well as supporting our SAC school in HALCO. There were plans for further engagement in the summer term which have been postponed until after children and young people return to school.



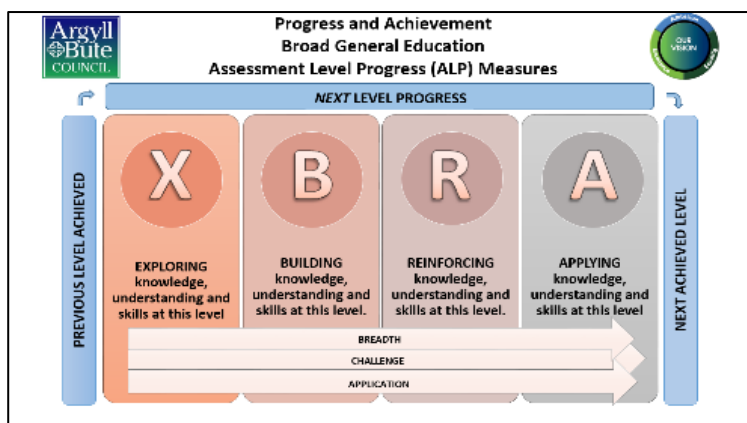
Progress and Achievement

In primary schools achievement in Literacy and Numeracy is measured and recorded at the key points of Broad General Education (BGE) – Primary 1, 4 and 7. The Achievement of Curriculum for Excellence Levels, as evidenced by teacher professional judgement, detail pupils’ achievement in Reading, Writing, Listening and Talking and Numeracy.

Progress and Achievement is a new electronic application which was introduced to Argyll and Bute schools in session 2019-20 to enable effective measuring and tracking of pupil progress within and between Curriculum for Excellence levels over time. Teachers assess and record progress measures at various points on a young person’s journey through a curriculum level, thereby providing more detailed information, more frequently and regularly, on achievement in Literacy and Numeracy at pupil, class, school and authority level. The Progress and Achievement data is analysed and used to target support and intervention strategies, both at school and authority level, to help improve learners’ progress, close the attainment gap and improve outcomes for all our young people.

The Progress and Achievement application also supports tracking and monitoring over time and allows the mapping of a pupil’s learning progress through the BGE, from Primary 1 to Secondary 3. Collaboration with the Early Years Team to develop similar assessments for pre-school children will eventually provide shared progress measures and recording systems from Early Years settings and throughout the BGE.

Over this session parents and carers have started to see changes in formal reports as we work towards standardised reporting across BGE. Formal written reports are created through the Progress and Achievement application and now include progress measures (X, B, R and A – Exploring, Building, Reinforcing and Applying, as illustrated below) to better inform parents about their child’s progress through a CfE level. As the new reports begin to be issued from primary schools, parents across the authority will benefit from consistent content and format of formal reports, giving the same clear and concise information.



Science, Technology, Engineering and Maths (STEM)

The support for STEM, this session reflects the Scottish Government Strategy promoting equity, inspiration and connection: <https://www.gov.scot/publications/science-technology-engineering-mathematics-education-training-strategy-scotland/>

The Scottish Government, through its Enhancing Professional Learning in STEM grant scheme, invited bids from across Scotland and Argyll and Bute were successful with four bids. These four projects varied in size and scope and included:

Cowal – Promote and develop STEM skills.

Bute – Appoint and engineer in residence to work across the Cluster developing knowledge and confidence.

Islay – Build digital capital in the community.

Argyll and Bute (Gary Clark, Digital Lead) – Offer secondment to two PTs to increase STEM learning provision through training and support and additionally providing external training for Technicians.

The two Authority PTs, Laura Campbell and Iain Fulton, have organised and run STEM events for learners, practitioners and parents, provided CLPL inputs, twilights and school visits and also supported schools to collate a range of STEM resources and digital learning opportunities.

Education Scotland, through funding from the Scottish Government have employed a link Regional Collaborative Officer for STEM, Mark Irwin. As well as supporting a number of STEM initiatives in the Authority, including the events run by the two Authority PTs, Cowal's Mission to Mars STEM event and Oban's Under the Sea STEM event, Mark has been supporting the four successful Argyll and Bute bids for funding.

Argyll and Bute has benefitted from working closely with the Education Scotland lead officers. Their hands-on and productive support is appreciated, not only in providing professional advice and support to staff and schools but also in engaging with the uniqueness of Argyll and Bute and helping to reduce some of the barriers caused by our geographic location.

1+2 Languages**Cowal & Bute**

The 1+2 Languages policy aims to ensure that all children and young people are equipped with the skills they need for life and work, and that they benefit from all that learning a foreign language can bring to their lives. In “1+2”, 1 refers to Language 1 (L1) which is mother tongue and 2 refers to the two Languages, (L2 & L3), learned during the Broad General Education (BGE). By 2021, every school in Scotland will offer children the opportunity to learn a first additional language (L2) from primary one, and a second additional language (L3) from primary five. This will continue until they reach the end of S3.

All 11 primary schools in Cowal are delivering French as L2 from P1 onwards. Sandbank PS, Tighnabruaich PS, St. Mun’s PS and Strachur PS are delivering Gaelic as L3. Kilmodan PS delivers Spanish as L3. Dunoon PS delivers British Sign Language (BSL). Other schools in the area plan to deliver L3 next session. Dunoon Grammar School provides French as L2 or Gaelic as L2 for GM pupils. They provide German as L3 in S2 and S3. Spanish is also offered as an option for S6 pupils.

All three primary schools on Bute are delivering French as L2 from P1 onwards. North Bute PS is delivering Spanish as L3 and St. Andrew’s PS are delivering BSL as L3. RJC (secondary) provide French as L2 and Spanish as L3. Both clusters are now working towards ensuring effective progression in language learning from P1 through to the end of the BGE.

Cowal has a Language Leader, who supports local schools and holds termly Languages cluster meetings. There is a vacancy for a language leader on Bute. At present, the Cowal Language Leader is supporting Bute schools. Both clusters are using the online platform- [PowerLanguage Schools \(PLS\)](#) as the main teaching resource to deliver French as L2. This resource can also be used for teaching Spanish and German. The schools teaching Gaelic use the online resource- [Go!Gaelic](#). All schools have resource packs with resources for teaching French. Practitioners can also find teaching resources and information on the [1+2 Languages section](#) of the SALi (Sharing Argyll Learning) blog. The schools delivering BSL will receive resources and training to support this once schools re-open.

During 2019/20 the clusters have been offered various training options:

Partnership working with Education Scotland: The workshop Digital tools for Languages was delivered by Susan Sey, digital skills officer from Education Scotland, as Inset training for the Cowal cluster on 14th Feb 2020. North Bute PS signed up for this training and it has been agreed that a future session will be organised on Bute.

This academic session two teachers from Cowal are enrolled on the French Open University course for primary practitioners.

One teacher from Cowal has successfully completed the GLPS (Gaelic) 18 day course, in Stirling, this session.

Several teachers from Cowal & Bute attend Gaelic twilight training, via VC, in partnership with UHI.

We have provided a four day GLPS training course in Inveraray for teachers across the authority. This was a fantastic opportunity to access GLPS without traveling to Stirling for 18 days training. This training provided an accessible alternative. This condensed version provided an introduction to Gaelic in the primary.

This four day model was also offered in French. Only two of the four days were provided due to school closures this session.

Twilight training Sessions provided for Cowal & Bute:

- French beginners and follow-on training has been provided authority wide using video conferencing (Google meet).
- Two Gaelic taster sessions for beginners were provided virtually for all clusters. These sessions provide a fun introduction to simple Gaelic phrases to be used with learners in class.
- A secondary specialist in Cowal provided a series of twilight sessions at Dunoon Grammar School for French Beginners in term 1 and then follow-on lessons in term 2 of this session. This was well attended by primary practitioners.

Teachers from Cowal and Bute have signed up for French Immersion courses this session. These courses are provided by [LFEE](#), a course provider based in Edinburgh, specialising in training primary practitioners in languages. This project has been made possible thanks to a successful bid for an Erasmus+ grant to develop professional learning in languages for teachers in Argyll & Bute. Teachers spend a week in France during the school holidays and the courses comprise a mixture of upskilling in the language, pedagogy and learning about the culture.

Some teachers attended these courses in October 2019. Unfortunately those who intended to attend these courses during April 2020 have had to postpone. These training opportunities will continue during session 2020/21.

We have been working on a languages upskilling online course with Northern Alliance colleagues. The upskilling videos have now been made available to practitioners to provide a professional learning opportunity during school closures. The full course will be available next session. Family Learning in Languages is taking place in Cowal through a very successful French club at Innellan Primary School. There are 23 participants each Thursday afternoon for an hour, made up of pupils, siblings, parents and grand-parents.

In February 2020, Kirn PS hosted a French primary student teacher for a three week placement. Dunoon PS also hosted a French student teacher for a one week placement. This was organised with our French local authority partners, Amiens and the Université de Paul Valerie. These were highly successful visits and we intend to continue development of this international partnership working.

In March 2020 a successful [Gaelic Intergenerational learning event](#) was held at Tighnabruaich PS. This involved bring together P1-3 pupils, senior pupils from DGS and older people who live in the Tighnabruaich area to learn Gaelic. This project was organised in partnership with the Cowal Befrienders. All the generations enjoyed a meal together and then went on to learn the numbers one to ten in Gaelic, with the DGS senior pupils facilitating the learning. The event culminated in a fun game of bingo in Gaelic.

The Cowal area has started a Pre-5-P1 French transition project this year. Pre-5 settings across the cluster have engaged with 'The Rainforest Adventure' project. The project focuses on simple French language learning around the theme of the Rainforest. The children engage with a musical story and then come together with other settings for a family event. This project then continues into P1 using the follow on 'Under the Sea' story. At present, alterations have been made to the project as a result of school closures.

Cowal & Bute both took part in the P7/S1 French Comic Book Transition Project in 2019 and will continue to build on this in 2020 ([Examples of work from previous project](#)). There is a positive relationship between the primary and secondary sectors within the area. This joint project has helped to build effective transition links, in conjunction with all schools using the [Argyll & Bute French Key Language Progression framework](#) and regular communication during cluster meetings.

Rothesay Joint campus organised a highly successful International week in March 2020. By involving families from diverse international cultures, the school was able to showcase and promote all the diverse cultures and languages which exist on Bute. This cultural week also encompassed cookery and art.

Bute has taken a whole cluster initiative to promote the use of [BSL on the Island](#). A local resident has volunteered in St. Andrew's PS and Apple tree nursery to help the pupils learn BSL. This has helped greatly to raise the profile of BSL on the island and now all three schools are keen to go forward with a whole cluster approach of teaching BSL as part of the 1+2 Languages initiative, next session.

Cowal engaged with the first ever Scottish Languages week which took place from the 3rd-7th February 2020. This will now be an annual event designed to promote language learning in Scottish Schools. [Videos from DGS during the week](#)

Lochgoilhead PS took part in a successful Arabic pilot project this session. They received 10 weeks of online sessions to discover Arabic culture and language and the life experience of a refugee. This course was organised in partnership with SCILT (The Scottish Centre for Languages) and NaTakallam, an organisation which works with refugees.

SCILT have now developed an online Arabic Language course for primary and secondary in line with CfE. Tighnabruach PS, Lochgoilhead PS and DGS have all secured places for these courses next session. Rothesay Joint Campus has also expressed an interest to be included on this pilot. This session Argyll & Bute primary school menus have been made available in French and Gaelic to all schools. This has been a useful resource to help embed L2 into classroom routines. [French Menu](#) [Gaelic Menu](#)

This session there has also been an initiative to develop virtual communication across the clusters. All future languages cluster meetings will be held using Google meet. It has been identified that this is the most effective and inclusive means of communication considering the geographical challenges of bringing teachers together for after school meetings.

Primary Gaelic Education

Children come to Gaelic Medium Education (GME) from a range of family backgrounds. These vary from a family in a strong Gaelic community to an environment where no Gaelic is spoken. Learners in a GM setting hear and, in time, speak, read and write Gaelic. It can take time for children to become confident in Gaelic, but opportunities are given to them to interact with other Gaelic speakers in a range of situations which enhance their confidence and build their feeling of success. The language of communication in GM settings is Gaelic and all areas of the curriculum are taught through the medium of Gaelic.

Our GM learning environments are visually stimulating with the development of language at their core. There is a focus on Gaelic grammatical structures and phonology and accuracy in the use of the language will be reinforced at all times.

In the daily life and routines of our GM centres, Gaelic is the predominant medium of communication, providing good models for the children, and this can be considered an element of the Gaelic Medium immersion phase. The range of teaching methodologies employed enables the children to learn Gaelic in situations that are real, familiar and natural to them. Real-life and imaginary contexts enhance challenge, choice and enjoyment and give ownership of learning to the children. The spoken language is of particular importance at this level and play-based learning is balanced with the learning of skills and techniques for reading, including Phonics. Learners have the chance to explore patterns, sounds of language and events and characters through stories and other texts that they watch, read or listen to. Learners learn new words and phrases to be used in conversations that allow them to talk to, play and work with others.

GME in Bute and Cowal

In 2018 Sandbank Primary School opened its purpose built Gaelic ELC. Since then the number of children entering GME has increased significantly, securing the future of the Gaelic language in the Cowal area.

The primary pupils transition to Dunoon Grammar School, where Gàidhlig Medium pupils are regularly presented with interesting opportunities to use and develop their language outside of the classroom. These include regular, termly activities such as drama workshops with well-known Gaelic actors, Gaelic Medium sporting activities such as orienteering and gorge walking and the opportunity to work with pupils in Sandbank Primary School. Pupils are offered the chance to visit local Gaelic communities, such as the community in Islay, and communities further afield, such as Nova Scotia, with an aim to visit every three years. This is just a small taste of the variety of enrichment activities offered for Dunoon Grammar School Gàidhlig pupils and the programme is always changing due to the responsiveness of school staff.

Health and Wellbeing

Health and Wellbeing, which is the responsibility of all those who work with children and young people, sits at the heart of the [GIRFEC](#) approach and reflects the need to tailor the support that our children and their parents are offered in order to ensure that individual needs are met. This is the 'golden thread' that runs through our educational ethos and curriculum and is reflected in Argyll and Bute's vision and values in [Our Children, Their Future](#).

The teaching and learning of Health and Wellbeing is given special focus in **Personal and Social Education (PSE), Physical Education and Health and Food**. Learning experiences in these areas enable our children to build resilience; manage risk; deal with peer pressure; make informed choices to keep themselves safe and healthy; know how and where to seek help and have the confidence to reach out to others when they need to do so; understand and accept real or perceived differences in others; comprehend that individuals have rights and responsibilities; prepare for the emotional, social and physical transformations that happen in their lives; learn how to cope with change and loss; and to make appropriate, informed choices for their life and learning.

PSE

Following the publication of the Scottish Government's [Review of Personal and Social Education](#) in January, 2019, Argyll and Bute's Education Team set out to undertake an audit of PSE provision within all of Argyll and Bute's schools. Stage 1 of this audit focused on Secondary Schools and was published in June, 2019. Stage 2, a review of HWB/PSE provision in primaries, is in process and will be resumed when schools return following the current crisis.

A working group comprising education practitioners and partner agencies was initiated in March, 2019 to guide our HWB/PSE strategy and a bank of resources has been made available to primary and secondary staff in SALI.

Mental, emotional, social and physical wellbeing

I. Equalities and Inclusion

Anti-bullying

Argyll and Bute's Education department produced its updated Anti-Bullying Policy in September, 2019. The policy was built around the Scottish Government's [Respect For All](#) (2017) policy and reflected the views of children in primary and secondary schools who were consulted on their opinions and experiences of bullying. The Education Service received input from national agencies such as *respectme* and *Stonewall Scotland* and from school practitioners and partner agencies to ensure that it was fully compliant with national policy and articulated with local needs. Approximately 50 staff across primary and secondary schools took part in the training sessions delivered by *respectme* in November to raise awareness of the key principles of both local and national policy and to support planning for school strategies, to improve relationships and prevent bullying.

There was an excellent response in February, 2020 from Argyll and Bute's primary and secondary probationer teachers to training on our new policy. Further professional development had been planned for April.

Schools have been asked to update their own anti-bullying policies by June 2020 and effective examples have been received from a number of schools across the authority.

To complement our updated Anti-bullying policy, an Equalities policy toolkit was issued this session to all schools. This outlined ways in which schools could promote equality and inclusion and celebrate diversity within their school.

LGBTQ+

Following publication of the Scottish Government's [2019 National Improvement Framework and Improvement Plan](#) (Scottish Government) in which is reiterated the Government's commitment to enhance LGBTI-inclusive education across all schools, Argyll and Bute Education Services set up its own LGBTQ+ network comprising representatives from schools, CLD, youth groups, pupils and partners such as NHS and SDS. Since its inception the group has provided guidelines and suggestions for resources to primary and secondary schools as well as training for staff, partners and children and planning of events. The *Getting It Right for our LGBTQ+ children* and young people event held in September, 2019, was well attended and received excellent feedback.

Iona Primary school has provided an example of commitment to gender equality and diversity through the creation in its nursery setting of a programme that supports children to become aware of gender-based bullying and stereotyping and promotes non-stereotypical and alternative gender roles, language, aspirations and behaviour.

Understanding that families are different and celebrating diversity is the first step for very young children in understanding diversity. Craignish Primary's Easter Garden Competition helped children to realise this outcome by engaging pupils and their families in a creative gardening project, demonstrating the diversity of families and their talents. The school has also established a range of lunch clubs, including a gardening club, dance club and news clubs to enhance inclusion, social skills and emotional wellbeing.

II. Nurture

Primary schools across Argyll and Bute, supported by the expertise of our Educational Psychology Service, continue to support the needs of vulnerable pupils through effective nurturing programmes that promote early intervention and aim to improve the wellbeing outcomes of children through development of emotional literacy and social problem-solving skills. These include Roots of Empathy, PATHs (Promoting Alternative Thinking Strategies), and Lessons for Living. These programmes, which complement Argyll and Bute's comprehensive approach to supporting mental health and wellbeing and addressing the needs of children with Adverse Childhood Experiences (ACES) are outlined in [Our Children, Their Mental Health and Wellbeing \(2018\)](#).

One notable example amongst several is that of Inveraray Primary School's nurture group, the aim of which is to help a small group of pupils to start their week positively and to become more ready to learn by processing their thoughts. Training is provided by the Head Teacher and by the Psychological Service. Data collated by the school has indicated that pupils feel more positive about learning, better supported by their peers and are better at working together. This evaluation

is in turn reinforced by the school's recent HMIE report which remarked upon the calm and positive ethos within Inveraray Primary.

III. Access to Free Sanitary Products

The Access to Free Period Products initiative is now in its second year. Schools received a per capita allocation of £9.00 for each P6 to S6 female pupil. Many schools are using teaching and learning to highlight body changes, puberty and menstruation, particularly the resources available at second level in the new [RSHP](#) resource, which is available to everyone online.

In primary schools the First Period packs were particularly popular and some are using these as part of the P7 to S1 transition programme, underpinned by Health and Wellbeing experiences and outcomes.

During the Covid-19 crisis, Argyll and Bute education services have endeavoured to ensure that no child or young person goes without access to free period products and to this end an agreement was reached with *Hey Girls*, one of Scotland's main providers of period products, which enables families to order from a range of products using a survey monkey link. In the period of time between 5th and 27th April, 451 orders were received from families across the authority.

Next session, we hope to roll-out our plans for enabling children and young people in primary and secondary schools to have a greater say in how their period product budget is spent through *participatory budgeting* structures.

Substance Misuse

Smoke Free Me

In the 2019-2020 session, P6s and/or P7s from over 50 schools in Argyll and Bute participated in Raenbow Productions' *Smoke Free Me* drama. The aim of the programme, which includes lessons prior to and after the drama performance, is to enable children 'to make informed choices when discussing healthy lifestyles'

Relationships Sexual Health and Parenting (RSHP)

I. Speak out. Stay Safe

As part of its wider safeguarding and child protection strategy, Argyll and Bute Education Service continued its partnership with the NSPCC to deliver the *Speak out. Stay safe* child safety programme. A total of 39 primary schools were visited in the period from September 2019 and March 2020. The target this session of ensuring that all schools were encompassed within the two year cycle and to give every primary child the opportunity to participate in the safety workshops by the time they reach secondary school was almost achieved but was interrupted by the Covid-19 crisis. Some schools also took advantage of the parental workshops offered by the NSPCC to complement the children's sessions.

Our partnership with the NSPCC and the service that they offer are key aspects of our work to ensure that Argyll and Bute's children are empowered to speak out against abuse, are aware of their rights and of how to keep themselves safe.

II. RSHP resource

The [RSHP](#) resource, which was formally launched in September, 2019 is designed to work in tandem with the document [Key Messages for Young People on Healthy Relationships and Consent](#) (Education Scotland, May 2019). While this document is aimed at those working with young people of secondary-school age, separate guidelines for those working with younger children are being developed. In February, 2020, the Education Service held a meeting with school nurses to consider ways of supporting school staff, particularly those in primary schools, to build confidence and skills in delivering relationships, sexual health and parenting education. Schools were provided with training resources to deliver information about the new resource to parents and school staff and this was reinforced by visits to those individual schools that had requested bespoke professional learning. Argyll and Bute education services plan to roll-out authority-wide training on the new resource. We hope that this will articulate with Education Scotland's plans to provide up to two trainers in each authority as well as knowledge-based e-learning units.

Health and Food

Good2Go Nutrition in schools

From September 2019 to March, 2020, clusters of primary schools in Mull, Kintyre, Oban, Bute and Mid-Argyll took part in the *Good2Go* Health and Wellbeing CPD programme, run by Jan Chapple, Lead Paediatric Dietitian. *Good2Go* is an age-and-stage relevant, school-based health & wellbeing programme for Primary 1 through to Primary 7, developed specifically for Argyll and Bute primary schools. It brings together the expertise of health promotion specialists, dietitians and the skills of teachers.

The training session helps school staff to enhance their understanding about childhood obesity as well as national recommendations and policies; understanding of key concepts about nutrition and energy balance; and where to find advice and support.

Following the Scottish Government's [Consultation on Nutritional Requirements for Food and Drink in Schools](#) (June, 2019), and Argyll and Bute's publication of a new set of guidelines to develop a cohesive approach to nutrition, the *Good2Go* programme is proving useful to primary schools in creating a whole-school strategy for Healthy Eating.

The programme will resume following the re-opening of schools.

GIRFEC

Wellbeing Application

Members of the Inclusion and Equalities Team and Administrative officers have been collaborating this session to develop a strategy for supporting primary and secondary schools in achieving the target of recording all Child's Plans on SEEMiS wellbeing application by June 2020.

Training was given to ESOs and other central team staff in March 2020 and together the team created a flow chart to guide school staff through the process.

The next stage of our strategy was to consult schools on their progress and to identify particular difficulties and obstacles to progress. There was an excellent reply rate to this consultation and in October, 2019 the group met to plan training on the Assessment and Action Plan sections of the Wellbeing Application to take place from January, 2020.

Response to the training was very encouraging, with around 80 staff (including clerical, classroom and ASN assistants) taking part.

As well as highlighting the benefits of the application including compliance with GDPR; ease of access to documentation in a single secure location; ease of managing wellbeing information at key transition stages; and assimilation of a range of data from *Click&Go*, the team was able to highlight the importance of ensuring that the content of the plans lead to meaningful assessment and analysis, authentic recording of the views of children, parents and carers, and effective collaborative action to ensure the best possible outcomes for our children and young people.

Physical Education, Physical Activity and Sport

Scottish Government Initiative 2 hour quality PE per week in primary schools

Most schools in Argyll and Bute achieved the two-hour weekly provision of quality physical education in 2019, although there are currently strategies being developed to raise the participation rate further. The means of reaching this target has varied, some schools using their own staff to deliver physical education in timetabled sessions, while others use a mixture of *Live Argyll* specialists, peripatetic PE teachers as well as their own staff in delivery.

Schools also continue to draw upon expertise in their local area, such as Kilmartin primary school's Shinty programme.

PE development

There has been continued development and progression across the authority in the implementation of the *Connections* PE resource, which helps to build knowledge and confidence in staff to ensure, in turn, that children receive the high quality experiences in physical education that will help them develop the skills, knowledge, confidence and motivation for lifelong physical activity.

During the Covid-19 crisis, many schools continue to provide a structure for physical activity for their pupils, through the medium of *Google Classroom*, while adding an element of familial participation and reinforcing the links with literacy and numeracy.

School swimming

The authority has continued to provide funding to primary schools to enable them to cover the costs of swimming sessions and of transport, where required, to their local swimming pool. The structure of these sessions varies according to the size and location of the school. However, most primary schools continue to provide the opportunity to take part in sessions for periods of between 4 and six weeks, across age groups.

Daily Mile

A large number of primary schools participate in this initiative to raise the level of physical activity of their pupils and to enhance inclusion and cohesion. Some schools have also increased the impact of this experience by including elements of progression, for example by using evaluative

techniques such as monitoring fitness, heart-rate etc.

Outdoor Education and Outdoor Learning

Schools across Argyll and Bute continue to maximise the advantage of their outstanding environmental and natural resources to promote all aspects of health and wellbeing through individual school initiatives and programmes such as Forest Schools.

Active Schools

The Active Schools data for school year 2019-2020 is encouraging, despite not having any term three data, and term two being cut short by two weeks due to COVID-19. The headline measure of “visits”, which is a general measure of how much activity there was in Active Schools sessions for terms one and two in 2019/2020 was 107,545, which is 15% higher than for the comparable period for the previous school year. It is also encouraging that in both terms, Active Schools had a higher number of participants than last year. Term one saw an 18% increase in the number of pupils taking part and term two had a 26% increase in participants. It should be noted that this figure does not take into account pupils who may take part in more than one session – any pupil taking part in various clubs will be recorded for each of their clubs attended.

If looking at distinct participants, which removes any duplicates caused by people attending more than one club, this measurement can only be compared for whole year data, as this is only obtained at the end of the year. In the school year 2019-20, which didn't include any term three clubs, 4685 pupils took part in clubs, which is 45% of the whole school roll. In the previous school year, for all three terms, 5499 young people took part in our programmes, which is 52% of the school roll.

Specific activities which we run in primary schools include:

- Primary Sports Leader Programme
- Support of Primary Sports Leaders to deliver lunchtime activities – circa 150 primary pupils per term delivering extracurricular clubs
- Virtual Games
- Support for Lunchtime and after-school clubs
- Organisation and Support of cluster clubs

Some highlights from last year include the new breakfast and activity club in Campbeltown and a large inter-school badminton festival. The most popular activities across the primary schools last year were football, multisport and dance/movement.

The active schools team have worked on their plans for schools returning, to ensure that we can support the health and wellbeing of pupils returning from the prolonged break from attending school. We have a strong focus on primary schools, as requested by our partners in the Education Department, as well as Leadership programmes in our secondary schools.

Digital Literacy

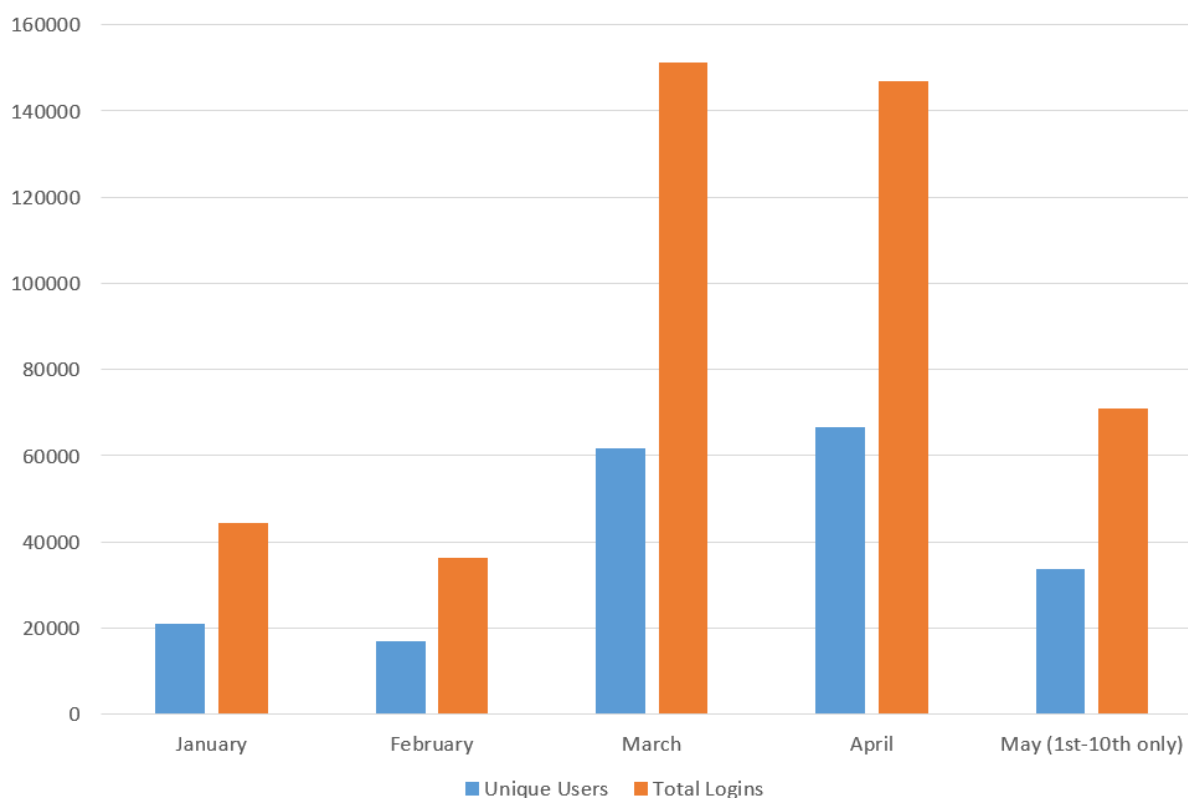
The following report summarises The Digital Education Team's work with learners, teachers and their schools in session 2019-20. It includes support with online learning, professional learning, resources, school events, STEM (Science, Technology, Engineering and Maths) initiatives and digital infrastructure.

Glow Usage Statistics

Glow is the online platform through which teachers communicate, plan and learn, and via which children and young people access digital learning, both in school and at home.

Areas

- *Bute and Cowal (B&C)*
- *Mid Argyll, Kintyre and the Islands (MAKI)*
- *Oban, Lorn and the Isles (OLI)*
- *Helensburgh and Lomond (H&L)*



Digital Support Website and Webinars (<https://sites.google.com/ab.glow.scot/g-suite/home>)

When the Covid-19 crisis began in 2020, schools were required to adapt teaching and learning methods rapidly. Some schools had already embraced an element of online learning, but even for schools who were quite a way down the path already, working entirely online presented a challenge. In response, the Digital Learning Team created a website dedicated to supporting Argyll and Bute teachers with the digital tools that are available and safe to use. The support site provides: numerous written and video guides on how to complete various tasks within Glow and Google G Suite; links to regular live webinar sessions for staff to attend with members of the

Digital Learning Team; and links, advice and guidance about staying safe online. In addition to this support, the team has addressed a high volume of support requests (via email and phone) from schools in relation to online learning delivery (especially Glow accounts and G Suite support).

Below is the number of attendees for our webinars per week from 23rd March to 27th April

Week Commencing	Total Webinar Attendees
23/3	27
30/3	32
6/4	0
13/4	0
20/4	52
27/4	80

Sharing Argyll Learning (SALi)

Argyll and Bute Council's "SALi" (Sharing Argyll Learning ideas) website, contributed to by staff across the curriculum and maintained by the Digital Learning Team, has been updated to include new sections containing learning resources (including information, activity ideas and timetables) to aid staff, parents and pupils in learning at home. There is a section for Early Years and a section for Early, First and Second Levels. These materials include a separate resources section for Early Years. Links to these pages are below:

Early Years - Downloadable Resources:

<https://blogs.glowscotland.org.uk/ab/sali/2020/03/19/downloadable-resources/>

Learning Resources (Early, First and Second Levels):

<https://blogs.glowscotland.org.uk/ab/sali/2020/03/19/learning-resources/>

The following article on the Council website also includes areas in which the Digital Learning Team has been providing extensive support: <https://www.argyll-bute.gov.uk/news/2020/mar/teaching-staff-work-hard-deliver-remote-learning-resources-pupils>

Twilights/CLPL (Training - Glow/G suite):

From August 2019 to April 2020, Digital and STEM face-to-face twilights, training and CLPL have been delivered to 258 staff from all educational sectors across Argyll and Bute. Taking into account overlap between Digital and STEM in several of these sessions, 152 of these sessions included Digital skills delivery, and 163 included elements of STEM.

Digital Learning Team Strategy 2020-2023

The team is developing the next iteration of its three-year strategy; we will continually review our approach to digital learning to ensure it keeps pace with emerging technological developments, as well as ensure that it continues to augment learning and teaching, raising attainment and engaging and inspiring learners. Furthermore, given the continuing shift in the nature of emerging digital

technologies, continued investment from the Education Service in this area is important.

We envision a digital learning implementation in Argyll and Bute where:

- Educators have the skills and confidence to support learning through the effective and appropriate leveraging of digital technologies.
- All learners have the opportunities and means to develop as digital learners through improved access to digital technology.
- Digital technology constitutes a central consideration in all areas of curriculum and assessment.
- Leaders of change are empowered to drive innovation and investment in digital technology for learning and teaching.

These are the four cornerstones of the vision we seek to realise for digital learning in Argyll and Bute for staff, pupils and the community.

Pupil Voice

Our implementation, and continued development, of digital learning will take into account pupil voice and, in doing so, allow pupils to exercise their right to participate through mutually respectful dialogues with adults. This will ensure that children and young people are more clearly recognised as participants in education settings, and that their voice informs digital learning plans going forward.

An ongoing series of focus groups has obtained feedback from pupils on usage of different devices in their schools.

Large-Scale Events

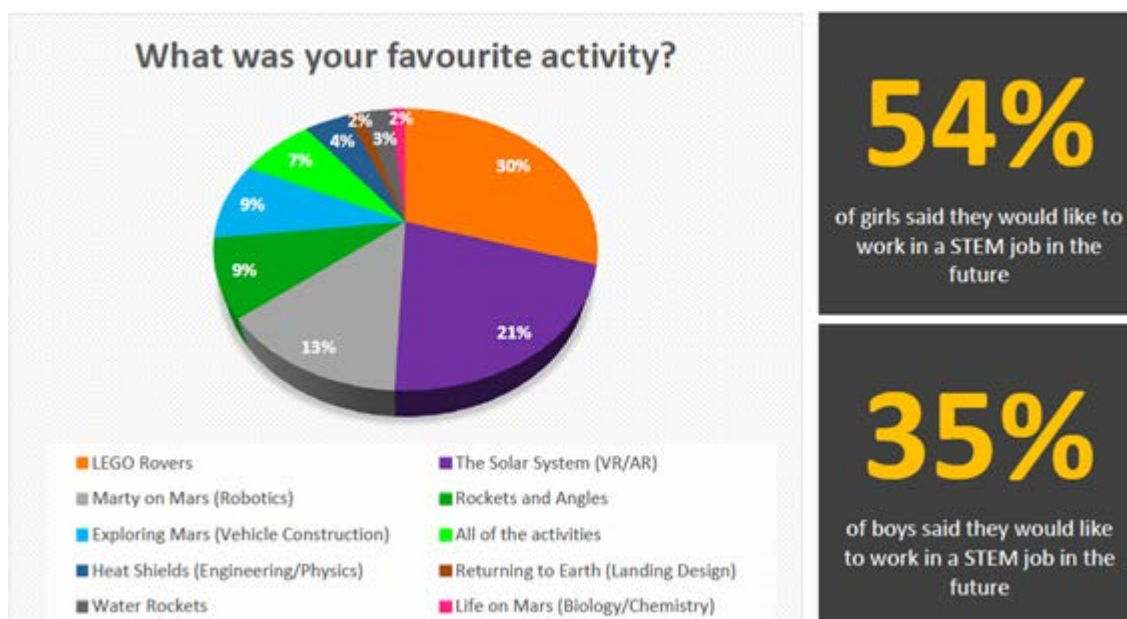
DigiFest: Cowal Family Learning at the Queen's Hall

In September 2019 the Digital Learning Team teamed up with Dunoon Presents to facilitate an exciting "DigiFest" at the Queen's Hall in Dunoon. Special guest Morgan Spence brought LEGO to life in two exciting workshops about stop motion animation techniques using iPads. The Digital Learning Team led workshops in robotics and virtual reality. Mr Stoddart from Dunoon Grammar School joined us to showcase pupil work utilising Scratch, and the day was concluded with the Digital Learning Team running a "rob a [fictional!] bank" hacking workshop (supported by software developed by Craig Steele) focussing on cyber security and online safety. Overall, the day was attended by 65 pupils and 30 adults/parents

"Mission to Mars" (<https://www.argyll-bute.gov.uk/news/2019/dec/mission-mars>)

On 12th December 2019, P5 pupils from schools across Cowal joined an exciting STEM-themed "Mission to Mars" event at Dunoon Grammar School. The primary pupils got the chance to try a variety of STEM activities, including programming a robot for travel on Mars, building rovers to roam the surface, designing a landing for returning to Earth, constructing water rockets and experimenting with fins for different launch trajectories, exploring materials to use for a heat shield to protect astronauts, testing "Mars" soil to investigate life on Mars, and exploring Mars and the Solar System using virtual and augmented reality.

To gather pupil voice, an evaluation was undertaken at the event's conclusion; highlights from the pupil responses to this evaluation are below:



Learning Delivery Statistics

Digital and Science Learning Delivery: Pupil and Staff Statistics (Overall)

Over the period of August 2019 to April 2020, 86 hours of digital learning have been provided to 964 pupils ranging from Pre-5 to S1 (438 girls and 523 boys) and (during both lessons and training) 220 staff. From November 2019 to March 2020, the Digital Learning Team worked with two STEM teachers to deliver science learning to 310 pupils (137 girls and 173 boys) and (during both lessons and training) 192 staff.

STEM Learning Delivery: Pupil and Staff Statistics (by Cluster)

By cluster, the Digital Learning Team's statistics for STEM learning delivery from August 2019 to April 2020 are distributed as follows:

Cluster	Pupils	Staff
Bute and Cowal	526	150
Helensburgh and Lomond	120	3
Mid Argyll, Kintyre and the Islands	219	33
Oban, Lorn and the Isles	429	84

Digital Hub

The Digital Hub (based in Dunoon but providing an outreach service across Argyll and Bute) provides exciting technology-related learning opportunities to enable our children and young people to become creators of digital content, rather than just being consumers of it. Through the workshops offered by the Digital Hub, we seek to inspire our learners to think creatively about technology and consider how it can be used to improve the lives of people across the world. This engagement helps them acquire the necessary employability and digital communication skills to

have the best start in life and succeed in a career landscape where the demand for technical skills is embedded in almost all employment sectors in some form.

The Digital Hub's workshops include programmable LEGO, robotics, Raspberry Pis, Minecraft, video game design using Kodu, Scratch, stop motion animation, green screen, 3D design using TinkerCAD, Sphero Bolts, augmented reality ("AR") and BBC micro:bits. In September 2019, the Hub also hosted a "How to Steal a Pizza" activity attended by pupils from three primary schools. The event discussed cyber security, looked at how to make a website more secure to prevent cyber attacks, and promoted safe, legal and responsible use of the Internet. Similarly, the Digital Learning Team has produced guidance on cyber security and online safety, which can be found in its SALi section and is also linked to from the team's Google Site.

STEM Grant

The Digital Learning Team has been successful in obtaining funding for an Education Scotland STEM professional learning grant - £62045.33

The aim is to actively promote career-long professional learning and take steps to address unconscious bias and promote gender balance within STEM.

Two science teachers were appointed over a 3 month period. During this time 274 staff from early years to secondary engaged with the STEM programme. In the three months that the STEM teachers have been in post they have visited 36% of schools and provided a variety of workshops and CLPL sessions.

Staff confidence in using STEM in this cross curricular contexts has increased by 25% with 100% of staff surveyed saying that they would be confident to include Science and Maths in any cross curricular topic.

Digital Learning Team Recommendations for New Build Schools (in the Council's learning estate strategy)

"The implementation of Digital Learning in Argyll and Bute must remain current with constant technological evolution in order to continuously be effective in providing our learners with a flexible, modern education experience that provides them with positive opportunities and outcomes both in education and for their future. An important consideration for this, therefore, is that new school builds should incorporate technology appropriate for a modern education establishment and the infrastructure needed to support this.

This would include: a flexible network infrastructure paired with a fast, reliable Internet connection that also offers Wi-Fi coverage across the entire school; a Skype for Business telephony system; network-capable interactive panels for classrooms and other learning spaces; and the means to support virtual learning environments ("VLEs") in order to virtually remove the walls of a classroom and provide "anytime, anywhere" learning."

Digital Learning Team Resource Bank

The team offers a variety of kit from its loan bank which schools are welcome to borrow; to request kit, staff should contact the Digital Learning Team at: digitalhub@argyll-bute.gov.uk

The kit which can be loaned from the Resource Bank includes:

- Sphero Bolt, Sphero SPRK+ and Sphero Mini
- LEGO Mindstorms EV3

- LEGO WeDo 2.0
- Makey Makey
- Code-a-Pillar (for Early Years/younger pupils)
- Voice Pads (for Early Years/younger pupils)
- Dash (a robot that works with several apps, some of which are suited to Early Years/younger pupils, but some offer more advanced coding)
- Dot (a companion to Dash)
- A green screen for use with the Green Screen app
- VEX Robotics
- K'Nex
- BBC micro:bit
- Robo:Bit (a “car” for the BBC micro:bit)
- Raspberry Pi
- Parrot Minidrones
- MERGE Cube (augmented reality using an iPad camera)

The team regularly investigates new technologies and this Resource Bank expands as more technologies with educational benefits are identified.

Introduction of Chromebooks into Schools

Chromebooks, which are Google-designed devices (primarily laptops) running the Linux-based Chrome OS, have been the subject of an extensive pilot involving both primary and secondary schools, with varying bandwidth capabilities. Chromebooks have been very well received by staff and pupils citing benefits such as: the fast startup time; the long battery life and thus only an infrequent need to charge the devices; and the touchscreen capability and the resultant ability to use the device as effectively either a laptop or a tablet (the latter achievable by fully rotating the screen backwards). The touchscreen was also found to be useful for pupils with co-ordination or learning difficulties, as well as a pupil who had an injured hand.

Following the pilot's conclusion, Chromebooks have begun to be purchased by schools, and further adoption of the devices by schools is likely to increase, to which a contributing factor is that Chromebooks are now available to schools through the Device Replacement Programme.

iPad management

In 2019, Argyll and Bute council invested in a new Mobile Device Management (MDM) system to enhance the management of iPads within schools. During the summer break of 2019, the Digital Learning Team worked hard to enrol hundreds of iPads into the new management system. The new system allows the Digital Learning Team to support schools by remotely installing the latest educational apps and also ensuring the iPads remain current with software and security updates. As of May 2020, 2425 devices have been enrolled into Jamf (2408 iPads and 17 Apple TVs).

Support for Dunoon Schools

In addition to the technology sessions offered by the Digital Hub, the building has also hosted sessions for specific schools - Sandbank Primary School and Dunoon Primary School pupils have both enjoyed sessions tailored to them at the Digital Hub, with the latter school attending several sessions taking place during the school's refurbishment. These sessions allowed the pupils to learn about technology while parts of their school were inaccessible, and they included: Scratch;

LEGO robotics; augmented reality using MERGE Cubes; Marty the Robot; and Scratch, which was also continued in a subsequent visit to the school. Sandbank pupils, meanwhile, learnt about programmable Sphero SPRK+s (spherical ground-based drones), Robo:Bits (vehicle frames operated using tiny BBC micro:bit computers) and LEGO robotics also.

Rural Growth Deal

The Scottish Government STEM (Science, Technology, Engineering and Mathematics) strategy is to build Scotland's capacity to deliver excellent STEM learning, and to close equity gaps in participation and attainment in STEM. It also aims to inspire young people and adults to study STEM, and to provide a better connection between STEM education and training and the needs of the labour market in Scotland.

Given that 17% of our population resides across 23 inhabited islands, it is difficult for some of our island and rural communities to access STEM engagement experiences (such as those located in Aberdeen, Dundee, Edinburgh and Glasgow). Consequently, various sources of funding are being explored and investigated for the creation of mobile STEM Hubs. This proposal has been included as a possible option within the Council's Rural Growth Deal (RGD) under the section "Attracting – Skills, Training and Education".

Community Learning Service

Community Learning and Development (CLD) is a method of working with groups and individuals of all ages to engage in learning, personal development and active citizenship. The Community Learning Service in Argyll and Bute works with young people, adults, families and groups to;

1. Improve life chances for people of all ages, including young people in particular, through learning, personal development and active citizenship.

2. Stronger, more resilient, supportive, influential and inclusive communities.

The Community Learning Team is made up of degree level professionally trained practitioners who can work comfortably with both adults and young people in a variety of formal and informal settings. CLD activities can positively impact on pupils and parents by raising aspirations, increasing parental involvement, improving outcomes and narrowing the attainment gap.

The type of learning activities we offer include;

1. Basic skills for adults that help increase engagement in their children's learning.
2. Bespoke activities that are specifically designed to enable adults and children to learn together.
3. Programmes that enable adults to learn how to support their children's learning. The programmes are often linked to key points in the child's education e.g. school readiness or to health and wellbeing e.g. healthy eating, outdoor games.

Community Learning Service Activities in Primary Sector 19/20

Bute and Cowal

- Offer of homework support sessions for parents sent out to primary schools across Cowal and nurseries for children transitioning into primary schools.
- Family Learning "Let's Go Mondays" on Bute

Authority Wide

- Literacy work with parents across Argyll (1to1 sessions)
- GIVE Programme – P7's targeted for Summer and October volunteering and capacity building programmes

High Quality Learning and Teaching in Bute and Cowal Primary Schools**Bute Cluster****St Andrew's Primary School**

The pupils at St Andrew's Primary have been working hard to develop their language skills by learning British Sign Language. Mr Liam Dunnachie, a local BSL tutor, kindly volunteered to share his extensive knowledge with the children of St Andrew's Primary and Apple Tree Nursery. Senior pupils had weekly lessons and are now on track to share their knowledge with younger pupils as BSL leaders. Several staff members and parents also attended BSL training sessions and parent volunteers have led learning sessions for P1/2/3.

Pupils have enjoyed signed singing sessions with the children in Apple Tree nursery and have performed at events in the community.

Our pupils have been focused, enthusiastic and proud of their efforts. This new challenge has created a real sense of achievement and pride throughout the school community.

Raising attainment in Literacy is a key focus on our school improvement plan and this also links with local authority education priorities as outlined in Our Children, Their future. Likewise, Languages 1+2, is an important National initiative which our BSL success feeds in to.

North Bute Primary School

This session we successfully won an allocation from a National STEM Award fund. With this we bought new equipment for our school, enabling all children to improve their STEM skills. Health and Wellbeing improved for children through being outdoors and physically seeing something they have created. Knowledge of plants and wildlife and how to live in harmony developed. Knowledge of how people used to live in Bute hundreds of years ago was enhanced. We also ran after school clubs where children learned to make things from wood, use a sewing machine and programme a microbit.



This resulted in us making a 'real' boat, children taking up the hobby of sewing and children buying their own microbits and discovering robotics.

We also ran community events working with a local boatbuilder, dressmaker, computer programmer, story teller, maths teacher and with a local business, Bute Fabrics in a bid to develop Bute's Young Workforce.

Nationally, it is an expectation that, 'All learners experience relevant and engaging STEM learning, in both formal and informal learning settings' (Scottish Government, 2017, p.9) whilst, at authority level 'Our Children, Their Future'(OCTF) asks that:

- '1: We will raise educational attainment and achievement for all
- 4. We will equip young people to secure and sustain positive destinations and achieve success in life
- 5. We will ensure high quality partnership working and community engagement'

Rothesay Joint Campus (Primary)

International Week – 8th-13th March 2020

This event included pupils from all primary classes and the ELC. The Pupil Council helped lead class planning focussing on two key aspects for the week - to promote the many different languages spoken in the school and many cultural differences we celebrate and to build further partnerships with parents/carers.

The project was planned to promote literacy, numeracy and health and wellbeing and the values outlined in Our Children, Their Future 5 - promoting partnership and community engagement. Progress throughout the week was documented on our Facebook page.

Each group of children chose a country to focus their learning on and researched cultural aspects of that country, including the language spoken, capital cities, national flags, food and interesting facts. The pupils also chose an aspect of art to represent which would lead to a whole school display.

A highlight of the week was the number of parents and staff who visited classes to cook authentic dishes. Pupils were open to trying new tastes and sometimes surprised to find out where some of their favourite foods come from.



Mr and Mrs Virdi show P7-6a how to prepare an authentic curry with vegetable samosas.



Mrs Altinawi cooks an authentic Syrian meal with P3-2.

Every pupil made a passport and 'visited' a number of other countries where that class taught them all about their findings. The passports were then stamped before pupils travelled on.

Pupils researched outside of school, visiting the local supermarket to trace food miles, cultural food choices and links to take-out restaurants.

To celebrate International Week a whole school assembly was held to share learning and discuss how fortunate we are to have so many different cultures and languages represented in our school.

Pupils dressed in colours representative of their countries.

A quiz showed that pupils could recall a great deal about their own and the other countries studied.

As well as sharing work with parents and carers, a beautiful display at the entrance to the school is there to share International Week with visitors to the school.

The whole week was coordinated by our EAL Coordinator, Mrs P Till.

Cowal Cluster Primary Schools

Kilmodan Primary School

P1-6 at Kilmodan Primary School have been working on their John Muir Award this session with Miss Shaw. They have learned about John Muir and some of his adventures, made bug bunkhouses, written poems, songs and stories inspired by the outdoor environment and taken part in the Big Schools' Birdwatch. There have been links to lots of different areas of the curriculum with learning taking place both indoors and outdoors.

One of our favourite parts of the John Muir Award was going for a walk along part of the Cowal Way with Charlie Collins, one of the Cowal Way Rangers. He told us all about Ascog Castle, the old gunpowder mill at Millhouse and the memorial to the people who died while working in the gunpowder mill. We were very lucky to get out for our walk just before the schools closed.

Impact: The children were all highly engaged in all activities and especially enjoyed "being in nature – it's one of my favourite things to do." The John Muir Award has provided a great context for learning across the curriculum with many opportunities for writing, researching and sharing our findings. Spending lots of time outside has been good for our health and wellbeing which was evident from the smiles and laughter.

OCTF links:

KO1 – Raise educational attainment and achievement for all
KO5 – Ensure high quality partnership working and community engagement



Photo of pupils with Charlie Collins during our Cowal Way Walk



Photo of STEM nest building challenge linked to the Big Schools' Birdwatch

Lochgoilhead Primary School

On Thursday, 23rd January the pupils of Lochgoilhead Primary School held a Scots Celebration evening. The evening brought together all the learning from a whole school interdisciplinary topic that gave opportunities to apply skills in literacy, numeracy, technology and the expressive arts.

On the night itself, the decorated village hall was packed with families who enjoyed a delicious three-course meal prepared by the Wee Class. Traditional Scots fare (soup, Scottish salmon, mince, neeps and tatties, and shortbread) went down a treat.



The Big Class then put on a performance that included Robert Burns and the Bay City Rollers, singing and chanter playing, poetry and dance. The school engaged the services of National Theatre Scotland to ensure the highest possible standards. The children all put on an amazing performance following three weeks of hard work. Finally, children and audience joined together at the end for a rousing rendition of *Auld Lang Syne*, demonstrating how our school lies at the heart of our community.



Dunoon Primary School

Primary 6 and Primary 7/6 embarked on a collaborative learning experience based around the Dunoon Project, following the model of a storyline topic. This topic loaned itself well to this style of learning as it relied upon the pupils working in small groups to plan and become embedded in the theme of developing a Visitor Centre for the proposed new development in the Dunoon area. The learning activities were varied and cross-curricular. We visited the hillside to examine the

area where the Visitor Centre would be built, which led to pupils having to decide how employees and visitors would access the site and how to develop infrastructure. The pupils designed and built models to scale and costed furnishing their finished building using their mathematical learning and technology skills. They used literacy in a variety of ways to write blogs, trip reviews, character descriptions for employees, role play, design leaflets, power points and to present their models to an audience. This information was recorded in a Floorbook and used to provide evidence of the learning which they undertook.

They invited Brendon Wallace in to tell them about the real Dunoon Project, then asked questions about it, before showing him their models.

This strongly indicates a great community partnership between the school and the local community, as well as allowing children the chance to think about their own positive destinations for the future. A model and the Floorbook were used at an open information meeting about the Project for the public in the Queen's Hall.



P6 and P7/6 were delighted to have a visit from Brendon Wallace and Helen Dick who came to talk to the children about the Dunoon Project.

Innellan Primary School

At Innellan Primary School we have been working on our new Vision, Values and Aims.

Recently, our school assemblies have been focusing on our values. As a Rights Respecting School, we place high importance on our values. Staff have been working hard on developing values with the pupils at our school assemblies and within class lessons.

What did we do?

We asked the pupils what they thought and what they valued.

We made a Survey Monkey to go out to parents.

Staff researched the values that are highly successful in other schools.

We have created achievement walls to recognise not only our academic achievement but also our social achievements and wider achievements.

We firmly believe that the new vision values and aims are not a mere paper exercise but are the basis for everything that we do. Innellan Primary School has a lovely sense of community that is the result of the pupils, parents and staff all working together to create a positive learning environment.

Engagement in these activities will show **improvement in children's and young people's health and wellbeing**. *NIF Priority*

Through knowledge and experience of these activities we can **ensure that the children have the best start in life and are ready to succeed**. *OCTF – K03*

Toward Primary School

At Toward Primary we have recently achieved our Bronze Award in UNICEF's Rights Respecting Schools programme.

In order to achieve this award an action plan had to be provided showing all the work that the school was doing and the plans for the school.

All children, staff and parents at Toward Primary are aware of Rights Respecting Schools.

The children have done many activities which have made them aware of their rights. These include:

- Discussion and agreement on what is important in our school. Using key words to create our values.
- Making up their own guidelines for how they should behave in certain areas of our learning environment.
- Pupils creating and agreeing consequential steps for not following the guidelines created by themselves.
- Creating a consultation document to go to parents/carers.
- Creating a pupil noticeboard/area with access to the school meetings book.
- Posters with places children can get help if they are worried.
- Our Worry Box
- Information boards with their rights and responsibilities created by them.
- Watching Rights Respecting Schools assembly videos and discussing the issues in the wider world.
- Our Wall of Achievement to celebrate achievement outside of school.

As a school we have also held a parent information evening to make the parents/carers aware of Rights Respecting Schools.

Engagement in these activities will show **improvement in children's and young people's health and wellbeing**. *NIF Priority*

Through knowledge and experience of these activities we can **ensure that the children have the best start in life and are ready to succeed**. *OCTF – K03*

Strachur Primary School

As part of our Term 2 topic on Extreme Earth, all pupils in P4-7 were tasked in small, mixed groups to research Volcanoes using ICT and note taking skills.

This research then formed the basis for later, progressive lessons where pupils took their knowledge of how Volcanoes formed and their different parts to create and test their own model 'Volcano'.

Pupils applied their prior learning when designing and creating their Volcanoes with lessons being taken outdoors to maximise pupil engagement and collaboration and importantly, to make use of some of the natural environment to help pupils create unique finished products.



This was a worthwhile activity that encouraged pupils to be creative, use problem solving skills and communicate with one another. Pupils were also able to experience the joy of seeing how their finished models worked or could suggest ways to refine these. The tasks further promoted the use of outdoor learning and raising attainment in literacy (part of SIP and OCTF priorities).



Strone Primary School

The children in P4 to P7 took part in a technology works shop which was facilitated by Simon Nitschke and Laura Campbell.

They learnt about computer programming with Lego Wedo, constructing devices and giving them movement, light and sounds. The children used programming skills to move the Sphero Ball in different directions around the class! They learnt how to use Stop Go Animation to create small film, finishing with a demonstration of how the green screen works and using the programme to make it look like they were walking on fire in the classroom.



The staff then completed training after school looking at all the different types of technology the children had used and how we can use them to enhance our teaching and link it with Curriculum for Excellence experiences and outcomes in maths and language.

The workshop was part of the school's drive to raise attainment in numeracy, in line with the quality indicators 2.3 and 3.2; the Key Objective of Our Children Their Future: Raise Educational Attainment and Achievement for all and the NIF objective Improvement, particularly in literacy and numeracy, closing the attainment gap between the most and least disadvantaged children. We wanted to add another dimension to learning using technology.

The impact has increased children's enthusiasm in using technology to aid learning. The staff are more confident with using the technology available and the school had purchased new technological resources so we can embed technology in our learning.

Sanbank Primary School



At Sandbank Primary, all pupils have been involved in the ongoing development and celebration of our unique status as a provider of both Gaelic and English Medium Education.

Children and staff across the school created new school values displays and school communication systems that are completely bilingual, making sure that both our Gaelic and English medium children are fully represented in our ethos. This priority was enhanced by utilising Pupil Equity Funding to give more opportunities in relation to performance and presentation activities. The extra practice of key skills through assemblies, open days and additional coaching sessions resulted in the production of a fantastic school show delivered in both languages and unprecedented, high levels of success for many children at the Local and National MOD competitions.

All of this linked directly to the School Improvement Plan and many of the key priorities detailed in the Argyll and Bute Gaelic Language Plan and the National Gaelic Language plan 2018-23.

Tighnabruaich Primary School

Intergenerational Event - Gaelic learning



Planned in partnership with Gwen McCrossan (coordinator), DGS Gaelic department, Cowal Befrienders and the Catering Manager.

Cowal Befrienders organised volunteers and transport to bring some vulnerable, elderly members of the local community into school for lunch and then to take part in some activities led by DGS senior Gaelic pupils to learn numbers to 10.

The catering manager agreed to provide lunch for an extra 24 people and prepared a lunch of

soup, shepherd's pie followed by apple crumble. The older pupils in P6/7 served lunch to the visitors and sat with them to enjoy lunch.

While the children had playtime, tea was served, then all went into the P1-3 class and paired up for a series of activities led by the DGS pupils, ending up with Gaelic bingo. Pupils were highly engaged and it was reported that some of the elderly participants were much more animated than usual.

It was decided that the day was too long for many of the elderly, but very worthwhile, and we are finding more opportunities to bring them in for the afternoon and afternoon tea. Staff are actively planning opportunities to bring the generations together in school as there is no residential facility in the local area for visiting. A local project is being planned with the Heritage Centre and we hope to organise a few afternoons to share our connections with the area, memories of what it used to be like and aspirations for the future once school is open again.

Kirn Primary School

UHI Middle Leadership Programme (Karen Adams, PT)

I was delighted to accept a place on the course and was keen to develop my skills as a Middle Leader.

I attended several courses and was given reading and projects to complete and discuss. The programme stipulated that we should develop an area of the SIP, relating it to the Standards for Middle Leadership. The improvement group which I lead is HWB, Pupil Voice and Achievement. I selected the following action to develop: Continue to engage families in the child's learning, participation and achievement.

As a previous Class Dojo user, I felt that my relationships with my current parents was lacking, that whilst I was present at the end of the day, made phone calls and sent emails when needed, the 'bond' was lacking. I spoke to my HT and asked if I could trial Seesaw in my classroom, and if it proved a success, I would roll it out to the whole school. Kirsteen and the Authority approved this, and the impact was immediate!

Engagement was there and quickly relationships flourished, learning was shared and discussed more freely, and parents would share the wider achievements which I did not get to see in school. Covid-19 came just as I was about to roll it out the whole school so this will be the first job on my list when we return. For my parents and pupils, Seesaw has been a vital lifeline during this testing time

my seeds i planted with granny are starting to grow 🌱🌍🌱



UHI Middle Leadership Programme (Karen Adams, PT)

St Mun's Primary School

On Wednesday 2nd October, St Mun's held a Family Numeracy/Maths Evening, to which all parents, carers and family members were invited. Each teacher hosted a maths based activity and families travelled through the school at their leisure, taking part in a range of activities: outdoor tasks, maths craft, games, problem solving, technology based activities etc. As they travelled round the school, they followed a maths trail: questions and challenges to suit all ages were laid out in corridors and areas throughout the school, with activities to suit all ages: counting, weighing, measuring, estimating, calculating etc.



The aim of the evening was to dispel the myth that maths can be scary and to reinforce how maths is all around us, how much fun maths can be and how the whole family can enjoy working on

maths together. To this end, it was a successful evening: the event was very well attended by family members of all ages. They enjoyed trying all the activities and it was lovely to see how they supported each other and had fun. Some families took on extra challenges that were set out which required real thought and co-operation. There was something for everyone. On exiting the event, families were very enthused and gave positive feedback.



Each family was given a maths pack to take home to ensure that the enjoyment of working on maths skills could continue: younger children had a range of games and activities whilst older ones were given a set of playing cards and instructions for games, tricks and maths activities.

This event was part of the school's drive to raise attainment in numeracy, in line with the quality indicators 2.3 and 3.2; and the Key Objective of Our Children Their Future: Raise Educational Attainment and Achievement for all.

School Contacts

School	Head Teacher	Telephone No
Dunoon	Brenda Reid	01369 704159
Innellan	Lisa Marle	01369 830560
Kilmodan	Victoria Greenway	01369 820280
Kirn	Kirsteen MacDonald	01369 702509
Lochgoilhead	Karen Wheatley AHT	01301 703338
North Bute	Elizabeth Santos AHT	01700 503728
Rothsay	Louise Nicol	01700 503227
Sandbank Gaelic Medium	Jamie Houston	01369 706350
Sandbank	Jamie Houston	01369 706350
St Andrew's	Maria Seery AHT	01700 503123
St Mun's	Julie Conlan AHT	01369 703643

Strachur	Marion Boyd	01369 860293
Strone	Julie Fish	01369 840242
Tighnabraich	Fiona Hamilton	01700 811413
Toward	Lisa Marle	01369 870259



Bute and Cowal Area Committee

Date of Meeting: 1 September 2020

Title of Report: **Part 1** HSCP Performance Exception Report - Financial Quarter 4 (2019/20)

Part 2 Covid 19 Public Health Update

This paper contains two reports for consideration by the Area Committee the first report for FQ4 and a further separate update on Covid-19 Public Health.

Presented by: TBC

The Committee is asked to:

- Note the FQ4 report performance data National Health and Well Being scorecard performance for the FQ4 (19/20) reporting period
- Note the considerable impact COVID-19 restriction had with regards to available data
- Consider the COVID-19 reflection on performance for FQ1 and 2 2020
- Note the Public Health Update

Part 1 HSCP Performance Exception Report - Financial Quarter 4 (2019/20)

1. EXECUTIVE SUMMARY

Reporting for FQ4 has been substantially affected by the Covid19 pandemic impact of escalating health and social care services to an emergency response. This included the suspension of “normal” performance reporting and a focus on Covid19 performance needs from the beginning of March 2020.

Consequently the performance of the HSCP against a variety of its outcome indicators and performance targets have been adversely affected.

This report therefore summarises the HSCP performance for FQ4 using available data, some of which has only been released in June 2020 and other elements are incomplete.

In summary as at the end of March 2020, 27 of the 44 measures are reporting as on target or better, with 16 reported as being off target and 1 measure still under development and data for 1 measure unavailable.

Key areas of success against target for FQ4 (19/20) are:

- Percentage of Total Telecare Service Users with Enhanced Telecare Packages (**Target-** 31% **Actual-** 45.2%)
- Percentage of Social Work care services graded ‘good’ ‘4’ or better in Care Inspectorate inspections (**Target-** 83% **Actual-** 84.1%)

- Percentage of Children on Child Protection Register with a completed Child Protection plan (**Target-100% Actual- 100%**)

2. INTRODUCTION

The national health and wellbeing outcomes provide a strategic framework for the planning and delivery of health and social care services. These suites of outcomes, together, focus on improving the experiences and quality of services for people using those services, carers and their families. These outcomes focus on improving how services are provided, as well as, the difference that integrated health and social care services should make, for individuals. Currently there are 9 key National Health and Wellbeing Outcomes (NHWBOI's) and 23 sub-indicators and additional measures which form the foundation of the reporting requirement for the HSCP.

In addition the scorecard details progress against the Ministerial Steering Group (MSG) measures for monitoring the progress of integrated service delivery across the HSCP.

3. RELEVANT DATA AND INDICATORS

3.1 Overall Scorecard Performance for FQ4 (19/20)

Performance for FQ4 19/20 notes 27 of the new 44 measures are reporting as on target or better , with 16 reported as being off target and 1 measure still under development and data unavailable for 1 measure.

Key areas of success against target for FQ4 (19/20) are:

- Percentage of Total Telecare Service Users with Enhanced Telecare Packages **Target- 31% Actual- 45.2%**
- Percentage of SW care services graded 'good' '4' or better in Care Inspectorate inspections **Target- 83% Actual- 84.1%**
- Percentage of Children on CPR with a completed CP plan **Target-100% Actual- 100%**

Appendix 1 identifies the most recent (June 2020) SOURCE performance data with regards to Argyll & Bute HSCP, benchmarked partnership performance against comparable IJB's for the 9 Health & Wellbeing Outcome Indicator's.

3.2 Scorecard Performance Exceptions for (FQ2-19/20)

The table below report the exceptions for FQ4 (19/20), identifying trends and the senior responsible officer to ftake forward actions to improve performance against targets.

Outcome 1 - People are able to improve their health	Status	Target	Actual	Owner
NI-4 - % of adults supported at home who agree that their health & care services seemed to be well co-ordinated	●	74.0 %	FQ4 72.0 %	Caroline Cherry
Outcome 2 - People are able to live in the community	Status	Target	Actual	Owner
MSG 1.1 - Number of emergency admissions – Argyll & Bute	●	2,142	FQ3 2,331	Elizabeth Higgins
MSG 2.1 - Number of unplanned bed days acute specialties - Argyll & Bute	●	14,172	FQ3 15,360	Caroline Cherry
MSG 2.2 - Number of unplanned bed days MH specialties - Argyll & Bute	●	3,974	FQ3 6,636	Caroline Cherry
MSG 3.1 - Number of A&E attendances - Argyll & Bute	●	4,240	FQ3 4,407	Elizabeth Higgins
MSG 6.1 - % of population in community or institutional settings - Argyll & Bute	●	2.0 %	FQ3 2.1 %	Caroline Cherry
Argyll & Bute - % of LAC who are looked after at home or in a community setting	●	90.0 %	FQ4 83.3%	Alex Taylor
Outcome 3 - People have positive service-user experiences	Status	Target	Actual	Owner
NI-2 - % of adults supported at home who agree they are supported to live as independently	●	81.0 %	FQ4 79.0 %	Julie Lusk
MSG 3.2 - % A&E attendances seen within 4 hours – Argyll & Bute	●	95.0 %	FQ3 89.6 %	Elizabeth Higgins
CA72 - % LAAC >1yr with a plan for permanence	●	81.0 %	FQ4 68.9 %	Alex Taylor
Outcome 4 - Services are centred on quality of life	Status	Target	Actual	Owner
NI-7 - % of adults supported at home who agree their support had impact improving/maintaining quality of life	●	80.0 %	FQ4 74.0 %	Julie Lusk
Outcome 6 - Unpaid carers are supported	Status	Target	Actual	Owner
NI-8 - % of carers who feel supported to continue in their caring role	●	37.0 %	FQ4 33.0 %	Julie Lusk
Outcome 7 - Service users are safe from harm	Status	Target	Actual	Owner
Argyll & Bute - % of Adult Protection referrals completed within 5 days	●	80.0 %	FQ4 42.2 %	Julie Lusk
Outcome 8 - Health and social care workers are supported	Status	Target	Actual	Owner
Health & Social Care Partnership % of PRDs completed	●	90 %	FQ4 30 %	Jane Fowler
SW only - HSCP Attendance	●	3.78 Days	FQ4 4.89 Days	Jane Fowler

4. Waiting Times Performance - FQ4 (19/20)

Due to COVID-19 restrictions and the Scottish Government suspension of all routine activity there is currently no validated performance data available for Outpatient and Inpatient waiting times and treatment times targets to be reported to the IJB.

5. COVID-19 Impact and look forward Q1 and Q2 2020

The committee is asked to note that the consequence of the health and care service moving onto an emergency footing in response to the pandemic for the 1st quarter of 2020 resulted in a suspension of all “normal performance management indicators and targets.

The Scottish Government 4 phase route map will see the gradual resumption of health and care services from June through to September 2020 onwards. Consequently the normal suite of performance indicators will only come back on line later this year.

In the interim a number of re-mobilisation performance targets have been developed and agreed with the SGHD notably resumption of 60% by June and 80% of routine activity by July 2020 as per the phases in the Scottish Government route map across all health and care services.

This is a complex performance picture with for example in phase 2 Dental services resuming urgent care service but not aerosol generating procedures, essential Optometry and ophthalmology services recommencing, triage and prioritise referrals to secondary care, expand provision of GP services.

This is all within the context that Covid-19 pandemic is now under various degrees of control in essence:

- Lockdown – High viral transmission
- Phase 1 – Virus not contained
- Phase 2 – Risk of spread remains
- Phase 3 – Viral risk controlled
- Phase 4 – Virus at very low levels

Further the lessons learned supporting the new/accelerated methods of delivery of services within what is our Covid19 new normal i.e. digital first and remote consultation will require review and revision of performance measures and outcomes. It is expected this will not be ready until 2020/21.

6. Annual Performance Report (APR) 2019/20

The committee should note the suspension of all non-critical work included the production of the HSCP annual report. The SGHD in discussion with HSCPs has agreed that APRs can be deferred to September 2020 and will be a slimmed down report reflecting the pandemic context and the re-mobilisation priorities and availability of validated data.

The normal process to produce the report will therefore be amended and a draft report will be taken to the Strategic Planning Group in August 2020 for review.

7. GOVERNANCE IMPLICATIONS

7.1 Financial Impact

There are a number of National Health & Wellbeing Outcome Indicators (NHWBOI's) and Waiting Times Performance which support the quality and financial performance of the HSCP including productivity, value for money and efficiency.

7.2 Staff Governance

A number of the National Health & Wellbeing Outcome Indicators (NHWBOI's) indicators under outcome 9 and the Waiting Times Performance are pertinent for staff governance purposes

7.3 Clinical Governance

A number of the National Health & Wellbeing Outcome Indicators (NHWBOI's) and Waiting Times Performance support the assurance of health and care governance and should be considered alongside that report

8. EQUALITY & DIVERSITY IMPLICATIONS

The National Health & Wellbeing Outcome Indicators (NHWBOI's) and Waiting Times Performance help provide an indication on progress in addressing health inequalities

9. GENERAL DATA PROTECTION PRINCIPLES COMPLIANCE

None

10. RISK ASSESSMENT

None

11. PUBLIC & USER INVOLVEMENT & ENGAGEMENT

None

12. CONCLUSIONS

It is recommended that the committee consider and note the HSCP overall performance for the FQ4 19/20 reporting period within the caveats detailed due to the pandemic crisis.

Note the revised production arrangements for the HSCP Annual Performance Report which have been submitted to the IJB for approval.

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Appendix 1- ARGYLL & BUTE HSCP Annual Benchmark HWBOI Performance (FQ3 - 19/20 Latest Data Available)

The table below identifies the most recent SOURCE performance data with regards to Argyll & Bute HSCP, benchmarked partnership* performance, and the Scotland-wide performance against the 9 HWBOI's and their 23 sub-indicators.

Indicator	Title	Argyll & Bute	Angus	East Lothian	Highland	Midlothian	Moray	Scot Borders	Stirling	Scotland
NI - 1	Percentage of adults able to look after their health very well or quite well	93%	95%	94%	94%	92%	93%	94%	94%	93%
NI - 2	Percentage of adults supported at home who agreed that they are supported to live as independently as possible	79%	76%	72%	86%	86%	83%	83%	84%	81%
NI - 3	Percentage of adults supported at home who agreed that they had a say in how their help, care, or support was provided	76%	71%	68%	79%	80%	75%	74%	73%	76%
NI - 4	Percentage of adults supported at home who agreed that their health and social care services seemed to be well co-ordinated	72%	71%	66%	76%	71%	73%	75%	76%	74%
NI - 5	Total % of adults receiving any care or support who rated it as excellent or good	80%	77%	75%	83%	71%	80%	83%	79%	80%
NI - 6	Percentage of people with positive experience of the care provided by their GP practice	85%	78%	80%	87%	76%	80%	88%	86%	83%
NI - 7	Percentage of adults supported at home who agree that their services and support had an impact on improving or maintaining their quality of life	74%	77%	75%	86%	73%	79%	80%	81%	80%
NI - 8	Total combined % carers who feel supported to continue in their caring role	33%	34%	36%	38%	32%	39%	36%	38%	37%
NI - 9	Percentage of adults supported at home who agreed they felt safe	83%	80%	81%	84%	79%	84%	86%	88%	83%
NI - 10	Percentage of staff who say they would recommend their workplace as a good place to work	NA	NA	NA	NA	NA	NA	NA	NA	NA

Indicator**	Title		Angus	East Lothian	Highland	Midlothian	Moray	Scot Borders	Stirling	Scotland
NI - 11	Premature mortality rate per 100,000 persons	393	350	333	402	409	394	388	353	432
NI - 12	Emergency admission rate (per 100,000 population)	12,755	11,075	10,061	10,871	11,0726	8,972	12,425	9,693	12,264
NI - 13	Emergency bed day rate (per 100,000 population)	114,559	101,543	99,613	109,356	120,653	91,286	132,121	101,924	119,654
NI - 14	Readmission to hospital within 28 days (per 1,000 population)	84	104	99	113	109	77	109	104	103
NI - 15	Proportion of last 6 months of life spent at home or in a community setting	90%	91%	88%	90%	87%	90%	86%	89%	88%
NI - 16	Falls rate per 1,000 population aged 65+	26	25	19	15	18	15	19	22	23
NI - 17	Proportion of care services graded 'good' (4) or better in Care Inspectorate inspections	74%	83%	84%	86%	87%	82%	79%	92%	82%
NI - 18	Percentage of adults with intensive care needs receiving care at home	68%	56%	61%	55%	68%	68%	62%	64%	62%
NI - 19	Number of days people spend in hospital when they are ready to be discharged (per 1,000 population)	640	314	641	1,248	1,323	1,063	761	540	793
NI - 20	Percentage of health and care resource spent on hospital stays where the patient was admitted in an emergency	24%	23%	21%	21%	23%	20%	21%	23%	24%
NI - 21	Percentage of people admitted to hospital from home during the year, who are discharged to a care home	NA	NA	NA	NA	NA	NA	NA	NA	NA
NI - 22	Percentage of people who are discharged from hospital within 72 hours of being ready	NA	NA	NA	NA	NA	NA	NA	NA	NA
NI - 23	Expenditure on end of life care, cost in last 6 months per death	NA	NA	NA	NA	NA	NA	NA	NA	NA

Part 2 Covid 19 Public Health Update

1. EXECUTIVE SUMMARY

This paper reviews the work of Public Health in Argyll and Bute relating to Covid-19 and focuses on four main areas:

- Understanding the epidemiology of Covid-19 in Argyll and Bute
- Testing for SARS-CoV-2 in Argyll and Bute
- Caring for people work stream supporting our communities
- the priority Public Health activities as the Covid-19 response evolves based on the changing epidemiological, clinical and socio-economic landscape

This work has enabled us to monitor the extent of the spread of the disease, to promote a comprehensive and widespread process to allow priority key workers as well as a wide variety of society sectors to undergo testing, with the aim at reducing the time spent in self-isolation, as well as to reduce transmission as low as possible, as well as to set up a robust mechanism to support most vulnerable people.

2. INTRODUCTION

This paper builds on accounts provided in the earlier reports provided to the IJB, with the dual aim of providing the timeliest update as the pandemic is unfolding in A&B, as well as the priority Public Health work over the summer months.

3. DETAIL OF REPORT

A. Epidemiology of Covid-19 in Argyll and Bute

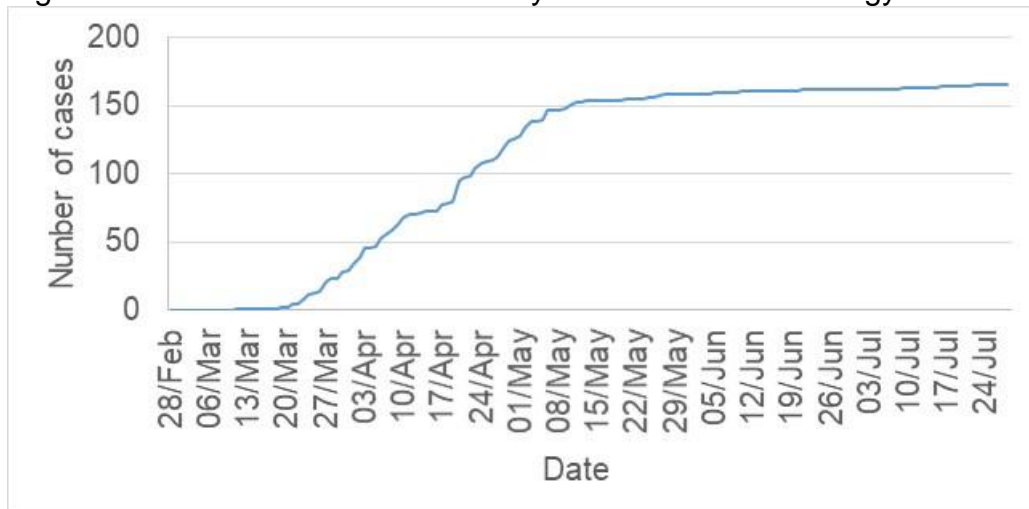
This section will summarise the latest number of confirmed cases at 29 July 2020, the distribution of deaths over the course of the pandemic and their incidence compared to average of last few years for same period of time.

Public Health Scotland report there have been 165 confirmed cases recorded of Covid-19 in Argyll and Bute at 28th July 2020, equating to a crude incidence rate 19.1/10,000 people¹. This includes data from NHS laboratories and UK Government test sites. Figure 1 shows the cumulative number of cases reported. There have been low numbers of new confirmed cases in recent weeks.

Scottish Government reported 381 confirmed cases across NHS Highland as of 28th July, equivalent to 11.8/10,000 people¹. The total number across Scotland was reported to be 18,558, equivalent to 34.1/10,000 people¹.

¹ Population estimates from National Records of Scotland 2018 estimates: Highland:235,540, Argyll and Bute: 86,260 people, Scotland: 5,438,100 people.

Figure 1. Cumulative number of newly confirmed cases in Argyll and Bute



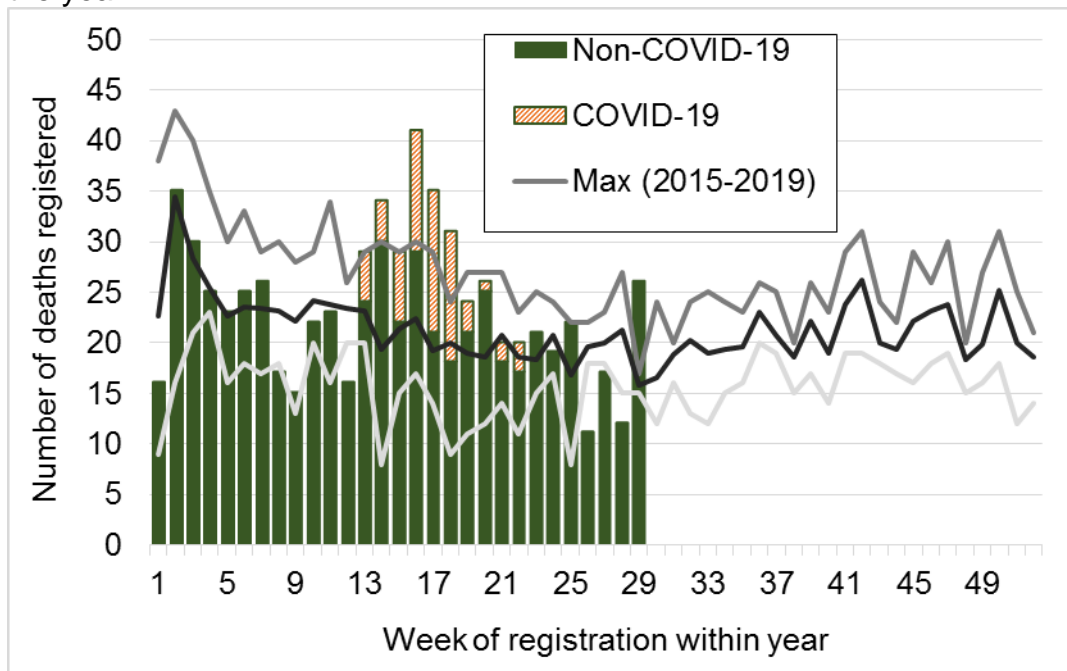
Source: Scottish Government reporting
<https://www.opendata.nhs.scot/dataset/covid-19-in-scotland>

There have been a total of 64 deaths registered involving Covid-19 of Argyll and Bute residents up to the end of w/c 25th May (up to 31st May), with no deaths involving Covid-19 registered in the following 7 weeks, up to 19th July².

Figure 2 shows deaths involving Covid-19 alongside all other deaths for 2020. In addition, the average number of deaths from 2015-2019 and the minimum and maximum number of deaths from 2015-2019 are shown for each week

Data are by the date deaths are registered and not the date that deaths occurred. Data include confirmed and presumed cases of COVID-19.

Figure 2. Deaths of Argyll and Bute 'usual' residents by week registered within the year



Source: National Records of Scotland. Provisional data up to 19th July (week 29) of 2020.

² Reported by National Records of Scotland. Includes any non-residents of Scotland who died in Argyll and Bute.

Future work is being planned in conjunction with colleagues in North Highland as appropriate, includes consideration of evidence around:

- Monitoring of community and staff testing for Covid-19
- Monitoring the course of the epidemic in Argyll and Bute and primarily the follow up of new positive case through Test and Protect system
- Needs of those recovering from Covid-19 infection
- Consideration of the impact of long-term conditions, potential latent need for Health and Social Care services and the impact of likely economic downturn in Argyll and Bute
- Consideration of deprivation in Argyll and Bute and the association of deprivation with rates of death observed by ONS

Some of this planned work could be considered an update to the JSNA to inform strategic planning going forward.

B. Testing for Covid-19 in Argyll and Bute

Testing for Covid-19 in Argyll and Bute is accessible through different pathways for the public, hospital patients, symptomatic health and social care staff or household contacts, care home staff and residents and non-health and social care keyworkers. Testing pathways and eligibility are outlined in a set of NHS Highland test cards (Table 1).

The following pathways have been developed across NHS Highland to address the different testing requirements and policies.

Table 1. Testing pathways in Argyll and Bute

Test card	Title
1	Symptomatic General Public over 5
2	Hospital Inpatient
3	Hospital Inpatient 70 and over
4	NHS Highland employees
5	Symptomatic Care Home Staff (non-outbreak)
6	Care Home Staff Surveillance
7	Care Home Staff in Outbreak Site
8	Covid Assessment Centre
9	Care Home Care at Home staff in Argyll & Bute
10	Argyll & Bute HSCP – Council Employees
11	Pre-admission & Outpatient
12	Symptomatic Care Home Resident (non-outbreak)

Overview of test locations and results

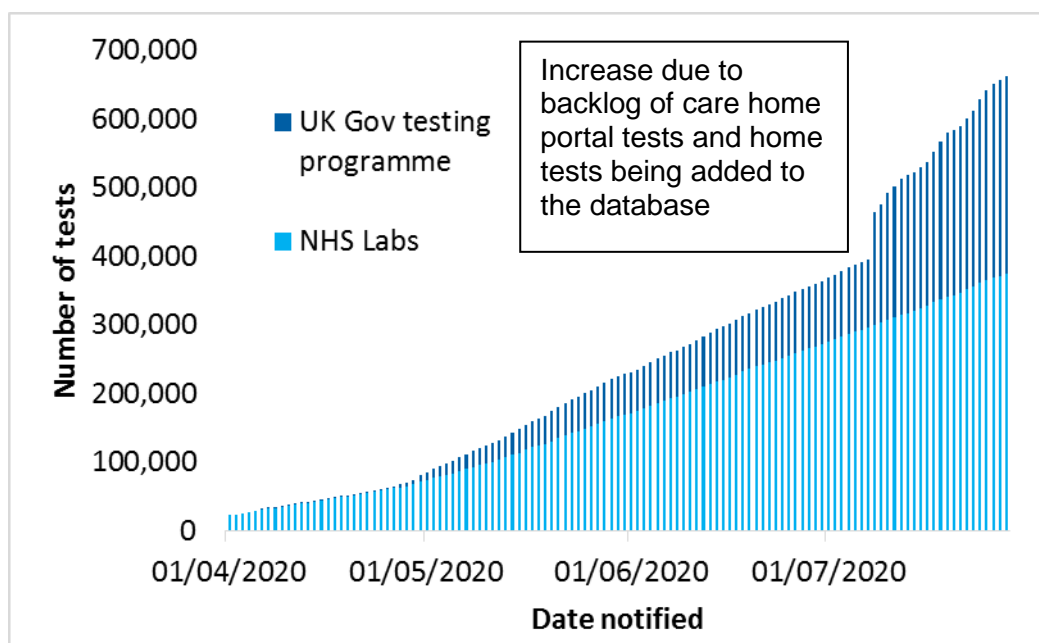
Testing can be carried out at a number of different locations as outlined in Table 2.

Table 2. Test locations

Test location	Description
NHS	Primarily within hospital or through Covid Assessment Centres (CACs)
Care Home portal	UK Government route for access to postal tests for care home staff and residents
Glasgow Airport	UK Government site
Home	Postal test taken at home organised by the UK Government
MTU	Mobile testing unit run by the army on behalf of the UK Government

Overall, numbers of tests for COVID-19 across Scotland have increased over time, as per Fig. 3.

Figure 3. Cumulative number of COVID-19 Tests carried out in Scotland



Source: Scottish Government reporting

<http://www.gov.scot/publications/coronavirus-covid-19-trends-in-daily-data/>

Different test sources have been introduced at different time points with increasing amount of testing occurring through UK Government routes. (Figure 3).

Table 3. Number of tests test route

Test route	Number of tests
NHS	5365
Care Home portal	2115
Glasgow airport	535
Home	269
MTUs	1842

Source: ECOSS test dates up to 26th July – downloaded 28th July. Argyll and Bute residents only. Only tests submitted by Glasgow Regional Virus Laboratory, Golden Jubilee and UK Gov labs. ECOSS does not include tests reported as void. ECOSS is a dynamic system and results reported here may be adjusted in the future.

Positive test results have reduced since April (Table 4). Note that the number of positive tests does not equate to the number of individuals tested positive as individuals may be tested more than once.

Table 4. Number of positive test results by week.

Month tested	Number of positive tests (note that individuals may be tested more than once)
March	29
April	114
May	59
June	15
July	<5

Source: ECOSS test dates up to 26th July – downloaded 28th July. Argyll and Bute residents only. Only tests submitted by Glasgow Regional Virus Laboratory, Golden Jubilee and UK Gov labs. ECOSS does not include tests reported as void. ECOSS is a dynamic system and results reported here may be adjusted in the future.

Care Home Testing in Argyll and Bute

On 4 June 2020 the Scottish Government Cabinet Secretary for Health wrote to NHS chief executives with instructions to carry out weekly Covid-19 testing of staff working in care homes. The intention of this initiative was to further protect care home residents from Covid-19 infection and alongside other infection

prevention and control measures, to reduce the likelihood of a covid-19 outbreak in care homes.

This matter has been discussed regularly at the Care Home Task Force and the input and support from care homes in Argyll and Bute has allowed high numbers of available staff to be tested on a regular basis. A number of different arrangements for testing have been utilised and care home managers are to be recognised for their high degree of flexibility in accommodating these testing requirements.

- Testing Trends

Trends from week 2 of testing show an increase both in the percentage of available staff being tested and the number of homes taking part in routine testing. Overall for the period 15 June to 26 July 2020, an average of 69% of available staff in Argyll and Bute have taken part in weekly screening. This is shown in table 1. During the week commencing 8th June some homes did carry out testing but this was not recorded and reported to Scottish Government.

Week Commencing	No. of Homes Tested	Available Staff	Staff Tested	% Staff Tested
1. 15.6.20	14	672	295	44%
2. 22.6.20	13	657	372	57%
3. 29.6.20	15	664	506	76%
4. 6.7.20	16	623	522	84%
5. 13.7.20	14	609	427	70%
6. 20.7.20	17	613	518	85%

Table 1: Weekly totals of staff testing in Argyll and Bute Care Homes.

- Procedure for Positive Results

The Public Health team in Inverness is notified of positive results via laboratory services to their electronic Health Protection data management system. Occasionally Public Health are notified of results via other means, for example by phone.

A positive test result triggers intense support arrangements with the home being placed under surveillance and being closed to admissions. A Health Protection team member will contact the home to arrange for testing of all staff and residents. A PAG is convened to oversee the management of the incident and discusses actions and approach; media and public relations; communication with relatives; Care Inspectorate involvement; and ongoing support for the home.

This further testing is carried out in the home with kits from the local CAC. This allows for quicker reporting of test results to the Health Protection team and ensures the results are recorded through NHS laboratories. Test kits receive a lab number from Oban and are sent to West of Scotland Virology lab for testing. Results are communicated to the home via the Health Protection team and staff members via the testing CAC.

C. Caring for People

In May 2020 the IJB received a comprehensive report of the approach taken in Argyll and Bute to implement a Caring for People (CfP) response in line with Scottish Government's national resilience strategy. This approach has been a joint partnership between Argyll and Bute Health and Social Care Partnership, Argyll and Bute Council and Argyll and Bute Third Sector Interface (TSI). This section provides an update of these community resilience activities since May:

- Caring for People Tactical Partnership

When the tactical partnership formed there was a need for daily meetings to enable support systems to be developed. In July these meetings reduced to weekly and have recently combined with the shielding meeting and convene each Monday morning. The joint agenda continues to include a weekly update of statistics from the previous week, for example, number of calls to the helpline and numbers of people in the shielding categories. The agenda also allows time for planning for evaluation and lessons learned and ongoing service developments.

- Caring for People helpline

The Helpline was set up on 27 March 2020 via the council's customer service system. Up to 19 July a total of 4,130 calls had been received. Calls are still being received, for example there were 99 in the week ending 19.7.20 but this volume is significantly lower than a peak of more than 500 per week in April. A total of 3,414 people have logged 4,061 Caring for People requests via the helpline or the electronic online form (some people phone back to the helpline and/or make more than one request for help, for example shopping and medication delivery).

Area	Food	Household Supplies	Prescriptions	Repairs/ Utilities/ Fuel	Befriending/ Counselling/ Support	Essential travelling	Community Group	Animal Welfare	Request Count	Incident Count
Bute	313	54	129	9	19	3	2	2	531	442
Cowal	414	97	180	20	17	7	2	4	741	589
Helensburgh and Lomond	496	74	110	12	24	4	2	3	725	617
Islay and Jura	85	13	1	2	3	0	0	2	106	90
Kintyre	274	36	112	8	13	2	1	2	448	403
Mid-Argyll	253	68	138	14	6	5	3	4	491	403
Mull, Coll, Colonsay and Tiree	255	26	4	6	1	0	2	0	294	269
Oban and the Small Isles	414	78	174	15	29	4	4	7	725	601
Total	2504	446	848	86	112	25	16	24	4061	3414

Table: Caring for People requests by area and reason.

- Shielding

People most at risk of serious morbidity and mortality from Covid-19 have had special Scotland wide arrangements put in place to minimise these risks, this is commonly referred to as "shielding". A total of 3,298 people have been identified in Argyll and Bute for shielding with regular trawling of medical data to add new people to this list. The current shielding arrangements are coming to an end on 31 July 2020. To date comprehensive support has been provided for shielded people who chose to take up this support: 785 are receiving National Food Parcels and 661 are enrolled with the Priority Supermarket Delivery Scheme. In addition since inception 1021 local food requests, 343 pharmacy requests and 243 other CfP requests have been fulfilled, alongside 2277 general council requests made by 907 shielded individuals. A final round of welfare calls is underway to make sure shielded customers are aware of the imminent end of shielding.

- Emotional Wellbeing

Evidence from emergencies and disasters around the world tells us that emotional wellbeing and mental health are affected by significant events. This was considered at an early stage in the Covid-19 emergency response both nationally and locally with a wide range of campaigns and support being developed. CfP set up telephone support services in Argyll and Bute to help people navigate the different sources of support. This involved telephone befriending via the TSI and one to one telephone contact to enable people to access the most appropriate support. Despite significant promotion via front line health and social care staff and on social media, the numbers of people requesting this emotional help remains very low with less than 40 people having called the helpline for emotional support.

It is not clear if the anticipated mental health needs are not actually present in the population or if barriers exist that prevent people from seeking support for these needs. This is being carefully considered during this lessons learned phase and in the CfP evaluation plan to consider what else can be done support mental health and wellbeing during the pandemic. This is important in order to avoid a potential surge in demand for mental health and social care services.

- Next Steps

A comprehensive evaluation is being carried out into how the Caring for People response was mobilised and able to meet the needs of local communities during the Covid-19 emergency. This includes lessons learned to inform ongoing delivery of CfP. IN the short term the level of demand for support is low and some services are being stood down. This is with a view to having back up support in place ready to step up again if required.

D. Priority Public Health activities during summer 2020

As the Covid-19 response evolves, based on the changing epidemiological, clinical and socio-economic landscape, Covid-19 focused we will update all the work done in this area. The key activities encompass:

- Test and protect
- Protection of local communities whilst lockdown is lifted (Tourism Task Force)

The Test and Protect programme is in place across Scotland to identify people infected with Covid-19, to support them to stay at home till the end of their infectious period and to trace any of their close contacts who may also have been infected. This service is co-ordinated by the health protection team in Inverness for the whole of NHS Highland. Additionally there is a Scotland wide contact tracing service in place ready to respond to higher numbers of positive cases should this be required. Argyll and Bute public health staff are involved in developing support services to enable people who test positive to comply with stay at home requirements. Examples of this support may include the CfP services described above or emergency housing.

Effective Test and Protect is reliant on prompt testing of people with symptoms. This has improved significantly since June. Testing capacity in labs continues to increase allowing for routine screening of certain groups of

people in addition to testing symptomatic people within 5 days of symptom onset. Their main routes for testing include:

- Key workers and family members via NHS Community Assessment Centres (CACs).
- Everyone else over 5 years attend a community based Mobile Testing Unit or request a home test kit delivery.
- Postal kits for care home staff for weekly screening.

The UK wide testing pathways still have some gaps for our islands and bespoke pathways are being developed to allow locals and visitors to be tested if they are symptomatic. These pathways involve a combination of GP practices and CACs.

There is some concern across rural areas of Argyll and Bute, especially the islands that the relaxation of lockdown arrangements and increasing visitor numbers will pose risks to fragile communities. There has been significant interest in this from a number of different perspectives including local politicians, community members and tourism stakeholders. There are a number of local stakeholders in the agenda, for example the Economic Resilience Forum and Public Health's role is that of professional advisor. There are challenges in getting a balance between opening up the economy and minimising risks of further infection.

4. RELEVANT DATA AND INDICATORS

Data have been reported in the above section and in the Appendices. In summary, we have presented trends on: confirmed cases of COVID-19 infection, overall and COVID-19-specific mortality.

5. CONTRIBUTION TO STRATEGIC PRIORITIES

This work supports/underpins the HSCPs strategic and operational response to this emergency pandemic.

6. GOVERNANCE IMPLICATIONS

Financial Impact

These activities - responding to the pandemic and following on from it - have employed a larger number of resources, primarily in terms of person-time. Such increased spending has been tagged to dedicated Covid-19 funding and will be accounted under this budget line work will need to be taken account of within current financial planning and return to business as usual which is in hand..

Staff Governance

The workforce consequences and staff and TU fantastic response to the crisis has epitomised the adoption and strengthening of good communication and formal engagement processes and partnership working.

Clinical Governance

Clinical governance response has been fundamental to the shaping and management of the public health projections and demand modelling and our response to ensure patient, client and staff safety.

7. PROFESSIONAL ADVISORY

Inputs from professionals across stakeholders remain instrumental in the response to the Covid19 pandemic. There has been a close collaborative working between the Departments of Public Health in Argyll and Bute and North Highland. We expect this to be a long-lasting positive outcome of this major incident.

8. EQUALITY & DIVERSITY IMPLICATIONS

Equality and diversity will need to be reviewed and considered as we progress through this pandemic cycle and emergency operating arrangements. Experience from other countries shows that marginalised communities fair worst in relation to both infection rates and health outcomes. An impact assessment will be developed for the response in due course, but in the meantime principles of equality have informed specific programmes of activity. Examples of this include targeted activity with gypsy/traveller communities and developing communications materials for different audiences eg learning disability friendly and subtitles for people with hearing impairment.

9. GENERAL DATA PROTECTION PRINCIPLES COMPLIANCE

Compliance with GDPR remains critical and is being considered within the various pieces of work supporting the sharing of information and data to protect health and wellbeing of staff and the public and patients.

10. RISK ASSESSMENT

Not required for this report.

11. PUBLIC & USER INVOLVEMENT & ENGAGEMENT

A comprehensive communications strategy exists to provide accurate information on the Covid-19 response to staff, partners and the wider population. The Third Sector Interface contributes to the Caring for People Tactical Partnership and provides a link to local community resilience activity, third sector organisations and community members.

12. CONCLUSION

Following the declaration of major incident in NHS Highland to respond to the Covid-19 pandemic, the Department of Public health identified a number of key activities to contribute to the overall HSCP response. Human resources have been focused to the response. Our overriding working principles of cooperative working within the HSCP have strengthened and it is expected that may be helpful in the management of the subsequent phases of the pandemic and the post-covid-19 work.

Author Name Dr Nicola Schinaia, Associate Director of Public Health
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ARGYLL AND BUTE COUNCIL

**BUTE AND COWAL
AREA COMMITTEE**

**ROADS AND
INFRASTRUCTURE SERVICES**

1 SEPTEMBER 2020

ROADS AND INFRASTRUCTURE REVENUE AND CAPITAL UPDATE

1.0 EXECUTIVE SUMMARY

- 1.1 The Roads and Infrastructure team deliver a wide range of works including street cleansing, the upkeep of public conveniences, grass cutting, refuse collection, burials, road maintenance and street lighting marine activities, fleet, waste disposal and engineering design. The service redesign introduced in December 2018 refocused the Network and Standards team who now support Operations with programming, obtaining consents and permissions and co-ordinating a support mechanism which enables the Operations team to focus on delivering works safely, to specification, to programme and within budget. As part of the wider support a control HUB has been established. The HUB will not only provide support to the operations team but also provides support to Elected Members by providing information and briefings.
- 1.2 This report provides an update of the Roads and Infrastructure Services operational capital and revenue matters relating to roads and grounds maintenance activities in the Bute and Cowal area.
- 1.3 It is recommended that Members note and consider the update.

ARGYLL AND BUTE COUNCIL

**BUTE AND COWAL
AREA COMMITTEE**

**ROADS AND
INFRASTRUCTURE SERVICES**

1 SEPTEMBER 2020

ROADS AND INFRASTRUCTURE REVENUE AND CAPITAL UPDATE

2.0 INTRODUCTION

2.1 This report provides a summary of activity carried out by the operations team across the Bute and Cowal Area Committee Area.

3.0 RECOMMENDATIONS

3.1 It is recommended that Members note and consider the update.

4.0 DETAIL

4.1 Much of the cyclic and 'normal' works carried out by our teams for the first months of this financial year has been reprioritised following Scotland entering lockdown on 23rd March 2020.

4.2 As we entered lockdown, service delivery was reprioritised to ensure that our teams could safely deliver a reduced set of services. These services included: amended refuse collection routes, provision of burial and cremation services, continued inspection of key infrastructure with appropriate repairs, a reduced ferry service etc. None essential works were stopped in line with government guidance.

Revenue Roads Maintenance

4.3 Following the announcement of lockdown, as mentioned above activities carried out by the operations team were reprioritised. This meant that roads teams were responding to any dangerous defects which were found, these being dealt with by teams of two going out in pickups and trucks making good any defects as well as jetpatchers being utilised where it was appropriate. The normal schedule of road safety inspections continued throughout lockdown and these inspections, together with any representation from elected members/members of the public were used to remove dangerous defects. There was also additional training carried out for roads colleagues to ensure that we had an increased resilience for grave digging etc. Roads colleagues also provided support to the refuse collection service to enable service continuity.

Capital Programme – Roads Reconstruction

- 4.4 The 2020/21 Capital Programme was restarted in the latter part of July and has been revised with a number of preparatory schemes being carried out which will enable surface dressing to be applied in 2021. The revised programme has been issued to Members and is also attached to this report at Appendix 1.
- 4.5 The annual Capital programme of work for Roads due to COVID-19 was postponed however as of 20 July 2020 and in line with Scottish Government phased route plan and the Scottish Road Works Commissionaire guidance we began Capital Works week commencing 20 July 2020. The capital programme has been modified by moving the surface dressing works into next financial year and focusing on a reduced resurfacing programme which includes a mix of traditional resurfacing, surface dressing preparatory works and insitu recycling. Surface dressing is not being delivered this year as there would have been insufficient time for the stone chips to adequately embed into the receiving road surface. The embedment of surface dressing chips requires the warmer summer temperatures which soften the underlying road material allowing the chips to become bedded in with the action of passing traffic.
- 4.6 Additional Funding has been secured through working in partnership with the Strategic Timber Transport Fund which will enable us to deliver over £1million pounds of additional work on Timber Transport Routes within Argyll and Bute. The additional works will benefit both ABC, as a Roads Authority, the Timber industry and all road users within our network. This additional funding will be used as match funding to existing surfacing schemes where timber extraction is planned. The allocation of this funding comes with the condition that it is invested in line with a pre agreed plan which focuses on core timber extraction routes.

Electric Vehicle Charging Points

- 4.7 All funding is currently provided by Transport Scotland via the Local Authority Installation Programme. The funding for the current financial year 2020/21 has been allocated with work due to start in Quarter 4 of this financial year. Future years funding is expected to continue, this however is at the discretion of the Scottish Government.
- 4.8 At present we do not take bids from local communities. However we have received contact from various community councils as well as individuals and community groups requesting charging points. We have recorded these and will ultimately look to deliver EV charging points in the best location to support our roads infrastructure.
- 4.9 We have been successful in securing grant funding for 40 hybrid cars and vans, 20 of which have already been delivered and now utilised as part of the council's fleet. These vehicles have been part funded by Transport Scotland and will be used to replace a number of council owned vehicles reaching the end of their useful life and also reducing the number of vehicles which have previously been on hire. Currently the council is operating more vehicles than we would have pre-covid due to limiting the number of operatives within vehicles to comply with

social distancing requirements.

Network and Standards Control HUB

- 4.10 The HUB has proven invaluable to our Service through the COVID-19 Pandemic with staff assisting both internally and externally with advice and support. I am pleased to update that feedback from members has been positive and outstanding correspondence continues to remain at a manageable level.

Bins, Grounds, Cleansing and Burials Programme of Work

- 4.11 As previously highlighted, only essential works have been carried out by officers for the majority of the Lockdown period as we have had to protect our staff and deliver work in a very different way. In the initial stages we reviewed our bin service as physical distancing meant we could not allow more than two members of staff within our bin vehicles. A joint working approach with our fleet colleagues saw extra vehicles used to support our bin uplifts where vehicles followed the bin wagons with other members of staff. When Scotland moved into phase 3 we returned to our agreed bin uplift programme, however we currently still require extra vehicles to follow bin wagons with staff to ensure appropriate physical distancing. Through the networking we carry out via the waste managers group our approach aligns with the majority of other Scottish LAs who are delivering refuse services in a similar way.
- 4.12 All Household Waste sites were closed in line with lockdown requirements to protect our staff and communities. As we moved into phase 3 of the route map, we carried out extensive planning including traffic management work for our waste sites to ensure when we opened our sites after nearly three months of closure there was limited risk to our communities from queuing on access roads as members of the public tried to get rid of their waste. This included a phased introduction of certain types of waste to ensure we limited numbers attending to a manageable level.
- 4.13 We encountered some issues at the Dunoon Waste site where due to its geography and the limit of 4 vehicles only being allowed into the site, this caused some queuing onto the local road network. Our staff provided advice to motorists not to queue onto the main road however were subjected to abuse. In order to ensure safety, the site was temporarily closed on at least two occasions. Communications were sent out for the local community to be aware of the dangers.
- 4.14 In line with other Local Authorities in Scotland we also took the decision to close all of our public toilets to protect both our own staff and our communities during the lockdown period. As we moved into phase 3 of the Scottish Government Route Map we gradually opened public toilets on a staged programme which saw the busier toilets opened first in early July 2020. At present we still have some toilets closed due to concerns for safety, however the toilets have a low footfall, we are also in discussions with external agencies regarding toilets being taken over, however we need to fully consult and ensure appropriate measures are in place regarding safety and public liability. The remobilisation of public

conveniences was considered by the BCC in August. The Committee agreed to absorb the cost pressure of around £50,000 to keep those PCs currently open available until the end of October to take in the main tourist season. Thereafter, following engagement with area committees, we will revert to a core set which can stay open within the available budget while complying with national guidance.

- 4.15 Grass cutting was also suspended during COVID-19. Again this was reviewed in line with the Scottish Government route map and since May we restarted amenity grass cutting and in the first week of June we have restarted our rural roads grass cutting. One of the first priorities for the grass cutting was to resume cuts in cemeteries. Additional measures were put in place to help ensure social distancing and facilitate safe lone working, this included closing the gates on some cemeteries during grass cutting operations to ensure this could be carried out safely.
- 4.16 Our roads cyclic works including jet patching, gully emptying and find and fix for pot-holes was maintained as much as possible within the constraints of physical distancing and health and safety. Our roads inspectors worked throughout the period of restrictions to ensure dangers on the roads network were highlighted.
- 4.17 Officers are in the process of carrying out our headstone safety inspections as required under the Burial and Cremation (Scotland) Act 2016
- 4.18 Extensive work in relation to planning for a spike in deaths related to COVID-19 was carried out by our Operations Manager who linked in on a weekly basis with the Scottish Government/neighbouring Local Authorities and Funeral Directors to ensure we delivered a safe, respectful and dignified service for the dead and their families. This proved challenging with Scottish Government Guidance on limiting numbers attending funerals, however we have been able to maintain our services throughout this period and continue to deliver in line with ever changing guidance.

5.0 CONCLUSION

- 5.1 This report provides an update on operational matters in the Bute and Cowal Area.

6.0 IMPLICATIONS

- 6.1 Policy – works carried out in accordance with relevant policies, some of which were amended during the pandemic as agreed by the Leadership Group.
- 6.2 Financial – the COVID-19 pandemic has resulted cost pressures on the service. Information has been collated into a cost template and submitted to COSLA for discussion with Scottish Government and the Council have created a cross party informal working group to consider how to deal with the estimated budget gap.

6.3 Legal – none known

6.4 HR – delivered by a combination of council employees, national contractors and SMEs

6.5 Fairer Scotland Duty: – none known

6.5.1 Equalities - protected characteristics – none known

6.5.2 Socio-economic Duty– none known

6.5.3 Islands – none known

6.6. Risk– None Known– none known

6.7 Customer Service– none known

Executive Director with Responsibility for Roads and Infrastructure Services:

Kirsty Flanagan

August 2020

Head of Roads and Infrastructure Services: Jim Smith

Policy Lead: Cllr Robin Currie

For further information contact: Hugh O'Neill, Network and Standards Manager

Appendix 1 – Revised Capital Programme

BUTE

Route	Scheme Name	Estimated Cost	Proposed Scheme Details***	Duration Weeks	Start Month
A844	Craigmore - Bogany Point	£11,600	A844 Bogany selected patching - PSD for SD 2021	1	Aug
B878	Barone Road	£19,000	B878 Barone road - selected patching - PSD for SD 2021	1	Aug
B875	Colmac - Drumachloy	£48,000	B875 Colmac - selected patching - PSD for SD 2021	1	Aug
		£78,600			

COWAL

Route	Scheme Name	Estimated Cost	Proposed Scheme Details***	Duration Weeks	Start Month
B8000	Otter Ferry - Kilfinnan	£100,000	Regulate & Overlay (STTS) Plus STTS = £233k	9	July
A815	Dalinlogart - Sandbank	£43,500	A815 Sandhaven - selected patching - PSD for SD 2021	2	Sept
A880	Strone - Blairmore	£10,500	A880 Strone - selected patching - PSD for SD 2021	1	Oct
A815	Strachurmore - Invernoaden	£81,000	A815 Stachurmore- selected patching - PSD for SD 2021	3	Oct
C10	Port Lamont - Toward	£149,500	C10 Port Lamont - selected patching - PSD for SD 2021	3	Oct
		£384,500			
B & C value planned =		£463,100			

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ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA COMMITTEE****ROADS AND INFRASTRUCTURE
SERVICES****1 SEPTEMBER 2020**

RECYCLING PERFORMANCE

1.0 EXECUTIVE SUMMARY

- 1.1 Argyll and Bute Council is both a waste collection and waste disposal authority. Waste and recycling collections are delivered mainly by council staff with some recycling collections carried out by third sector groups.
- 1.2 Waste disposal is dealt with by 3 separate models across the council as follows:
- Island sites e.g. on Mull and Islay where landfill sites are operated directly by the council;
 - Helensburgh and Lomond area where waste is disposed of at sites outside of Argyll and Bute;
 - A 25 year (2001 – 2026) Waste PPP contract which covers the rest of Argyll and Bute.
- 1.3 Waste figures for all four administrative areas have been summarised within this report. Due to the way the reporting is carried out it is not possible to accurately break down the information on an area by area basis for all data.
- 1.4 National policy decisions, guidance and regulations e.g. relating to the Biodegradable Municipal Waste landfill ban will have a significant impact on future recycling, composting and recovery performance.
- 1.5 It is recommended that Members note and give consideration to the details as outlined in this report and the national policy drivers that will likely impact over the next few years.

ARGYLL AND BUTE COUNCIL

BUTE AND COWAL AREA COMMITTEE

ROADS AND INFRASTRUCTURE
SERVICES

1 SEPTEMBER 2020

RECYCLING PERFORMANCE

2.0 INTRODUCTION

2.1 Argyll and Bute council is both a waste collection and waste disposal authority. Recycling, composting and recovery (i.e. other landfill diversion) statistics are reported quarterly within the council's performance system Pyramid. Statutory returns to SEPA e.g. licensed site tonnage, landfill tax and waste data flow vary from quarterly to annual.

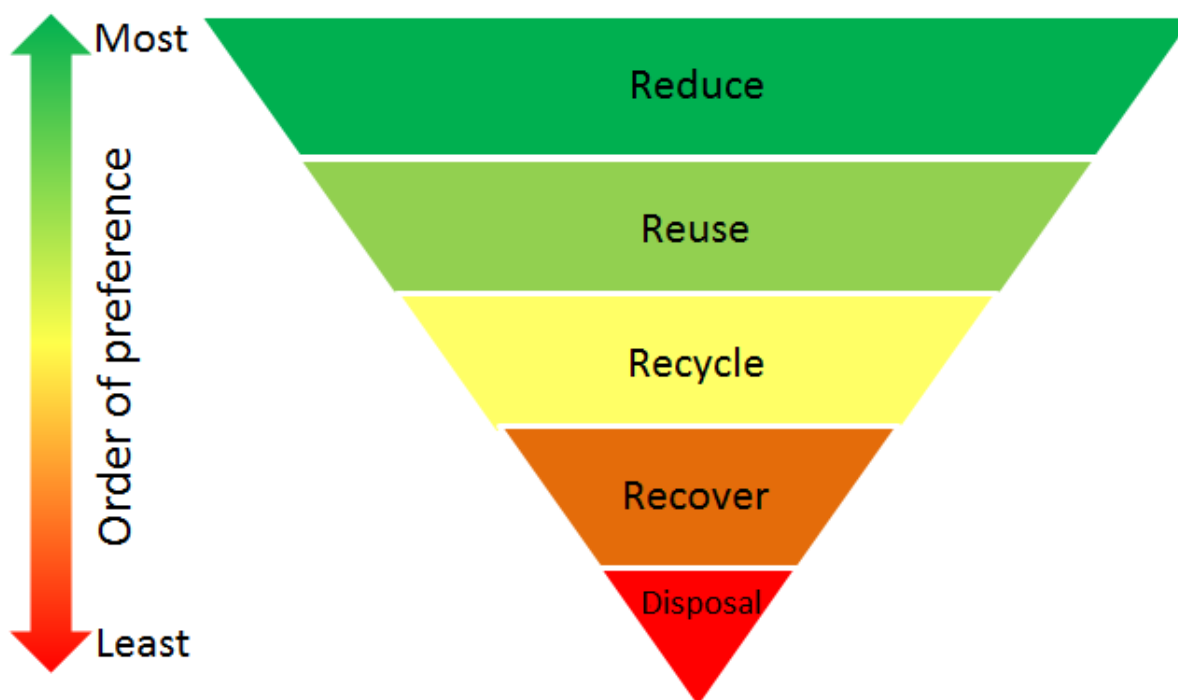
2.2 This report provides details on the council's recycling and landfill diversion performance along with national policy, targets and regulations which are likely to impact on future performance.

3.0 RECOMMENDATIONS

3.1 It is recommended that Members note and give consideration to the details as outlined in this report and the national policy drivers that will likely impact over the next few years.

4.0 DETAILS

4.1 The Council's waste strategy was approved by the Environment, Development and Infrastructure Committee in September 2019. Whilst this strategy will emerge in line with government guidance, regulation legislation, and contractual requirements the Strategy is predicated on the reuse model shown below in Figure 1.



4.2 Argyll and Bute Council operate a performance management system 'Pyramid'. Quarterly recycling/composting, recovery and landfill percentages are included – split between the Islands landfill sites, Waste Management PPP and Helensburgh/Lomond areas. These details include:

- percentage of waste recycled and composted;
- percentage of waste recovered e.g. other landfill diversion;
- combined percentage of waste recycled, composted and recovered;
- percentage of waste to landfill;
- tonnes of biodegradable municipal waste to landfill.

Percentages Summary of Landfill, Recycling, Composting and Recovery 2018 and 2019

		2018	2019
Argyll & Bute wide	% of waste recycled, composted and recovered	48.8%	48.4%
	% waste recycled and composted	35.5%	35.4%
	% waste recovered	13.3%	13.0%
	% waste landfilled	51.2%	51.6%
	Tonnes of biodegradable municipal waste to landfill	18,671	18,577

Waste PPP	% of waste recycled, composted and recovered	49.6%	46.6%
	% waste recycled and composted	31.8%	28.5%
	% waste recovered	17.8%	18.1%
	% waste landfilled	50.4%	53.4%
Helensburgh & Lomond	% of waste recycled, composted and recovered	50.2%	53.0%
	% waste recycled and composted	41.9%	45.3%
	% waste recovered	8.2%	7.8%
	% waste landfilled	49.8%	47.0%
Islands	% of waste recycled, composted and recovered	38.7%	44.4%
	% waste recycled and composted	38.7%	44.4%
	% waste recovered	0.0%	0.0%
	% waste landfilled	61.3%	55.6%

4.3 Some points to note are as follows:

- The overall recycling, composting and recovery percentage figures are similar in 2019 to those in 2018. 2020 figures are expected to be lower due to recycling service suspension during Covid lockdown.
- Landfill costs in Landfill Tax alone is around £90 per tonne for every tonne disposed of in landfill. It is interesting to note that during Covid, our landfill charges increased significantly but our overall costs remained similar with savings being made on road haulage and gate fees for recycling material being transported to processors. However, it is important to note that the environmental impact of landfilling all material would be significant and the amended collection regime was put in place purely as a reaction to the covid pandemic.
- The council Waste PPP combined recycled, composted and recovery has decreased from 49.6% in 2018 to 46.6% in 2019. This is mainly due to changes in the glass collection following the previous service supplier going into administration. This service is now self-delivered by the council and most of the glass has been counted through the council site at Blackhill, Helensburgh for onward recycling. This has therefore increased the figures

relative to Helensburgh & Lomond.

- The recycling increase in Helensburgh and Lomond is explained above with regards to the glass recycling arrangements.
- The recovery in the Waste PPP area is carried out by Renewi through mechanical biological treatment plants based at their waste facilities near Oban, Dunoon and Lochgilphead.
- The recovery in the Helensburgh and Lomond area is mainly carried out by Barr Environmental at their Auchencarroch waste facility, near Alexandria.
- The percentage of waste recovered at Renewi and Barr facilities was similar to previous years.
- The overall percentage waste to landfill for 2019 was similar to 2018.
- The tonnage of biodegradable waste to landfill in 2019 i.e. 18,577 tonnes was also similar to 2018 i.e. 18,671.
- The island model figures show an increase in waste recycled and composted. There is no specific reason for this and the variance is mainly due to natural variation factors e.g. loads and items collected in one year but sent off site the next for onward recycling processing.
- Recycling and composting is mainly from recycling collections, bring sites and segregated wastes from recycling/civic amenity sites. Recovery is predominantly moisture process loss and/or compost like output from mixed waste treatment plants operated by the council's Waste PPP partner or other waste contractors.
- SEPA published annual recycling data for local authorities focuses mainly on recycling and composting from households.

Landfill Ban

- 4.4 The Waste (Scotland) Regulations were introduced by the Scottish Government in 2012 and they included a landfill ban of biodegradable waste from 2021.
- 4.5 The landfill ban planned for 2021 has since been rescheduled by The Scottish Government until 2025. This delay has been welcomed by the Council and gives more time for alternative solutions and funding to be sought. A Waste Strategy update report can be found at the September 2020 Environment, Development and Infrastructure Committee.

Deposit Return Scheme

- 4.6 The Scottish Government in 2019 set out a planned implementation date of April 2021 for a national deposit return scheme for drinks containers including PET

plastic, drinks cans and glass bottles. Since the Covid-19 outbreak the implementation date has been delayed until July 2022.

- 4.7 The deposit scheme may result in an overall Scotland wide increase in recycling. However, this may see a reduction in Council recycling performance if items such as glass drinks bottles are no longer handled by Council collections. Much will depend on how the scheme is implemented by The Scottish Government and Scheme Administrator in the coming years.

Local Recycling Facilities

- 4.8 All Household Waste sites were closed in line with lockdown requirements to protect our staff and communities. As we moved into phase 3 of the route map, we carried out extensive planning including traffic management work for our waste sites to ensure when we opened our sites after nearly three months of closure there was limited risk to our communities from queuing on access roads as members of the public tried to get rid of their waste. This included a phased introduction of certain types of waste to ensure we limited numbers attending to a manageable level.
- 4.9 Information on civic amenity centres and local recycling facilities can be found at the link below. This also sets out the materials which can be disposed of at each facility. The local recycling facilities continue to be open throughout lockdown.
<https://www.argyll-bute.gov.uk/recycling>

5.0 CONCLUSION

- 5.1 Steady progress has been made on recycling, composting and recovery performance. National Policy drivers such as the ban on biodegradable waste to landfill will have significant implications for future waste treatment and landfill diversion performance.

6.0 IMPLICATIONS

- | | | |
|-----|-----------|--|
| 6.1 | Policy | National policies and regulations will likely impact on future landfill diversion performance. The councils policy is to reduce landfill. |
| 6.2 | Financial | The 2025 ban on biodegradable waste to landfill will have financial implications. A Waste Strategy update report can be found in the September 2020 Environment, Development and Infrastructure Committee. |
| 6.3 | Legal | The landfill ban (now delayed until 2025) is a legal requirement under the Waste (Scotland) Regulations 2012. Complying with the ban will |

also likely result in changes to the Waste PPP contract which is due to expire in 2026.

- | | | |
|-----|-------------------|--|
| 6.4 | HR | None |
| 6.5 | Equalities | None |
| 6.6 | Risk | Risks to the council on the landfill ban are mainly financial. A national deposit scheme for drinks containers will hopefully have an overall environmental benefit, although it may impact negatively on council recycling rates. |
| 6.7 | Customer Services | None at present. |

Executive Director with Responsibility for Roads and Infrastructure Services:

Kirsty Flanagan
August 2020

Head of Roads and Infrastructure Services: Jim Smith

Policy Lead: Cllr Robin Currie

For further information contact: John Blake – Fleet, Waste & Transport Manager

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ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA
COMMITTEE****LEGAL AND REGULATORY SUPPORT 01 SEPTEMBER 2020**

APPOINTMENT TO ISLE OF BUTE BID STEERING GROUP

1.0 INTRODUCTION

- 1.1 The Area Committee made appointments to various outside bodies and organisations at the meeting held on 19 June 2017. The Council has since received a request from Isle of Bute BID for one representative of Argyll and Bute Council to sit as a non-voting member on the Steering Group.

2.0 RECOMMENDATIONS

- 2.1 The Area Committee is asked to consider the appointment of an Elected Member to be the Council representative on the Isle of Bute BID Steering Group.

3.0 DETAIL

- 3.1 Prior to the Local Government Elections in May 2017, officers wrote to all outside bodies and organisations asking if they still required Elected Member representation, and asked for confirmation on the number of representatives required.
- 3.2 Isle of Bute BID have recently made contact with the Council to request that one Elected Member is appointed to represent the Council on the Isle of Bute BID Steering Group.
- 3.3 Due to the ongoing public health crisis the Isle of Bute BID vote is currently suspended. However representatives from Bute BID are aiming to have the vote concluded by March 2021.
- 3.4 The Steering Group has been tasked with refining and approving the final business plan which will then be presented to Full Council before being considered by businesses.
- 3.5 It is anticipated that the Steering Group will commence during the autumn with the Council representative being required to attend monthly meetings which will last around 90 minutes. There is also an expectation that he/she will also attend up to 3 public meetings.
- 3.3 Appointments made to outside organisations will normally be until the next Local Government Elections scheduled for May 2022.

4.0 CONCLUSION

- 4.1 This report asks Members to consider making an appointment as a non-voting member to the Isle of Bute BID Steering Group.

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

Douglas Hendry, Executive Director with responsibility for Legal and Regulatory Support

21 July 2020

For further information contact: Stuart McLean, Committee Manager, 01436 658717, stuart.mclean@argyll-bute.gov.uk

APPENDICES

None.

ARGYLL AND BUTE COUNCIL**BUTE AND COWAL AREA COMMITTEE****ROADS AND INFRASTRUCTURE
SERVICES****1 SEPTEMBER 2020**

DUNOON TO GOUROCK FERRY SERVICE

1.0 EXECUTIVE SUMMARY

- 1.1 This report provides Members with a further update on future plans for the Dunoon to Gourock ferry service.
- 1.2 As advised in the March report to the Area Committee, the Scottish Government has stated that it is committed to delivering a passenger-only ferry service between Gourock and Dunoon with improved reliability and resilience.
- 1.3 Two new vessels will be required to service the Gourock to Dunoon route and a third vessel for the Gourock to Kilcreggan route. The project team will consider whole life costing when assessing options for these future vessels. Resilience, standardised specification and network flexibility will be key factors in the design process.
- 1.4 The type of berthing structure for Dunoon is currently subject to design workshops to ensure that the new vessel design will not be constrained by existing shore-side infrastructure. The berthing arrangement may take the form of a link-span, similar to existing, or alternatively, a separate pontoon with ramps and steps. Note: These are broad options at this stage which require wind and weather modelling prior to initiating outline design work.
- 1.5 As intimated at the March Area Committee, Council plans to re-develop Dunoon, and possibly Kilcreggan, must remain on hold until TS and CMAL can advise of their plans for the new ferry vessel and berthing infrastructure. In the meantime, Council officers will continue to liaise with TS, CMAL and Calmac.
- 1.6 It is recommended that Members consider this report.

ARGYLL AND BUTE COUNCIL

BUTE AND COWAL AREA COMMITTEE

**ROADS AND INFRASTRUCTURE
SERVICES**

1 SEPTEMBER 2020

DUNOON TO GOUROCK FERRY SERVICE

2.0 INTRODUCTION

2.1 This report provides Members with a further update on future plans for the Dunoon to Gourock ferry service.

3.0 RECOMMENDATIONS

3.1 It is recommended that Members consider this report.

4.0 BACKGROUND

4.1 As advised in the March report to the Area Committee, the Scottish Government has stated that it is committed to delivering a passenger-only ferry service between Gourock and Dunoon with improved reliability and resilience.

4.2 The Gourock Harbour Infrastructure & Vessels Project (GHIVP) group, which is tasked with delivering the project, is led by Transport Scotland (TS) and formed of representatives from CMAL, Calmac, Argyll and Bute Council and Inverclyde Council. The project aims to achieve: delivery of new vessels along with harbour infrastructure upgrades at Gourock and, where appropriate, Dunoon and Kilcreggan.

4.3 Whilst the group will consider upgrades at both Dunoon and Kilcreggan to suit berthing requirements, the Council as asset owner, will be responsible for all related decisions and delivery of any proposed schemes.

5.0 DETAIL

5.1 TS has stated that delivery of new vessels will be dependent upon the type of design, including size and classification. Delivery, for the size of vessel anticipated on the route, would typically be estimated at up to 36 months from award of Contract.

5.2 Two new vessels will be required to service the Gourock to Dunoon route and a third vessel for the Gourock to Kilcreggan route. The project team will consider whole life costing when assessing options for these future vessels. Resilience, standardised specification and network flexibility will be key factors in the design process.

- 5.3 The type of berthing structure for Dunoon is currently subject to design workshops to ensure that the new vessel design will not be constrained by existing shore-side infrastructure. The berthing arrangement may take the form of a link-span, similar to existing, or alternatively, a separate pontoon with ramps and steps. Note: These are broad options at this stage which require wind and weather modelling prior to initiating outline design work.
- 5.4 As intimated at the March Area Committee, Council plans to re-develop Dunoon, and possibly Kilcreggan, must remain on hold until TS and CMAL can advise of their plans for the new ferry vessel and berthing infrastructure. In the meantime, Council officers will continue to liaise with TS, CMAL and Calmac.

6.0 CONCLUSION

- 6.1 Transport Scotland is committed to working with all partners to ensure that the new vessels and associated infrastructure for the provision of a new passenger ferry service between Dunoon, Gourock and Kilcreggan is provided. Council officers will continue to liaise with the Gourock Harbour Infrastructure & Vessels Project (GHIVP) group.

7.0 IMPLICATIONS

- | | | |
|--------------|---|---|
| 7.1 | Policy | None directly arising from this report |
| 7.2 | Financial | The Council's decision to increase in piers and harbours' fees & charges ensures that future income is sufficient to maintain and develop the Council's marine assets for future years – including Dunoon and Kilcreggan. |
| 7.3 | Legal | None directly arising from this report |
| 7.4 | HR | None |
| 7.5 | Fairer Scotland Duty | |
| 7.5.1 | Equalities – protected characteristics | None directly arising from this report |
| 7.5.2 | Socio-economic Duty | None directly arising from this report |
| 7.5.3 | Islands | See risk below |
| 7.6 | Risk | Completed works will reduce requirement to repair and maintain existing infrastructure |
| 7.7 | Customer Services | Overall improvement in travel experience and quality of journeys. |

Executive Director with responsibility for Roads and Infrastructure Services:

Kirsty Flanagan

Policy Lead: Cllr Robin Currie

August 2020

For further information contact:

Stewart Clark, Marine Operations Manager Tel: 01546 604893

Jim Smith: Head of Roads & Amenity Services Tel: 01546 604324

ARGYLL AND BUTE COUNCIL

**BUTE AND COWAL AREA
COMMITTEE**

**LEGAL AND REGULATORY
SUPPORT**

01 SEPTEMBER 2020

CRUACH MOR AND CLACHAN FLATS WIND FARM TRUSTS

1.0. INTRODUCTION

- 1.1 This report seeks to update the Bute and Cowal Area Committee on the work undertaken by the wind farm trusts set up at both Cruach Mhor (Glendaruel) and Clachan Flats (Cairndow) in accordance with consented developments.
- 1.2 The Area Committee is asked to note these updates, which are the most recent of the annual updates required by the Area Committee on the work of the Trusts.

2.0 RECOMMENDATION

- 2.1 Members are asked to note these updates, which are the most recent of the annual updates required by the Area Committee on the work of the Trusts.

3.0 DETAIL

- 3.1 Wind Farm Trusts were set up in accordance with consented developments at both Cruach Mhor (Glendaruel) and Clachan Flats (Cairndow). Part of the conditions attached to those consents was that the Bute and Cowal Area Committee be updated annually on the work undertaken by the Trusts in supporting community projects within their Trust areas.
- 3.2 The updates provided in this report, at Appendices 1 and 2, are the most recent provided by the Trusts and cover the work for financial year 2019/20.

4.0 CONCLUSION

- 4.1 Members are asked to note the content of the submitted information.

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

21 July 2020

Appendix 1 – Clachan Flats Windfarm Trust Annual Report 2019/20

Appendix 2 – Cruach Mhor Windfarm Trust Annual Report 2019/20

For further information contact: Stuart McLean, Committee Manager, 01436 658717, stuart.mclean@argyll-bute.gov.uk

Clachan Flats (Cairndow) Windfarm Trust

Annual Report 2019/2020

Report to: Bute & Cowal Area Committee

Report From: Alexander Miles, Secretary/Treasurer

Date: 31 May 2019 – 6 May 2020

Committee:

Celene McIntyre – Chair/ Cairndow Community Council Representative

David Sumsion – Cairndow Community Council Representative

Siobhan Jarvie – Scottish Power Representative

Councillor Alan Reid – Argyll and Bute Council Representative

Alexander Miles – Treasurer/Secretary/Elected Community Member

31/05/2019 – 06/05/2019 6 Applications Awarded (£7933.40 awarded)

1 – Cairndow Carpet Bowls Club: funding towards replacement carpets.
£320.40 awarded

2 – Cairndow Community Childcare: funding for an autumn village Ceilidh.
£750 awarded

3 - SPPG Strachur Primary School: funding towards school trip including Cairndow Children
£340 awarded

4 - SPPG Strachur Primary School: funding towards restocking the library.
£750 awarded

5 – HereWeAre/Cairndow Community: funding towards construction of a road crossing for the
Cairndow to Clachan path
£4773 awarded

6. HereWeAre: funding towards Hogmanay ceilidh
£1000

£6,840.25 Fund Payment September 2019 and £4.10 bank interest

Starting balance £6932.68

Closing balance £5843.63

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**CRUACH MHOR WINDFARM TRUST
REPORT TO ARGYLL AND BUTE COUNCIL BUTE AND COWAL AREA COMMITTEE
2019/2020**

This has been a busy year for the trust, I took over as secretary/ treasurer following Tom Mowats resignation due to his ill health at the AGM last year.

He is a hard act to follow, he has been an asset to the trust for many years and his input will be missed.

The trust has supported many initiatives in the community including a youth art project which involved the children of Kilmodan School, working with a professional artist, to build a sculpture which was displayed throughout the summer at the local sculpture park which was open to the public. The sculpture will be moved to the school grounds in the near future.

The local school have also benefited in that they were awarded a grant to help with the cost of two interactive whiteboards. The children also benefited from a days fishing with experts and a grant was given for a Halloween party.

We have given grants to students, both young and mature to help them with living expenses and enable them to buy equipment to help with their studies.

The Colintrave/ Glendaruel Development Trust are being supported over a two year period, this is to ensure they are able to continue existing projects while investigating new opportunities.

Both village halls are being supported in various ways including helping with upgrading and a grant was given to help run a very successful and well attended Christmas dinner.

The local shinty team and walking group were helped with running costs.

The Colglen boat club are building a skiff and were given a grant to help with costs and housing of the skiff. They match funded as this is an expensive project.

We have supported a wide range of projects this year, it heartening to see and be part of such an active community.

CRUACH MHOR WINDFARM TRUST ACCOUNTS 2019

Balance at 18th April 2019.	68783.64
Income.	33280.16
Expenditure.	51933.72
 Balance at 30th April 2020.	 50130.08 (see note)

Income

Date	Detail.	Amount
23/05/2019.	Scottish Power Ltd.	33280.16

Expenditure

Date	Detail	Cheque	Amount	Presented
08/04/2019	Glendaruel Village Hall	350	320.00	X
08/04/2019	Feis	351	2000.00	X
24/04/2019	Youth Art Programme	352	2000.00	X
24/04/2019	Argyll Fisheries (School	353	950.00	X
24/04/2019	Argyll Fisheries (River bank)	354	4950.00	X
19/05/2019	Walkie Talkies	356	100.00	X
19/05/2019	Colglen Boat Club	357	7017.72	X
10/06/2019	Glendaruel Village Hall (ARC)	358	1660.00	X
29/07/2019	Student grant	359	1000.00	X
04/08/2019	CGDT (1st instalment)	360	4400.00	X
24/08/2019	Student grant	361	1000.00	X
24/08/2019	Glendaruel Village Hall	362	2000.00	X
24/08/2019	Kilmodan Parent Council	363	1350.00	X
24/08/2019	Colglen Shinty Club	364	2000.00	X
24/08/2019	Kilmodan Primary School	365	2481.00	X
23/09/2019	Student grant	366	1000.00	X
23/09/2019	CGDT (2nd instalment).	367	4400.00	X
25/10/2019	Colintraive Village Hall (Christmas dinner)	368	1800.00	X
25/10/2019	Colintraive Village Hall Village Christmas Lights	369	1100.00	X
19/11/2019	Kilmodan Parent Council	370	320.00	X
28/02/2020	Student grant	371	1000.00	X
28/02/2020	Colglen CC resilience	372	920.00	X
28/02/2020	Tighnabruaich PTA	373	980.00	
28/02/2020	CGDT (3rd instalment)	374	4400.00	X
28/02/2020	Feis	375	2000.00	X
03/03/2020	Glendaruel Village Hall	376	2000.00	X
03/03/2020	The Brambells	377	535.00	X
03/03/2020	Colintraive Village Hall	378	467.00	
03/03/2020	Dunoon Grammar School	379	200.00	X
31/03/2020	Treasurer expenses	380	200.00	X

Note. Cheques totalling 1447 have not been presented.

**Bute and Cowal Area Committee
Workplan 2020-2021**

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
September 2020					
1 September 2020	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly report	7 August 2020	
1 September 2020	Roads and Amenities Revenue and Capital Update (completed to date/programmed for next period)	Development and Infrastructure Hugh O'Neill	For information only	7 August 2020	
1 September 2020	Annual Recycling Report (by area)	Development and Infrastructure John Blake	Annual Report / For information only	7 August 2020	
1 September 2020	Cruach Mor and Clachan Flats Wind Farm Trusts	Legal & Regulatory Support – Stuart McLean	Annual Report	7 August 2020	
1 September 2020	HSCP – Performance & Covid Public Health Update	Health & Social Care Partnership – Charlotte Craig	Bi-Annual Report	7 August 2020	
1 September 2020	Isle of Bute BID – Appointment	Legal & Regulatory Support – Stuart McLean	One Off Report	7 August 2020	

Bute and Cowal Area Committee
Workplan 2020-2021

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
1 September 2020	Charitable Trusts, Bequests and Trust Funds	Legal & Regulatory Support	Annual Report	17 August 2020	
1 September 2020	Gourock to Dunoon Ferry Project	Ruairidh Campbell Harbour and Engineering Liaison Manager CMAL Stewart Clark D&I		7 August 2020	
1 September 2020	Primary School Report: Bute and Cowal	Education Services – Simon Easton	Annual Report	7 August 2020	
December 2020					
1 December 2020	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly report	6 November 2020	
1 December 2020	Supporting Communities Fund – End of Project Monitoring Report	Chief Executive – Rona Gold/ Samantha Somers	Annual Report for information	6 November 2020	Rescheduled from September, delay in putting the reports together as the team has been working on the covid response
1 December 2020	Housing Services update	Development and Infrastructure – Douglas Whyte		6 November 2020	Replaces Strategic Housing Fund that was due in September.
1 December 2020	Roads and Amenity Services Update	Roads and Amenity Services – Jim Smith	Quarterly report	6 November	

**Bute and Cowal Area Committee
Workplan 2020-2021**

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
				2020	
1 December 2020	Rothesay Pavilion Progress	Development and Infrastructure Services - Jonathan Miles	Quarterly report	6 November 2020	
1 December 2020	Secondary School Report - Dunoon Grammar School	Report by Head Teacher	Annual Report	6 November 2020	
1 December 2020	Secondary School Report – Rothesay Joint Campus	Report by Head Teacher	Annual Report	6 November 2020	
1 December 2020	ACHA Annual Update	Chief Executive - ACHA	Annual Report	6 November 2020	
1 December 2020	HSCP Annual Performance Report	Health & Social Care Partnership – Charlotte Craig / Maggie Clark	Annual Report	6 November 2020	
1 December 2020	Windfarm Trusts	Customer Services	Annual Report	6 November 2020	
1 December 2020	Major Projects Update – Rothesay Townscape Heritage Grant Awards	Head of Development and Economic Growth - Colin Fulcher		6 November 2020	TBC

Bute and Cowal Area Committee
Workplan 2020-2021

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
1 December 2020	Major Projects Update – Dunoon CARs	Head of Development and Economic Growth - Audrey Martin		6 November 2020	TBC
1 December 2020	Strategic Housing Investment Plan (SHIP)	Director of Development and Infrastructure – Douglas Whyte	Annual Report	6 November 2020	
1 December 2020	Speed Survey	Roads and Amenity Services – Paul Ferrell / Stuart Watson	One off	6 November 2020	
1 December 2020	Dunoon CARS Project	Development and Infrastructure - Claire Hallybone		7 August 2020	TBC
1 December 2020	Major Projects Update – Queens Hall	Head of Commercial Services - John Gordon		6 November 2020	COVID Pandemic has affected the programme for the close out of the few remaining defects – moved from September
March 2021					
2 March 2021	Performance Review - Area Scorecard	Improvement and HR – Sonya Thomas	Quarterly Report	5 February 2021	

**Bute and Cowal Area Committee
Workplan 2020-2021**

Committee Date	Report Description	Lead Service and contact officer	Regularity of occurrence/consideration	Date for Reports to Committee Services	Additional Comment
2 March 2021	Post Winter Update	Development and Infrastructure -	Annual Report	5 February 2021	
2 March 2021	Supporting Communities Fund – Grant applications	Community Planning – Sharon MacDonald	Annual Report	5 February 2021	
2 March 2021	HSCP Annual Performance Report	HSPC - Charlotte Craig	Annual Report	5 February 2021	
2 March 2021	Major Projects Update – CHORD/ CARS/THI (where appropriate)	Development and Infrastructure	As required	5 February 2021	
Future Reports – dates to be determined					

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